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**INDIAN BANK**  
ZONAL OFFICE, BHAGALPUR

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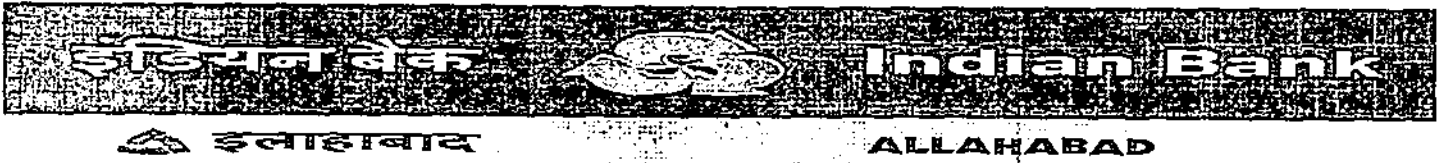
**TENDER DOCUMENT**  
**INTERIOR AND FURNITURE WORK**  
**AT**  
**BHAGALPUR ZONAL OFFICE**

Name of Contractor : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_





Zonal Office, Bhagalpur

Date: 31.07.2025

**NOTICE INVITING TENDER**

**SUB: COMPETITIVE QUOTATION/TENDER FOR INTERIOR & FURNITURE WORK OF INDIAN BANK, ZONAL OFFICE BHAGALPUR (IN DISTRICT BHAGALPUR, BIHAR)**

**General terms & Conditions:-**

Sealed Tender/quotation should be addressed to The Zonal Manager, Indian Bank, Zonal Office Bhagalpur and super scribed name of work **INTERIOR & FURNITURE WORK OF INDIAN BANK, ZONAL OFFICE BHAGALPUR** at Devdoot Complex, 1<sup>st</sup> Floor, Radha Rani Sinha Road, Bhagalpur-812001 and should reach before 05:00 PM on 21.08.2025 at Indian Bank, Zonal Office Bhagalpur.

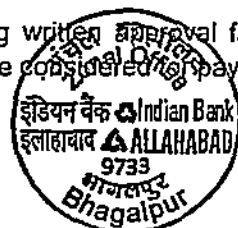
Mailing Address:  
The Zonal Manager,  
INDIAN BANK  
Zonal Office Bhagalpur  
Devdoot Complex, 1<sup>st</sup> Floor, Radha Rani Sinha Road, Bhagalpur-812001

- 1) No quotation/Tender will be accepted after 05:00 PM on 21.08.2025 and Tenders/quotations will be opened on 22.08.2025 after 03:00 PM unless otherwise informed.
- 2) The quotations/Tender will remain valid for a period of 3 Months from the date of opening.
- 3) Bank reserves the right to accept or reject any or all the quotations/Tender, 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 explanation. The rates quoted by the contractor will help for bifurcation and no compensation will paid on this account.
- 4) Contractor should quote rates in figures as well as in words.
- 5) All erasures and alterations made must be attested with the initials of tenderers. No overwriting is permitted.
- 6) Joint tenders shall not be considered. Conditional tenders quoted by the contractor are liable to be rejected.
- 7) No escalation in the rates will be allowed under any circumstances.
- 8) On receipt of the intimation from the acceptance of his quotation/tender, the contractor should submit his acceptance within 3 days if the successful contractor / tenderers fail to undertake the work within 7 days after work allotment, the EMD if any, will be forfeited and acceptance of his tender may be withdrawn.
- 9) The rate quoted in the tenders shall be inclusive of all materials as required and shall be inclusive of all charges of scaffolding, lifting, tools and plants, freights / transportation, labor 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.
- 10) 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.
- 11) 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 out rightly rejected in the very first instance.
- 12) Work will be completed in 30 days from the date of issue of tender or work order whichever is earlier. If the work will not be completed to the satisfactions of employer within the stipulated period, the contractor will bound to pay to the Employer a sum equivalent to Rs.2000/- per day subject ceiling of Max 10% of the accepted contract amount by way of liquidated damages and not as penalty during which the work remains uncompleted or unfinished after expiry of the completion date. The contract may be rescind by giving one week notice in case work is not executed as per specification and as per time schedule given in tender document.





- 13) 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 his execution or any other ground, the contractor shall apply in writing to the Zonal Manager, Indian Bank, Zonal Office Bhagalpur 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 a 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.
- 14) The successful contractor is bound to carry item 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 extra item is not similar to the quoted item, then the rate will worked out on actual cost of material and labor, and other expenditure for completing that work plus 15% toward contractor profit and overhead.
- 15) 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 working of staff and officers/executive of office are not affected. Contractor is required to take adequate care during progress of work to protect belongings. In case any damage, contractor at their own cost shall make the same good.
- 16) 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.
- 17) Contractor will arrange necessary tools and plants for completing own work at their cast. 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 job, the site shall be cleared of all rubbish malba/debris etc in all respect and handover the site in proper manner on completion of work.
- 18) 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 (12) months from the date of virtual completion provided no defects is observed during the period.
- 19) 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 contractors risk and cost.
- 20) 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.
- 21) 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.
- 22) 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.
- 23) 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-contractor. The Bank shall not be liable for any sort of loss incurred.
- 24) The contractor shall be responsible for application of labour laws, compensation Act for injury and accident to person, whether employed by him or his sub-contractor.
- 25) 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.
- 26) 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.
- 27) The contractor shall inform the bank, well in time, to check measurements of any work which is likely to be hidden before covering.
- 28) 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.
- 29) 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.





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- 30) 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 Banks permission.
- 31) 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.
- 32) 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 and conditions of the contract.

Date: 31.07.2025  
Place: Bhagalpur



*[Signature]*  
Zonal Manager  
Indian Bank  
Zonal Office Bhagalpur

Dear Sir

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

TERMS AND CONDITIONS ACCEPTED

Date :  
Place:

Signature of the contractor  
with seal



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Zonal Office, Bhagalpur


Date: 31.07.2025

**NOTICE INVITING TENDER****SUB: COMPETITIVE QUOTATION/TENDER FOR INTERIOR & FURNITURE WORK OF INDIAN BANK, ZONAL OFFICE BHAGALPUR (IN DISTRICT BHAGALPUR, BIHAR)**

Competitive sealed quotations/Tenders are invited in the prescribed format from the contractors. Formats of Quotation/tender documents are enclosed for submission of Interior & Furniture work of INDIAN BANK, **INDIAN BANK, ZONAL OFFICE BHAGALPUR** at Devdoot Complex, 1<sup>st</sup> Floor, Radha Rani Sinha Road, Bhagalpur-812001. Full details and tender documents are available in Bank's website [www.indianbank.in](http://www.indianbank.in) or can be obtained from Indian Bank Zonal Office, Bhagalpur. Duly filled tenders (separate sealed Technical Bid & Financial Bid in single packet along with EMD IOI/DD of Rs. 5000/-, if applicable) should be submitted as per following schedule:

1	Issue of Tender Document	From 31.07.2025 to 21.08.2025
2	Submission of Tender	On Or before 21.08.2025 at 05.00 PM
3	Opening of Tender	On 22.08.2025 after 03.00 PM
4	Date of Commencement	7 days from the date of issue of letter awarding the job
5	EMD Amount (Refundable)	Rs. 5000/- through IOI/DD in favor of Indian Bank, Payable at Bhagalpur (If applicable)
6	Time of Completion	30 days
7	Defect Liability Period	12 months
8	Liquidated Damages for delay	Rs.2000/- per day subject to Maximum 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 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 measurement. TDS will be deducted as per Income Tax 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	Technical and Financial Bids	Technical bids (MSME/UDYAM registration, Containing Letter of empanelment/ previous work order copy, Experience certificate and GST Certificate, Audited Balance Sheet, Electrical-License) should be kept in a separate envelope super scribing <Technical Bid for Interior & Furniture work at INDIAN BANK, ZONAL OFFICE BHAGALPUR > and financial bids In a separate envelope super scribing <Financial Bid for Interior & Furniture work at INDIAN BANK, ZONAL OFFICE BHAGALPUR > failing which, may lead to disqualification of tender.
11	Document to be attached with the bill	Manager's Satisfaction certificate of completion, manufacture certification Bills (certified by Architect) & 4-5 photographs showing completion status of work.
12	Retention Money	10% (Including Earnest money) Up to 1 year after completion of assigned Job.

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.

  
Zonal Manager  
Indian Bank,  
Zonal Office Bhagalpur



**Pre-qualification criteria for submission of tender**

1. Indian Bank invites tender from reputed, experienced contractors / firms/ companies for pre-qualification as follows :

- At least one similar job\* for minimum value of Rs. 8.00 Lakh including GST component. in PSUs/PSBs/Govt. Sector/Private Limited Co. Copy of work order to be submitted along with application.

\*Similar job means interior and furniture work (furnishing work)

2. The bidders have to provide Audited/Unaudited Balance sheet for last financial year 2024-2025 FY.
3. The bidders should mandatorily have valid PAN No. and GSTIN and copy of PAN Card and GST registration details is to be submitted along with application.
4. The bidder should have valid trade license. Copy of trade license is to be submitted along with application.

Tender Bid shall be opened on 22.08.2025 after 3.00 PM.

Work shall be carried out strictly as per site requirement & direction of Architect consultant. Approval for quality of material shall be obtained from Bank Engineer/Architect Consultant prior to execute the work.

Bank reserves right to reject / cancel any or all the bids without assigning any reason whatsoever.



CONTENTS

SECTION	DESCRIPTION	Page No.
I	: Tender Notice	3
II	: General Rules and Instruction for the Guidance of Tenderer	6
III	: Form of Tender	10
IV	: Articles of Agreement	13
V	: General Conditions of Contract	17
	Bill of Quantities	55



SECTION – I

NOTICE OF INVITATION TO TENDER

Sealed Item rate tenders, are invited on behalf of

The Zonal Manager  
Indian Bank  
Zonal Office,  
Devdoot Complex,  
Radha Rani Sinha Road  
Bhagalpur - 812 001

For the following work :

- |    |                                    |   |   |
|----|------------------------------------|---|---|
| a) | Name of work                       | : | Interior and furniture work at<br>Bhagalpur Zonal Office  |
| b) | Estimated Cost                     | : | Rs. 7.99 Lakhs (approx) (excluding GST)   |
| c) | Time of Completion                 | : | 30 days.  |
| d) | Cost of Tender Document            | : | Rs. 500/- in favour of Indian Bank.<br>Zonal Office, Bhagalpur in the form of<br>Demand Draft or Cheque per set of<br>documents (original document are to be<br>submitted in the tender process).<br>(Non-refundable) |
| e) | Availability of Tender<br>Document | : | <a href="http://indianbank.in">http://indianbank.in</a>   |
| f) | Issue of Tender<br>Document        | : | On 01.08.2025 to 21.08.2025<br>till 5:00 PM   |

Contd..





- g) Time and date of Submission of tender : Tender should be submitted physically on or before 21.05.2025 till 05.00 PM
- h) Time and date of opening of tender : After 03:00 PM on 22.08.2025
- i) Venue : The Zonal Manager  
Indian Bank  
Zonal Office,  
Devdoot Complex,  
Radha Rani Sinha Road  
Bhagalpur - 812 001
- j) Full Tender to be addressed and submitted to : The Zonal Manager  
Indian Bank  
Zonal Office,  
Devdoot Complex,  
Radha Rani Sinha Road  
Bhagalpur - 812 001
- k) Tender without tender cost in proper form will be rejected.
- l) Drawings other than enclosed ones can be seen and clarification, if any, to be obtained from :  
The Zonal Manager  
Indian Bank  
Zonal Office,  
Devdoot Complex,  
Radha Rani Sinha Road  
Bhagalpur - 812 001
- m) Validity of Tenders : 3 (Three) calendar months from the date of submission of Tender
- n) Goods and Service Tax (GST) shall be paid to the contractors as per applicable rules. The contractors, however, shall duly comply all necessary formalities in this regard and submit valid documents to the Bank.

Contd..



- o) Delay in submission : Delay in submission of any part arising due to postal or any other irregularities at any stage will not be considered. The Bank will not be responsible for any damage in transit in case of postal delivery / delivery through courier service.
- p) All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
- q) The acceptance of tender will rest with Indian Bank which does not bind itself to accept the lowest or any tender and reserves to itself the right to reject any or all the tenders received without assigning any reason/s thereof.

The Bank also reserves to itself the right of accepting the whole or any Part of the tender and the tenderers shall be bound to perform the same at the rates quoted.

Yours faithfully,  
For Indian Bank



SECTION – II

GENERAL RULES AND INSTRUCTION  
FOR THE GUIDANCE OF TENDERER

Tenders are hereby invited on behalf of The Zonal Office, Bhagalpur, Devdoot Complex, Radha Rani Sinha Road, Bhagalpur for Interior and furniture work at Bhagalpur Zonal Office.

1. Tender Document consisting of the following :

- i) Tender Notice
- ii) General rules and instructions for the Guidance of Tenderers
- iii) Form of tender
- iv) Articles of Agreement
- v) General Conditions of Contract with Appendices
- vi) Technical Specifications
- vii) Schedule of Quantities
- viii) Drawings issued

2. Tender can be downloaded only from <http://indianbank.in> on stipulated days from 01.08.2025 to 21.08.2025. Tender will be rejected without earnest money deposit RS 5000/- EMD application fees. (except MSME registered contractor's)

3. All vendor can apply whom fulfill above criteria. Otherwise tender will be rejected.

Note: If the quoted cost is 20% above or less than the estimated cost then the bidder have to submit proper explanation with rate analysis to the bank. Unsatisfactory or unrealistic reply may attract cancellation.



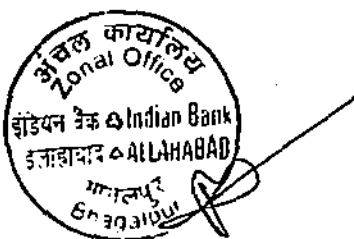
4. The site of the work is available.
5. Tenders in only printed should be placed in sealed cover addressed to  
The Zonal Office, Bhagalpur, Devdoot Complex, Radha Rani Sinha Road,  
Bhagalpur the name of the project written on the envelopes and submitted  
at the above office.
6. The sealed cover shall contain two separate sealed covers superscribed with  
Part - I and Part - II containing the documents  
as under :  
  
Part-I :            Covering Letter / GST Certificate  
(TD)  
  
Part-II :           The tender document with bill of quantities, duly priced,  
(PS)                any condition stipulated in Part-II will not be accepted.  
                         Conditional rebates, if any given in Part-II, shall be  
                         treated as unconditional.
7. Part-I will be opened on 22.08.2025 at 03:00 PM. The tenderers may depute  
their authorized representative to be present at the time of opening Part II,  
which will be opened immediately thereafter after verification of submissions  
made in Part - I, which might necessitate withdrawal of conditions and its  
financial impact on the tendered sum, if any. Part - II of tenders will be  
treated as informal in case submissions in Part - I are found to be not in  
order. Informal tenders will not be opened and returned subsequently to the  
tenderer by registered post.
8. The tenderers should quote in figures as well as in words the rates, and  
amount tendered by them. The language for filling tender documents shall  
be in English. The amount for each item should be worked out and requisite  
total given.

All corrections shall be attested by the initials of the tenderers with the seal of  
the firm. In case any discrepancy/ difference is found on checking between  
rates quoted by the Contractor in words and figures or in the amount  
worked out by him, the following procedure shall be followed :

- a) When there is a difference between the rates in figure and in words,  
the rate which corresponds to the amount worked out by the  
Contractor, shall be taken as correct.
- b) When the amount of any item is not worked out by the Contractor or it  
does not correspond with the rate written either in figures or in words,  
then the rate quoted by the Contractors in words shall be taken as  
correct.



- c) When the rates quoted by the Contractor in figures and in words tally but the amount is not worked out correctly, rate quoted by the Contractor shall be taken as correct and not the amount.
- d) Amendments as mentioned above shall be based on the tender marked "original" only.
9. All rates shall be quoted on the proper form of the tender alone. 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 figures and in words. In case of figures, the words Rs. Should be written before the figures of rupees and words paise 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 upto 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 line.
10. The Contractor, whose tender is accepted will be required to furnish by way of security deposit for the due fulfillment of his contract, such sum as detailed in Clause No. 17 of the General Conditions of Contract.
11. The acceptance of a tender will rest with The Zonal Office, Bhagalpur, Devdoot Complex, Radha Rani Sinha Road, Bhagalpur who does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all the tenders received without assignment of 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.
- The Employer reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other conditions if his tender is accepted in parts.
12. Canvassing in connection with tenders is strictly prohibited and tenders submitted by the contractors who resort to canvassing will be liable to rejection.
13. An item rate tender containing percentage below / above will be summarily rejected.
14. On acceptance of the tender, the name of the accredited representative(s) of the Contractor who would be responsible for taking instructions from the Employer/Consultant shall be communicated to the Employer / Consultant.
15. Goods and Service Tax (GST) shall be paid to the contractors as per applicable rules. The contractors, however, shall duly comply all



necessary formalities in this regard and submit valid documents to the Bank.

16. The Contractor shall give a list of his relative working with the Employer along with their designations and address.
17. No employee of the Employer is allowed to work as a Contractor for a period of two years of his retirement from Employer's services, without the previous permission of the Employer. 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 Employer / Consultant as aforesaid before submission of the tender or engagement in the Contractor's service.
18. The tender for work shall remain open for acceptance for a period of 3 (Three) months from the date of submission of tenders. If any tenderer withdraws his tender before the said period, then the Employer shall be at liberty to forfeit the Earnest Money paid along with the tender.
19. The tender for the work shall not be witnessed by a Contractor or contractors who himself / themselves has / have tendered or who may and had /have tendered for the same work. Failure to observe this condition would render tenders of the contractors tendering as well as witnessing the tender liable to summary rejection.
20. It will be obligatory on the part of the tenderer to tender and sign the tender documents for all the component parts and that, after the work is awarded, he will have to enter into an agreement for each component with the Employer.



SECTION – III

FORM OF TENDER

The Zonal Manager  
Indian Bank  
Zonal Office,  
Devdoot Complex,  
Radha Rani Sinha Road  
Bhagalpur - 812 001

Dear Sir (s),

Re : Interior and furniture work at Bhagalpur Zonal Office

1. I/We refer to the tender notice issued by Indian Bank, The Zonal Office, Bhagalpur, Devdoot Complex, Radha Rani Sinha Road, Bhagalpur on your behalf in connection with the above work.
2. I/We do hereby offer to perform, provide, execute, complete and maintain the work in conformity with drawings, conditions of contract, specifications, schedule of quantities for the sum and at the respective rates quoted in the schedule of quantities.
3. I/We have satisfied myself / ourselves as to the site conditions, examined the drawings and all aspects of the tender conditions. Subject to above, I/We do hereby agree, should this tender be accepted in whole or in part to :
  - a) Abide by and fulfill all the terms and provisions of the said conditions annexed hereto :
  - b) Complete the work within 30 DAYS, as stipulated by working in two or three shifts, if considered necessary by the consultants, at no extra cost to the Employer.
4. I/We note, will not bear any interest and is subject to forfeiture solely at Bank's discretion if :
  - i) the work is not commenced by me/us within 7 (Seven) days from the date of issue of formal work order.



ii) the offer is withdrawn within the validity period of acceptance

or

iii) the agreement of the contract is not executed within 30 days from award of contract.

5. I/We understand that you are not bound to accept the lowest or any tender you receive.

6. The acceptance of this tender shall constitute a binding contract and any failure as mentioned in item 4 above shall constitute a breach of contract by us and the tender accepting authority shall be entitled to have the work executed at our risk and cost and to claim extra cost/expenditure incurred by them from us.

7. Our Bankers are :

i)

ii)

iii)

8. Name of partners / directors of our firm :

i)

ii)

iii)

iv)

Yours faithfully,

Signature .....





Name of Partner / Director of the firm authorised to sign or Name of person having power of attorney to sign the contract.  
(Certified true copy of power of attorney should be attached)

: Name .....

: Designation .....

Signature and addresses of Withnesses

a) Signature : .....  
Name .....  
Address.....  
.....

b) Signature : .....  
Name .....  
Address.....  
.....



**SECTION - IV**  
**ARTICLES OF AGREEMENT**

ARTICLES OF AGREEMENT made the day of between INDIAN BANK, The Zonal Office, Bhagalpur, Devdoot Complex, Radha Rani Sinha Road, Bhagalpur (hereinafter called "the Employer") which expression should include its successors and assignee of the one Part and (hereinafter called the "Contractor") of the other Part which expression should include its successor and assignee.

WHEREAS the Employer is desirous Interior and furniture work at Bhagalpur Zonal Office and has caused drawings and specifications describing the work to be prepared by Indian Bank, Zonal Office, Bhagalpur.

AND WHEREAS the said DRAWINGS numbered the specifications and the schedule of items and quantities have been signed by and on behalf of the parties hereto.

AND WHEREAS the Contractor has agreed to execute upon and subject for the conditions set forth herein and schedule of items and quantities, General Conditions of Contract, Special Conditions including other Conditions etc., Technical Specifications, decisions of negotiation meetings if any all correspondences exchanged by or between the parties from the date of tender notice till the award of work both letters inclusive, (all of which are collectively herein after referred to as "the said Conditions"). The work shown upon the drawings and or described in the said specification and included in the schedule of items and quantities at the respective rates therein set forth amounting to the sum as therein arrived at or such other sum as shall become payable thereunder (hereinafter referred to as "the said contract amount").

**NOW IT IS HEREBY AGREED AS FOLLOWS :**

1. In consideration of the said contract amount to be paid at the times in the manner set forth in the said conditions, the contractor shall upon and subject to the said execute and complete the work shown upon the said drawings and described in the said specifications and the schedule of items and quantities.
2. The Employer shall pay the contractor the said contract amount, or such other sum as shall become payable, at the times and in the manner specified in the said conditions.



3. The said conditions and Appendices thereto shall be read and considered as forming Part of this Agreement, and the parties hereto shall respectively abide by, submit themselves to the said conditions and perform the agreements on their Part respectively in the said conditions contained.
4. The plans, agreements and documents mentioned herein shall form the basis of this contract.
5. This contract is neither a fixed lump sum contract nor piece work contract but is a contract to carry out the work in respect of the Interior and furniture work at Bhagalpur Zonal Office as per the scope described and to be paid for according to actual measured quantities at the rates contained in the Schedule of rates and probable quantities or as provided in the said conditions.
6. The Employer reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
7. Time shall be considered as the essence of this contract and the contractor hereby agrees to commence the work on the day on which he is instructed to take possession of the site or from fourteenth day after the date of issue of formal work order as provided for in the said conditions whichever is later and to complete the entire work within 30 DAYS subject nevertheless to the provisions for extension of time.
8. All payments by the Employer under this contract will be made only at Bhagalpur.

Any dispute arising under this Agreement shall be referred to arbitration in accordance with the stipulation laid down in the general conditions of contract.



9. That the several Parts of this contract have been read by the contractor and fully understood by the contractor.

IN WITNESS WHEREOF the Employer and the contractor have set their respective hands to these Presents and two duplicates hereof the day and year first herein above written.

If the contractor is a Partnership or an individual.

IN WITNESS whereof the Employer has set its hands to these Presents through its duly authorised official and the contractor has caused its common seal to be affixed hereunto and the said two duplicates / has caused these Presents and the said two duplicate hereof to be executed on its behalf, the day and year first herein above written.

If the Contractor is a Company.

Signature clause :

.....

SIGNED AND DELIVERED

By the hand of Shri .....  
(Name and Designation) .....

In the presence of

(1) .....

Address .....

(2) .....

Address .....



SIGNED AND DELIVERED by .....  
in the presence of

Witness

(1).....

Address .....

(2) .....

Address .....

If the party  
is a partnership  
firm or an  
Individual  
should be  
signed by all  
or on behalf of  
all the partners.

The COMMON SEAL OF.....  
was herein to affixed pursuant to the resolutions  
passed by its Board of Directors at the meeting held  
on .....  
Witness

(1).....

(2).....

If the contrac-  
tor signs  
under its  
common seal,  
the signature  
clause should  
tally with the  
sealing clause  
in the Articles  
of Association.

Directors who have signed these presents in  
token thereof in the presence of

1) .....

2) .....

If the  
Contractor is  
signed by the hand  
of power of  
attorney, whether a  
company of individual.

.....  
Signed on behalf of the Indian Bank  
by its duly authorised official.



**SECTION – V**  
**GENERAL CONDITIONS OF CONTRACT**

Except where provided for in the description of the individual items in the schedule of quantities and in the specifications and conditions laid down hereinafter and in the Drawings, the work shall be carried out as per standard specifications and under the direction of the Employer / Consultant.

**1. INTERPRETATION**

In construing these conditions, the specifications, the schedule of quantities, tender and Agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires :

- i) **Employer** : The term Employer shall denote Indian Bank having their office Zonal Office, Devdoot Complex, Radha Rani Sinha Road, Bhagalpur or any of its employees / representative authorized on their behalf.
- ii) **Contractor** : The Contractor shall mean the individual or firm or company whether incorporated or not, undertaking the work and shall include legal representative(s) of such individual or persons composing such firm or company or successors of such firm or company as the case may be and permitted assigns of such individual or firm or company.
- iii) **Site** : The site shall mean the site where the work are to be executed as shown within the boundary in red border on the site plan including any building and erections thereon allotted by the Employer for the Contractors use.
- iv) **Site Engineer / Project Management Consultant (PMC)** : The Site Engineer shall be appointed by the Employer. The Employer may also appoint the Project Management Consultant (PMC).
- v) **Drawings** : The work is to be carried out in accordance with drawings, specifications, the schedule of quantities and any further drawings which may be supplied or any other instruction, which may be given by the Employer / Consultant during the execution of the work.



All drawings relating to work given to the Contractor together with a copy of schedule of quantities are to be kept at site and the Employer/ Consultant shall be given access to such drawings or schedule of quantities whenever necessary.

The Contractor shall ask in writing for all clarifications on matters occurring anywhere in drawings, specifications and schedule of quantities or to additional instructions at least 20 days ahead from the time when it is required for implementation so that the Employer / Consultant may be able to give decision thereon.

- vi) **"The Work"** shall mean the work to be executed or done under this contract.
- vii) **"Act of Insolvency"** shall mean any act as such as defined by the Presidency Towns Insolvency Act or in Provincial Insolvency Act or any amending statutes.
- viii) **"The Schedule of Quantities"** shall mean the schedule of quantities as specified and forming Part of this contract.
- ix) **"Priced Schedule of Quantities"** shall mean the schedule of quantities duly priced with the accepted quoted rates of the Contractor.
- x) 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 Tender.

## 2. SCOPE

The work consists of Interior and furniture work at Bhagalpur Zonal Office in accordance with the drawings and "Schedule of items and quantities". It includes furnishing all materials, labour, tools and equipment and management necessary and incidental to the construction and completion of the work. All work, during its progress and upon completion, shall conform to the lines, elevations and grades as shown on the drawings furnished by the Employer / Consultant. Should any detail, essential for efficient completion of the work be omitted from the drawings and specifications it shall be the responsibility of the Contractor to inform the Employer / Consultant and to furnish and install such detail with Employers' / Consultant's concurrence, so that upon completion of the proposed work the same will be acceptable and ready for use.



Employer / Consultant may in their absolute discretion issue further drawings and/or written instructions, details, directions and explanations, which are, here after collectively referred to as "The Employer's / Consultant's instructions" in regard to :

- a) The variation on modification of the design, quality or quantity of work or the addition or omission or substitution of any work.
- b) Any discrepancy in the drawings or between the schedule of quantities and/or drawings and / or specification.
- c) The removal from the site of any defective material brought thereon by the Contractor and the substitution of any other material thereof.
- d) The opening up for inspection of any work covered up.
- e) The rectification and making good of any defects under clauses hereinafter mentioned and those arising during the Defect Liability period.

The contractor shall forthwith comply with and duly execute any work comprised in such Employer's / Consultant's instructions, provided always that verbal instructions, directions and explanations given to the Contractor or his representative upon the work by the Employer / Consultant shall if involving a variation be confirmed in writing to the Contractor within seven days. No work for which rates are not specifically mentioned in the priced schedule of quantities shall be taken up without written permission of the Employer / Consultant. Rates of items not mentioned in the priced schedule of quantities shall be fixed by the Employer in consultation with the Consultant as provided in Clause "variation".

### 3. DETAILED DRAWINGS AND INSTRUCTIONS

The Employer through its Consultant shall furnish with reasonable promptness additional instructions by means of drawings or otherwise necessary for the proper execution of the work. All such drawings and instructions shall be consistent with the Contract Documents, true developments thereof, and reasonably inferable therefrom.

The work shall be executed in conformity therewith and the Contractor shall not work without proper drawings and instructions.

Immediately after receipt of the work order of the contract the contractor shall prepare a detailed progress schedule and submit the same to the Employer through the Consultant for approval which shall indicate the dates for the starting and completion of the various stages of constructions.

### 4. COPIES FURNISHED





The Contractor on the signing hereof shall be furnished by the Employer through its Consultant free of charge with a copy of the priced schedule of quantities / rates, two copies of each of the said drawings and one copy of specifications and two copies of all further drawings issued during the progress of the work. Any further copies of such drawings required by the Contractor shall be supplied on payment of the charges thereof by the contractor.

**5. OWNERSHIP OF DRAWING**

All drawings, specification and copies thereof furnished by the Employer through its Consultant are the property of the Employer. They are not to be used on other work, and with the exception of the signed contract set, are to be returned to the Employer on request at the completion of the work.

**6. FAILURE BY CONTRACTORS TO COMPLY WITH EMPLOYER'S / CONSULTANT'S INSTRUCTION**

If the contractor after receipt of written notice from the Employer and/or the Consultant requiring compliance of any instructions within ten days fails to comply with such further drawings and/or Employer's / Consultant's instructions, the Employer through the Consultant or other person, may employ other person to execute any such work whatsoever that may be necessary to give effect thereto and pay all cost incurred in connection therewith and same shall be recoverable from the contractor by the Employer on the certificate of the Consultant as a debt or shall have right to deduct same from any moneys due or to become due to the contractor.

**7. TENDERER SHALL VISIT THE SITE**

Intending tenderer shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the work, facilities of transport condition, effective labour and materials, access and storage for materials and removal of rubbish. The tenderer shall provide in their tender for cost of carriage, freight and other charges as also for any special difficulties and including police restriction for transport etc for proper execution of work as indicated in the drawings. The successful tenderer will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site condition which existed before the commencement of the work or which in the opinion of the Employer / Consultant might be deemed to have reasonably been inferred to be so existing before commencement of work.

**8. TENDERS**

The entire set of tender paper issued to the tenderer should be submitted fully priced and also signed on the last page together with initials on every page. Initial / signature will indicate the acceptance of the tender papers by the tenderer.



The schedule of quantities shall be filled in as follows :

- i) The "Rate" column to be legibly filled in ink in both English figures and English words.
- ii) Amount column to be filled in for each item and the amount for each subhead as detailed in the "Schedule of Quantities".
- iii) All corrections / overwriting are to be initiated with the seal of the Firm.

No modifications, writings or corrections can be made in the tender papers by the tenderer, but may at his option offer his comments or modifications in a separate sheet of paper attached to the original tender papers.

The Employer reserves the right to reject the lowest or any tender and also to discharge any or all of the tenders for each section or to split up and distribute any item of work to any specialist firm or firms, without assigning any reason.

The tenderers should note that the tender is strictly on the item rate basis and their attention is drawn to the fact that the rates for each and every item should be correct, workable and self-supporting. If called upon by the Employer / Consultant detailed analysis of any or all the rates shall be submitted. The Employer / Consultant shall not be bound to recognize the Contractor's analysis.

The work will be paid for as "measured work" on the basis of actual work done and not as "lump sum" contract.

All items of work described in the schedule of quantities are to be deemed and paid as complete work in all respects and details including preparatory and finishing work involved, directly, related to and reasonably detectable from the drawings, specifications and schedule of quantities and no further extra charges will be allowed in this connection. In the case of lump sum charges in the tender in respect of any item of work, the payment of such item of work will be made for the actual work done on the basis of lump sum charges as will be assessed to be payable by the Employer / Consultant.

The Employer has power to add to, omit from any work as shown in drawings or described in specifications or included in schedule of quantities and intimate the same in writing but no addition, omission or variation shall be made by the Contractor without authorization from the Employer. No variation shall vitiate the contract.

## 9. AGREEMENT

The successful Contractor shall sign the agreement as per draft agreement annexed within 15 days from the date of issue of formal work order and he shall pay for all stamps and legal expenses, incidental thereto. However, the written acceptance of the tender by the Employer / Consultant on behalf of



Employer will constitute a binding contract between the Employer and the person so tendering whether such formal agreement is or is not subsequently executed.

**10. ROYALTIES & PATENTS**

The contractor shall pay all royalties and license fees. He shall defend all suits or claims for infringement of any patent rights and shall save the Employer harmless from loss on account thereof.

**11. PERMITS AND LICENCES**

Permits and licenses for release of materials which are under Government control will be arranged by the contractor. The Employer will render necessary assistance, sign any forms or applications that may be necessary.

**12. GOVERNMENT AND LOCAL RULES**

The Contractor shall conform to the provisions of all local Bylaws and Acts relating to the work and to the Regulations etc. of the Government and Local Authorities and of any company with whose system the structure is proposed to be connected. The Contractor shall give all notices required by the said Act, Rules, Regulations and Bylaws etc and pay all fees payable to such authority / authorities for execution of the work involved. The cost, if any, shall be deemed to have been included in his quoted rates, taking into account all liabilities for licenses, fees for footpath encroachment and restorations etc. and shall indemnify the Employer against such liabilities and shall defend all actions arising from such claims or liabilities.

**13. TAXES AND DUTIES**

Goods and Service Tax (GST) shall be paid to the contractors as per applicable rules. The contractors, however, shall duly comply all necessary formalities in this regard and submit valid documents to the Bank.

**14. PROVISIONAL SUMS (P.S.)**

All provisional sum described in the schedule of quantities as P.S. shall be exclusively allotted to the purchase of materials & not for any handling & fixing with profit (or transportation charges where and if required) which shall be separately included in the contract price and described in the schedule of quantities. The disposal of the amounts covered under this head will be absolutely at the discretion of the Employer. Contractor is to make payments for these materials to the suppliers on certificate or order issued by the Employer / Consultant and release them through his bills from the Employer.

**15. QUANTITY OF WORK TO BE EXECUTED**

The quantities shown in the Schedule of quantities are intended to Part the entire new structure indicated in the drawings but the Employer reserves the right to execute only a part or the whole or any excess thereof without



assigning any reason therefor. If at any time after the commencement of the work, the Employer / Consultant shall for any reason whatsoever not require the whole work thereof as specified in the tender to be carried out, the Consultant / Employer shall give notice in writing of the fact to the contractor who shall have no claim to any payment or compensation whatsoever on account of any profit or advantage with which he might have derived from the execution of the work in full, but which he did not derive in consequence of the full amount of the work not having been carried out; neither shall he have any claim for compensation by reason of any alterations having been made in the original specification, drawing, designs and instructions which shall involve any curtailment of the work as originally contemplated.

#### 16. OTHER PERSONS ENGAGED BY THE EMPLOYER

The Employer reserves the right to execute any Part of the work included in this contract or any work which is not included in this contract by other Agency or persons and the Contractor shall allow all reasonable facilities and use of his scaffolding for the execution of such work. The General building Contractor shall extend all co-operation in this regard.

#### 17. SECURITY DEPOSIT & RETENTION MONEY

~~The successful tenderer to whom the contract is awarded will have to deposit as "initial security deposit" (ISD) a further sum to make up 2% of the value of the accepted tender. ISD may be submitted in the form of Bank Draft/Pay Order or Bank Guarantee in a format approved by the employer. The Bank Guarantee shall be from any nationalized/ Foreign Bank banking in India other than the clientele. The initial Security Deposit will have to be made within 14 days from the date of acceptance of tender.~~

Apart from the initial security deposit made as above retention shall be deducted from progressive running bills @ 10% of the gross value of each running bill until the Total Security Deposit, i.e. the initial Security Deposit plus the retention money equals :

10 % on the TOTAL cost of work

Cost of work shall mean accepted Contract sum initially and ultimately shall mean the actual Total cost i.e. Gross value of the final bill by the Employer /Consultant

100% of the retention amount will be refunded to the contractor on completion of one year, subject to the following :

- a) issue of Virtual Completion Certificate by the Consultant / Employer.
- b) contractor's removal of his materials, equipment, labour force, temporary sheds/stores etc. from the site (excepting for a small



presence required if any for the Defect Liability Period and approved by the Bank).

The retention money balance will be released to the Contractor within a reasonable period after the end of "Defect liability period" provided he has satisfactorily carried out all the work, submitted all documents contractually called for and attended to all defects in accordance with the conditions of the contract. No interest is allowed on retention money and earnest money deposit. The balance retention money may be transformed in appropriate Bank Guarantee on a Bank other than Indian Bank subject to performance of the project.

Further, if some dues to the Employer from the Contractor(s) have still to be recovered, the Employer reserves the right to withhold payment of so much of the retention money as in his opinion, represents the cost of the same.

#### 18. CONTRACTOR TO PROVIDE EVERYTHING NECESSARY

The Contractor shall provide everything necessary for the proper execution of the work according to the intent and meaning of the drawings, schedule of quantities and specifications taken together whether the same or may not be particularly shown or described therein provided that the same can reasonably be inferred therefrom and if the Contractor finds any discrepancies therein he shall immediately and in writing refer the same to the Employer / Consultant whose decision shall be final and binding. The Contractor shall provide himself for fresh and tested water for carrying out the work at his own cost. The Employer shall on no account be responsible for the expenses incurred by the Contractor for hired ground or fresh water obtained from elsewhere.

The rates quoted against individual items will be inclusive of everything necessary to complete the said items of work within the contemplation of the contract and beyond the unit price no extra payment will be allowed for incidental or contingent work, labour and / or materials inclusive of all taxes and duties whatsoever except for specific items, if any stipulated in the tender documents.

The Contractor shall supply, fix and maintain at his own cost, for the execution of any work, all tools, tackles, machineries and equipments and all the necessary centering, scaffolding, staging, planking, timbering, strutting, shoring, pumping, fencing, boarding, watching and lighting by night as well as by day required not only for the proper execution and protection of the said work but also for the protection of the public and safety of any adjacent roads, streets, walls, houses, buildings, all other erections, matters and things and the Contractor shall take down and remove any or all such centering, scaffolding, planking, timbering, strutting, shoring, etc., as occasion requires or when ordered so to do and shall fully reinstate and make good all matters and things disturbed during the execution of work to the satisfaction of the Employer / Consultant.



The Contractor shall also provide such temporary road on site as may be necessary for the proper performance of the contract, and for his own convenience but not otherwise. Upon completion, such road shall be broken up and leveled where so required by the drawings unless the Employer shall otherwise direct.

The Contractor shall at all times give access to workers employed by the Employer or any men employed on the buildings and to provide such parties with proper sufficient and if required, special scaffolding, hoists and ladders and provide them with water and lighting and leave or make any holes, grooves etc. in any work, where directed by the Employer as may be required to enable such workmen to lay or fix pipes, electrical and telephone conduit laying, special fittings, etc. The quoted rates of the tenderers shall accordingly include all these above mentioned contingent work.

19. TIME OF COMPLETION, EXTENSION OF TIME AND PROGRESS CHART

a) Time of Completion :

The entire work is to be completed in all respects within the stipulated period of 30 days. The work shall be deemed to be commenced within 7 (Seven) days from the date of issue of formal work order or the date on which the Contractor is instructed to take possession of the site, whichever is later. Time is the essence of the contract and shall be strictly adhered to by the Contractor.

The work shall not be considered as complete until the Employer / Consultant have certified in writing that this has been completed and the Defects Liability Period shall commence from the date of such certificate.

b) Extension of Time :

If in the opinion of the Employer / Consultant the work be delayed (a) by reason of any exceptionally inclement weather, or (b) by reason of instructions from the Employer / Consultant in consequence of proceedings taken or threatened by or disputes, with adjoining or neighboring owners or (c) by the work, or delay, of other contractors or tradesmen engaged or nominated by the Employer / Consultant and not referred to in the specification or (d) by reason of authorized extra and additions or (e) by reason of any combination of workmen or strike or lock-out affecting any of the building trades or (f) from other causes which the Employer / Consultant 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 thereof. 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 lock-outs, as are referred to above, the Contractor shall, immediately give the Employer, written notice thereof. Nevertheless, the Contractor shall use his best endeavors to prevent delay, and shall do all that may be reasonably required, to the satisfaction of the Employer / Consultant



to proceed with the work and on his doing so that it will be ground of consideration by the Employer / Consultant for an extension of time as above provided. The decision of the Employer as to the period to be allowed for an extension of time for completion hereunder (which decision 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 extension being granted, determine and declare the final completion date. The provision in Clause 20 with respect to payment of liquidated damages shall in such case, be read and construed as if the extended date fixed by the Employer were substituted for and the damage shall be deducted accordingly.

Hindrance Register in the approved format shall be maintained and proper record of hindrances arisen and solved with the dates to be recorded in the register by the Employer's Site Engineer / Consultant's Site Engineer and Contractor's authorized representative so that extension of time to be granted can be derived from the register and recommended by the Consultant and approved by the Employer.

c) Progress of work / work program :

During the period of construction/execution of work, the Contractor shall maintain proportionate progress on the basis of the Program Chart submitted by the Contractor immediately before commencement of work and agreed to by the Employer / Consultant. Contractor should also include planning for procurement for scarce materials well in advance and reflect the same in the Program Chart so that there is no delay in completion of the project.

20. LIQUIDATED DAMAGES

Should the work be not completed to the satisfaction of the Employer / Consultant within the stipulated period, the Contractor shall be bound to pay to the Employer a sum calculated @ 1.00% of the accepted contract sum per week of delay subject to a maximum of 10% of the accepted contract value by way of liquidated damages and not as penalty during which the work remains un-commenced or unfinished after the expiry of the completion date.

21. ACTION WHEN WHOLE OF SECURITY DEPOSIT IS FORFEITED

In any case in which under any clause or clauses of this contract, the contractor shall have rendered himself liable to pay liquidated damages amounting to the whole of his security deposit (whether paid in one sum or deducted by installments) the Employer shall have power to adopt any of the following courses as they may deem best suited to the interest of the Employer :-

- a) To rescind the contract (of which rescission notice in writing to the contractor under hand of the Employer shall be conclusive evidence), and in which case the security deposit of the contractor shall stand forfeited and be absolutely at the disposal of the Employer.



- b) To employ labour by the Employer and to supply materials to carry out the work, or any part of the work, debiting the contractor with the cost of the labour and price of material (of the amount of which cost and price of a certificate of the Consultant shall be final and conclusive against the contractor) and crediting him with the value of the work done, in all respects in the same manner and at the same rates as if it had been carried out by the contractor under the terms of this contract the certificate of the Employer as to the value of the work done, shall be final and conclusive against the contractor.
- c) To measure up the work of the contractor, and to take such part thereof as shall be unexecuted, out of his hands, and to give it to another contractor to complete in which any expenses which may be incurred in excess of the sum which would have been paid to the original contractor, if the whole work had been executed by him (of the amount of which excess the certificates in writing of the Consultant shall be final and conclusive) shall be borne and paid by the original contractor and may be deducted from any money due to him by the Employer under the contract or otherwise, or from his security deposit or the proceeds of sale thereof or a sufficient part thereof.

In the event of any of the above courses being adopted by the Employer / Consultant the contractor shall have no claim to compensation for any loss sustained by him by reasons of his having purchased or procured any materials or entered into any engagements, or make any advances on account of or with a view to the execution of the work or the performance of the contract. And in case the contract shall be rescinded under the provision aforesaid, the contractor shall not be entitled to recover or be paid any sum for any work thereto for actually performed under this contract unless and until the Employer / Consultant will have certified in writing the performance of such work and the value payable in respect thereof, and he shall only be entitled to be paid the value so certified.

**22. TOOLS, STORAGE OF MATERIALS, PROTECTIVE WORKS AND SITE OFFICE REQUIREMENTS**

The Contractor shall provide, fix up and maintain in an approved position proper office accommodation for the Contractor's representative and staff, which offices shall be open at all reasonable hours to receive instruction notices or communications and clear away on completion of the work and make good all work disturbed.

All drawings maintained on the site are to be carefully mounted on boards of appropriate size. They are to be protected from ravages of termites, ants and other insects.

The Contractor shall provide at his own cost all artificial light required for the work and to enable other contractors and sub-contractors to complete the work within the specified time.





The Contractor shall provide a suitable temporary hut for the watchmen and clear away the same when no longer required and to provide all necessary attendance, lights etc, required.

The Contractor shall arrange for temporary latrines for the use of workers and field staff and keep the same in a clean and sanitary condition to the satisfaction of the Public Health Authorities and shall cause such latrines and soil to be cleared away whenever necessary and shall make good all the work disturbed by these conveniences.

Every precaution shall be taken by the Contractor to prevent the breeding of mosquitoes on the work during the construction and all receptacles, cisterns, water tanks etc. used for storage of water must be suitably protected against breeding of mosquitoes. The contractor shall indemnify the Employer against any each of rules in respect of anti-malarial measures. The Contractor shall not fix or place any placards or advertisement of any description or permit the same to be fixed or placed in or upon any boarding gantry, building structure other than those approved by the Employer.

#### Protective Measures

The Contractor from the time of being placed in possession of the site must make suitable arrangements for watching, lighting and protecting the work, the site and surrounding property by day, by night, on Sundays and other holidays.

The Contractor shall indemnify the Employer against any possible damage to the building, roads, or member of the public in course of execution of the work.

The Contractor shall provide necessary temporary enclosures, gates, entrances etc. for the protection of the work and materials and for altering and adopting the same as may be required and removing on completion of the work and making good all work undisturbed.

#### Storage of materials

The Contractor shall provide and maintain proper sheds for the proper storage and adequate protection of the materials etc. and other work that may be executed on the site including the tools and materials of sub-contractors and remove same on completion. Sheds for storage of cement are to have pucca floor raised above the ground. Cement godown shall be constructed for storing about six weeks requirements of cement and stored as per norms with a stack of 10 bags each, two ft. opening all around with two ft. passage between each stack. Structure shall be waterproof from all the sides and top. Cement should be stored one ft. above the ground level and have pucca raised floor.



So also reinforcement bars are to be stored above the ground level to prevent the same from getting rusted.

#### Tools

All tools, equipment and instruments as instructed by the Employer / Consultant and considered necessary for the work shall be provided by the Contractor for the due performance of this contract.

All measuring tapes shall be of steel and suitable scaffolding and ladders that may be required for taking measurement shall be supplied by the Contractor.

The mistries and the supervisors on the work shall carry with them always an one metre or two metre steel tapes and a measuring tape of 30 metres, a spirit level, a plumb bob and a square and shall check the work to see that the work is being done according to the drawing and specifications. The Site Engineer will use any or all measuring instruments or tools belonging to the contractors as he chooses for checking the work executed or being executed on the contract.

The Contractor should cover in his rates for making provisions for all reasonable facilities for the use of his erected scaffolding, and / or tools and plant etc by sub-contractors for their work or for work to be carried out by other agencies employed by the Employer / Consultant.

#### 23. NOTICE AND PATENTS OF APPROPRIATE AUTHORITY AND OWNERS

The Contractor shall conform to the provisions of any Act of the Legislature relating to the work and to the Regulations and Bylaws of any authorities, and/or any water, lighting and other companies, and/or authorities with whose systems the structures were proposed to have connection and shall before making any variations from the drawings or specification that may be associated to so conform, give the Employer / Consultant written notices specifying the variations proposed to be made and the reasons for making them and apply for instruction thereon. The Employer / Consultant on receipt of such intimation, shall give a decision within a reasonable time.

The Contractor/s shall arrange to give all notices required for by the said Acts. Regulations or Byelaws to be given to any authority, and to pay to such authority or to any public officer all fees that may be properly chargeable in respect of the work and lodge the receipts with the Employer.

The Contractor shall indemnify the Employer against all claims in respect of patent rights, royalties, damages to buildings, roads or member of public in course of execution of work and shall defend all actions arising from such claims and shall keep the Employer saved harmless and indemnified in all respects from such actions, costs and expenses.



**24. CLEARING SITE AND SETTING OUT WORKS**

The site shown on the plan shall be cleared of all obstructions, trees, bushes, shrubs, loose stone, and rubbish materials of all kinds. All holes or hollows whether originally existing or produced by removal of loose stone or materials shall be carefully filled up with earth well rammed and leveled off as directed at his own cost.

The Contractor shall set out the work and shall be responsible for the true and perfect setting out of the work and for the correctness of the positions, levels, dimensions and alignment of all parts thereof. If at any time, any error shall appear during the progress of any part of the work, the Contractor shall at his own expenses rectify such error, if called upon to the satisfaction of the Employer / Consultant. The Contractor shall further set out the work to the alternative positions at the site until one is finally approved and the rates quoted in his tender should include for this and no extra on this account will be entertained.

**25. DATUM**

The 'datum' will be furnished by the Consultant / Employer in conformity with regulations of appropriate Authority. The contractor shall make arrangements for preserving the above datum till completion of the work. All levels shown in the drawings are to be strictly adhered to.

**26. BENCHES**

The Contractor is to construct and maintain proper benches of all the main walls, in order that the lines and levels may be accurately checked at all times.

These benches will consist of timber posts of adequate length and minimum diameter 75mm to be driven in the ground at suitable distance as directed encased with brick work. The wire nails will be driven on the top of wooden post on the center line of columns, walls, inside and outside faces of foundation trenches. Center line of walls, columns etc. may be clearly indicated so that checking may be done at any time, if it is so required.

**27. CONTRACTOR IMMEDIATELY TO REMOVE ALL OFFENSIVE MATTERS**

All soil, filth or other matters of any offensive nature taken out of any trench, sewer, drain, cesspool or other place shall not be deposited on the surface but shall be at once carted away by the Contractor to a safe place as per rules of the appropriate authorities.



The Contractor shall keep the foundations and work free from water and shall provide and maintain at his own expenses electrical or other power driven pumps and other plant to the satisfaction of the Employer for the purpose, until the building is handed over to the Employer.

The Contractor shall arrange for the disposal of the water so accumulated to the satisfaction of the Employer and the local authority and no claims will be entertained afterwards if he does not include in his rates for the purpose.

**28. ACCESS**

Any authorised representative of the Employer / Consultant shall at all reasonable times have free access to the work and/or to the workshops, factories or other places where materials are being prepared or constructed for the work and also to any place where the materials are lying or from where they are being obtained, and the Contractor shall give every facility to the Employer or their representatives necessary for inspection and examination and test of the materials and workmanship. Except the representatives of the Employer and Consultant no person shall be allowed at any time without the written permission of the Employer.

**29. MATERIALS, WORKMANSHIP, SAMPLES, TESTING OF MATERIALS**

All the work specified and provided for in the specifications or which may be required to be done in order to perform and complete any part thereof shall be executed in the best and most workman like manner with materials of the approved quality of the respective kinds in accordance with the particulars contained in and implied by the specifications and as represented by the drawings or according to such other additional particulars, and instructions as may from time to time be given by the Employer / Consultant during the execution of the work, and to his entire satisfaction.

A list of Mandatory Tests is annexed (Appendix III) which is only indicative and not exhaustive. The contractor will have to carry out the tests at his own cost in any approved testing laboratory as necessary. Any other tests, special or routine, on any material or workmanship, if advised to be done by the Employer / Consultant for any reason whatsoever, shall be carried out by the Contractor for which no additional payment will be made.

A list of materials of approved make and brand is shown in the "Technical Specifications". Materials are to be used from the annexed approved materials list. In case of non-availability of specified makes, alternative products of equivalent quality may be used with prior permission from the Employer / Consultant.



All the materials (except where otherwise described) stores and equipment required for the full performance of the work under the contract must be provided through normal channels and must include charges for all duties and other charges legally payable and must be the best of their kind available and the Contractor/s must be entirely responsible for the proper and efficient carrying out of the work. The work must be done in the best workman like manner. Samples of all materials to be used must be submitted to the Employer / Consultant when so directed by the Employer / Consultant and written approval from Employer / Consultant must be obtained prior to placement of order.

During the inclement weather, the Contractor shall suspend concreting and plastering for such time as the Employer / Consultant may direct and shall protect from injury all work during its course of execution. Any damage (during construction) to any part of the work for any reasons due to rain, storm or neglect of Contractor, shall be rectified by the Contractor in an approved manner at no extra cost.

Should the work be suspended by reason of rain, strike, lock-outs or any other cause, the Contractor shall take all precautions necessary for the protection of work and at his own expenses shall make good any damage arising from any of these causes.

The Contractor shall cover up and protect from damage, from any cause, all new work and supply all temporary doors, protection to windows, and any other requisite protection for the execution of the work whether by himself or special tradesmen or sub-Contractor and any damage caused must be made good by the Contractor at his own expenses.

### 30. REMOVAL OF IMPROPER WORK

The Employer / Consultant shall during the progress of the work have power to order in writing from time to time the removal from the work within such reasonable time or times as may be specified in the order of any materials which in the opinion of the Employer / Consultant are not in accordance with specifications or instructions, the substitutions or proper re-execution of any work executed with materials or workmanship not in accordance with the drawings and specifications or instructions. In case the Contractor refuses to comply with the order the Employer / Consultant shall have the power to employ and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereto as certified by the Employer / Consultant shall be borne by the Contractor or may be deducted from any money due to or that may become due to the Contractor. No certificate which may be given by the Consultant shall relieve the Contractor from his liability in respect of unsound work or bad materials.



### 31. SITE ENGINEER / PROJECT MANAGEMENT CONSULTANTS (PMC)

The term Site Engineer / Project Management Consultants (PMC) shall mean the person appointed and paid by the Employer to superintend the work. The Contractor shall afford the Site Engineer / PMC every facility and assistance for examining the work and materials and for checking and measuring work and materials. The Site Engineer / PMC shall have no power to revoke, alter, enlarge or relax any requirements of the contract or to sanction any day work, additions, alterations, deviations or omission or any extra work whatever, except in so far as such authority may be specially confirmed by a written order of the Employer.

The Site Engineer / PMC shall have power to give notice to be Contractor or to his foreman, of non-approval of any work or materials and such work shall be suspended or the use of such materials shall be discontinued until the decision of the Employer / Consultant is obtained. The work will from time to time be examined by the Consultant, Engineer of the Employer and the Site Engineer / PMC. But such examination shall not in way exonerate the Contractor from the obligation to remedy any defects which may be found to exist at any stage of the work or after the same is complete. Subject to the limitations of this clause the Contractor shall take instructions only from the Consultant / Employer.

### 32. OFFICE ACCOMMODATION FOR THE SITE ENGINEER / PMC

The Contractor shall provide, erect and maintain at his cost a separate simple watertight office accommodation for the Site Engineer / PMC in case it is not already available at site. This accommodation shall be well lighted and ventilated and provided with windows, door with a lock. The Site Engineer / PMC's office shall be a minimum of 14 Sqm. (150 Sqft.) and the contractor shall provide a desk, chairs, drawers for keeping drawings, a cupboard having proper lock and a tackboard for displaying drawings and lights and fans. The accommodation shall be demolished when directed.

### 33. CONTRACTOR'S EMPLOYEES

The Contractor shall employ technically qualified and competent supervisors for the work who shall be available (by turn) throughout the working hours to receive and comply with instruction of the Employer / Consultant. The Contractor shall engage at least one experienced Engineer as Site Engineer for execution of the work. The Contractor shall employ in connection with the work persons having the appropriate skill or ability to perform their job efficiently.

The Contractor shall employ local labourers on the work as far as possible.



No labourer below the age of sixteen years and who is not an Indian National shall be employed on the work.

Any labourer supplied by the Contractor to be engaged on the work on day-work basis either wholly or partly under the direct order or control of the Employer or his representative shall be deemed to be a person employed by the contractor.

The Contractor shall comply with the provisions of all labour legislation including the requirements of –

- a: The Payment of Wages Act
- b: Employer's Liability Act
- c: Workmen's Compensation Act
- d: Contract Labour (Regulation and Abolition) Act, 1970 and Central Rules – 1971.
- e: Apprentices Act 1961
- f: Any other Act or enactment relating thereto and rules framed thereunder from time to time.

The Contractor shall keep the Employer saved harmless and indemnified against claims if any of the workmen and all costs and expenses as may be incurred by the Employer in connection with any claim that may be made by any workmen.

The Contractor shall comply at his cost with the order of requirement of any Health Officer of the State or any local authority or of the Employer regarding the maintenance of proper environmental sanitation of the area where the Contractor's labourers are housed or accommodated for the prevention of small pox, cholera, plague, typhoid, malaria and other contagious diseases. The Contractor shall provide, maintain and keep in good sanitary condition adequate sanitary accommodation and provide facilities for pure drinking water at all times for the use of men engaged on the work and shall remove and clear away the same on completion of the work. Adequate precautions shall be taken by the Contractor to prevent nuisance of any kind on the work or the lands adjoining the same.

The Contractor shall arrange to provide first-aid treatment to the labourers engaged on the work. He shall within 24 hours of the occurrence of any accident at or about the site or in connection with execution of the work, report such accident to the Consultant / Employer and also to the competent authority where such report is required by law.



**34. DISMISSAL OF WORKMEN**

The Contractor shall on the request of the Employer / Consultant immediately dismiss from work any person employed thereon by him, who may in the opinion of the Employer / Consultant be unsuitable or incompetent or who may misconduct himself. Such discharge shall not be the basis of any claim for compensation or damages against the Employer / Consultant or any of their officer or employee.

**35. ASSIGNMENT**

The whole of the work included in the contract shall be executed by the Contractor and the Contractor shall not directly or indirectly transfer, assign or underlet the contract or any part, share or interest therein nor, shall take a new partner, without written consent of the Employer and no subletting shall relieve the Contractor from the full and entire responsibility of the contract or from active superintendence of the work during their progress.

**36. NOMINATED SUB-CONTRACTOR**

All specialists, Merchants, Tradesmen and others executing any work or supply and fixing any goods for which prime cost prices or provisional sums are included in the Schedule of Quantities / Rates and / or specifications who may be nominated or selected by the Employer are hereby declared to be sub-contractors employed by the contractor and are herein referred to as nominated sub-contractors.

No nominated sub-contractor shall be employed on or in connection with the work against whom the contractor shall make reasonable objection or save where the Employer and contractor shall otherwise agree who will not enter into a contract provided :

- a) That the nominated sub-contractor shall indemnify the contractor against the same obligations in respect of the subcontract as the Contractor is under in respect of this contract.
- b) That the nominated sub-contractor shall indemnify the contractor against claims in respect of any negligence by the sub-contractor, his servants or agents or any misuse by him or them of any scaffolding or other plants the property of the contractor or under any Workman's compensation Act in force.





- c) Payment shall be made to the nominated sub-contractor by the contractor within fourteen days of his receipt of the Consultant's certificate provided that before any certificate is issued the contractor shall upon request furnish to the Consultant proof that all nominated sub-contractors' accounts included in previous certification have been duly discharged, in default whereof the Employer may pay the same upon a certificate of the Consultant and deduct the amount thereof from any sums due to the contractor. The exercise of this power shall not create privileges of contract between the Employer and the sub-contractor.

**37. DAMAGE TO PERSONS AND PROPERTY, INSURANCE ETC.**

The Contractor shall be responsible for any injury to the work or workmen to persons, animals or things and for all damages to the structural and/or decorative part of property which may arise from the operations or neglect of himself or of any sub-Contractor or of any of his or a sub-Contractor's employees, whether such injury or damage arise from carelessness, accident or any other cause whatsoever in any way connected with the carrying out of this contract. The clause shall be held to include inter-alia, any damage to buildings whether immediately adjacent or otherwise, and any damage to roads, street, foot-paths or pathways as well as damage caused to the buildings and the work forming the subject of this contract by rain, wind or other inclemency of the weather. The Contractor shall indemnify and hold harmless the Employer in respect of all and any expenses arising from any such injury or damages to persons or property as aforesaid and also in respect of any claim made in respect of injury or damage under any acts of compensation or damage consequent upon such claim.

The Contractor shall reinstate all damage of every sort mentioned in this clause, so as to deliver the whole of the contract work complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damages to the property or third parties.

**38. INSURANCES**

The Contractor shall obtain a policy covering under Workmen Compensation Act, a third party Insurance as well as any other insurance and indemnify the Employer entirely from all responsibility in this respect. The insurance must be placed with a company approved by the employer.

Unless otherwise instructed the Contractor shall insure the work and keep them insured until the virtual completion of the contract against loss or damage by fire and/or earthquake, flood or damages from whatever cause by an "All Risk Insurance Policy" for the full value of the contract and workmen. The minimum limit of coverage for third party insurance shall be 0.5% (zero point five percent) of the accepted contract sum per occasion and maximum four occurrences a year at any time of the contract period.



The insurance is to be at their own cost and must be placed with a company approved by the Employer, in the joint names of the Employer and the Contractor for such amount. For any further sum if called upon to do so by the Employer, the premium of such further sum being allowed to the Contractor as an authorised extra.

Moreover, the contractor will be required to obtain "Workman's Compensation Insurance" from an approved insurance company at his own cost.

The Contractor shall deposit the policy and receipt for premiums paid with the Employer within 7 (Seven) days from the date of commencement of the work unless otherwise instructed. In default of the Contractor insuring as provided above, the Employer on his behalf may so insure and may deduct the premiums paid from any money due, or which may become due to the contractor. The Contractor shall as soon as the claim under the policy is settled or the work reinstated by the Insurance Company should they elect to do so, proceed with due diligence with the completion of work in the same manner as though the fire has not occurred and in all respects under the conditions of the contract. The Contractor in case of rebuilding or reinstatement after fire, shall be entitled to extension of time for completion as the Employer may deem fit.

Insurance is compulsory and must be effected from the very initial stage. The Contractor shall also be responsible for any thing which may be excluded from damage to any property arising out of incidents, negligence or defective carrying out of this contract.

The Employer shall be at liberty and is hereby empowered to deduct the amount of any damages, compensations, costs, charges and expenses arising or accruing from or in respect of any such claim or damages from any sums due or to become due to the Contractor.

### 39. ACCOUNTS RECEIPTS AND VOUCHERS

The Contractor shall, upon the request of the Employer / Consultant furnish them all the invoices, accounts, receipts and other vouchers that they may require in connection with the work under this contract.

If the Contractor shall use materials less than what he is required under the contract, the value of the difference in the quantity of the materials he was required to use and that he actually used shall be deducted from his dues. The decision of the Employer shall be final and binding on the Contractor as to the amount of materials the Contractor is required to use for any work under this contract.



**40. MEASUREMENT OF WORK**

The Contractor will record the measurements in the approved printed measurement book available in the Consultant's office on payment and submit measurements for verification and endorsement of Project Management Consultant / Site Engineer and representatives of Consultant and Employer. The contractor should submit the bill with such endorsement.

The Consultant shall upon receipt of the bill intimate to the contractor that he requires the work to be measured, and the contractor shall forthwith attend or send a Qualified Agent to assist the Consultant or the Consultant's Representative / Employer's Representatives in taking such measurements and calculations and to furnish all particulars or to give all assistance required by either of them.

Should the Contractor not attend or neglect or omit to send such Agent then the measurement taken by the Consultant or a Representative approved by him shall be taken to be the correct measurement of the work.

The Contractor or his Agents may at the time of measurement take such notes and measurements as he may require. All authorised extra work, omissions and all variations made without the Consultant's knowledge, if subsequently sanctioned by him in writing, with the approval of the Employer shall be included in such measurements. The final measurement should be done within three months from the date of completion of work jointly by the Consultant and / or his Representative. If the contractor fails to comply, the measurements taken by the Consultant will be final.

**41. METHOD OF MEASUREMENT**

Unless otherwise mentioned elsewhere in the tender document, measurements will be done on the net quantities of work produced in accordance with upto date rules laid down by the Indian Standard Institution. In the event of any dispute with regard to the measurement of the work executed, the decision of the Consultant / Employer shall be final and binding on the contractor.

**42. ACTION WHERE NO SPECIFICATION**

In the case of any class of work for which there is no such specification in Technical Specification, such work shall be carried out in accordance with the I.S. Specification and in the event of there being no I.S. Specification, then in such case the work shall be carried out in all respects in accordance with the instructions and requirements of the Consultant / Employer.



43. **CONTRACTOR NOT TO DEPOSIT MATERIALS IN A MANNER THAT MAY CAUSE INCONVENIENCE TO THE PUBLIC**

The contractor (s) shall not deposit materials on any site which will cause inconvenience to the public. The Employer / Consultant may require the contractor to remove any materials, which are considered by him to be a danger or inconvenience to the public or cause them to be removed at the contractors cost.

44. **PAYMENTS**

All bills shall be prepared by the Contractor in the form prescribed by the Employer / Consultant (format enclosed). Normally one interim bill shall be prepared each month subject to minimum value for interim bill as stated in APPENDIX - I, for interim certificates. The bills in proper forms must be duly accompanied by detailed measurements recorded in the approved measurement books and should be submitted any other duly endorsed by the Site Engineer as defined in Clauses 40 & 41 above in support of quantities of work done and must show deductions for all previous payments, retention money, etc. Ad-hoc payment for work actually executed together with other accepted claims will be made for the interest of Bank's work at absolute discretion of the Employer on specific request of the contractor. However ad-hoc payment will be made, shall not exceed more than 75% of billed value. The contractor will be required to submit the bill along with the records of joint measurements for claiming ad-hoc payment together with vouchers / bills etc.

The Consultant / Employer shall issue a certificate after due scrutiny of the Contractor's bill stating the amount due to the Contractor from the Employer and the Contractor shall be entitled to payment thereof, by the Employer within the period of honoring certificates mentioned in the APPENDIX - I.

The amount stated in an interim certificate shall be the total value of work properly executed and approx. 75% of invoiced valued of material brought to site for permanent incorporation into the work upto the date of the bill provided that they are of a durable non-fragile nature less the amount to be retained by the Employer as retention money vide Clause 17 of these conditions and less installments previously paid under these conditions. The materials against which secured advance will be considered are timber, ply boards, block boards, pre-laminated particle boards, laminated sheets, door and window frames & shutters, flooring materials, paints, G.I. & C.I. pipes & fittings, sanitary fixtures & fittings etc. Such materials against which secured advance are considered are not to be prematurely brought to site.



The materials to be considered for secured advance shall only include the value of the said material and goods as and from such time as they are reasonably, properly and not prematurely brought to or placed adjacent to the work and then only if adequately protected against weather or other casualties, provided also that the materials are considered acceptable by the PMC / Consultant. An indemnity bond is to be submitted in the annexed format whenever Secured Advance against materials are prayed for.

If the Employer has supplied any materials or goods to the Contractor, the cost of any such materials or goods will be progressively deducted from the amount due to the Contractor in accordance with the quantities consumed in the work.

All the interim payments shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed, and shall not preclude the requiring of bad, unsound, and imperfect or unskilled work to be removed and taken away and reconstructed or re-erected or be considered as an admission of the due performance of the contract, or any part thereof in any respect or the accruing of any claim, nor shall, it conclude determine or affect in anyway the powers of the Employer under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise or in any other way vary or affect the contract. The final bill shall be submitted by the Contractor to the Consultant within one month of the date fixed for completion of the work or of the date of certificate of completion furnished by the Consultant and payment shall be made by the Employer within three months from the date of receipt of the final bill duly verified & certified by the Consultant.

#### FINAL PAYMENT

The final bill shall be accompanied by a certificate of completion from the Consultant. Payments of final bill shall be made after deduction of Retention Money as specified in Clause 17 of these conditions, which sum shall be refunded in the manner stated in Clause 17. The acceptance of payment of the final bill by the Contractor would indicate that he will have no further claim in respect of the work executed.

#### 45. VARIATION / DEVIATION

The Contractor may when authorised and shall when directed in writing by the Employer add and / or omit or vary the works shown in the drawings or described in the specifications or included in the Price Schedule of Quantities. The Contractor on his own accord shall make no addition, omission or variation without such authorisation or direction by the Employer or his accredited representative shall when confirm correctly by the contractor in writing within 3 days shall be deemed to have been given in writing.



The price all of such non-tendered / substituted items will be worked out on the basis of rates quoted for similar items in the contract wherever existing or on Engineering rate analysis based on prevalent fair price of labour, materials at site of work and other components as required.

No claim for an extra shall be allowed unless it shall have been executed by the authorisation of Employer/ Consultant. No variation i.e. addition, omission or substitution shall vitiate the contract.

It is further clarified that for all such authorized extra items where rates cannot be derived from the tender, the contractor shall submit rates duly supported by rate analysis worked on the " market rate basis " for material, labour, hire/running charges of equipment and wastages etc. plus 15% towards establishment charges, contractor' overheads and profit. Such items shall not be eligible for escalation.

#### 46. SUBSTITUTION

Should the Contractor desire to substitute any materials and workmanship, he/they must obtain the approval of the Employer / Consultant in writing for any such substitution well in advance. For materials designated in this specification by such term as "Equal" or "Other approved" etc. specific approval of the Employer / Consultant has to be obtained in writing.

#### 47. PREPARATION OF BUILDING WORKS FOR OCCUPATION AND USE ON COMPLETION

The whole of the work will be thoroughly inspected by the Contractor and deficiencies and defects put right. On completion of such inspection, he shall inform the Consultant that he has completed the work and it is ready for inspection.

On completion, the Contractor shall clean all windows & doors including cleaning and oiling, if necessary, of all hardware, inside & outside, all floors, staircases and every part of the building. He will leave the entire building neat and clean and ready for immediate occupation and to the satisfaction of the Employer / Consultant.

#### 48. CLEARING SITE ON COMPLETION

On completion of the work the Contractor shall clear away and remove from the site all constructional plant, surplus materials, rubbish and temporary work of every kind and leave the whole of the site and the work clean and in a workmanlike condition to the satisfaction of the Employer / Consultant.

#### 49. DEFECTS AFTER COMPLETION

The Contractor shall make good at his own cost and to the satisfaction of the Employer / Consultant all defects, shrinkage, settlements or other faults which may appear within 12 months after completion of the work and considered as the "defect liability period". In default the Employer may employ and pay other persons to amend and make good such damages, losses and expenses consequent thereon or incidental thereto shall be made good and borne by



the Contractor and such damages, loss and expenses shall be recoverable from him by the Employer or may be deducted by the Employer, in lieu of such amending and making good by the Contractor, deduct from any money due to the Contractor a sum equivalent to the cost of amending such work and in the event of the amount retained being insufficient recover that balance from the Contractor from the amount retained under Clause No.17 together with any expenses the Employer may have incurred in connection therewith.

#### 50. CONCEALED WORK

The Contractor shall give due notice to the Employer / Consultant whenever any work is to be buried in the earth, concrete or in the bodies of walls or otherwise becoming inaccessible later on in order that the work may be inspected and correct dimensions taken before such burial, in default whereof the same shall, at the opinion of the Employer / Consultant be either opened up for measurement at the Contractor's expense or no payment be made for such materials. Should any dispute or difference arise after the execution of any work as to measurements etc. or other matters which cannot be conveniently tested or checked, the notes of the Employer / Consultant shall be accepted as correct and binding on the Contractor.

#### 51. ESCALATION

The rates quoted shall be firm throughout the tenure of the contract (including extension of time, if any, granted) and will not be subject to any fluctuation due to increase in cost of materials, labour, etc. unless specifically provided in these documents.

#### 52. IDLE LABOUR

Whatever the reasons may be, no claim for idle labour, additional establishment cost of hire and labour charges of tools and plants would be entertained under any circumstances.

#### 53. SUSPENSION

If the Contractor except on account of any legal restraint upon the Employer preventing the continuance of the work or in the opinion of the Employer shall neglect or fail to proceed with due diligence in the performance of his part of the contract or if he shall more than once make default the Employer shall have the power to give notice in writing to the Contractor requiring the work be proceeded within a reasonable manner such notices purport to be a notice under this Clause.

After such notice shall have been given, the Contractor shall not be at liberty to remove from the site of the work or from any ground contiguous thereto, any plant or materials to subsist from the date of such notice being given until the notice shall have been complied with. If the



Contractor shall fail for 7 (seven) days after such notice has been given to proceed with the work as therein prescribed, the Employer may proceed as provided in the Clause 54. (Termination of Contract by the Employer).

#### 54. TERMINATION OF CONTRACT BY EMPLOYER

If the Contractor being a company go into liquidation whether voluntary or compulsory or being a firm shall be dissolved or being an individual shall be adjudicated insolvent or shall make an assignment or a composition for the benefit of the greater part, in number of amount of his creditors or shall enter into a Deed or arrangement with his creditors, or if the Official Assignee in insolvency, or the Receiver of the Contractor in insolvency, shall repudiate the contract, or if a Receiver of the Contractor's firm appointed by the court shall be unable, within fourteen days after notice to him requiring him to do so, to show to the reasonable satisfaction of the Employer that he is able to carry out and fulfill the contract and if so required by the Employer to give reasonable security therefor, or if the Contractor shall suffer execution to be issued, or shall suffer any payment under this contract to be attached by or on behalf of and of the creditors of the contractor, or shall assign, charge or encumber this contract or any payments due or which may become due to the Contractor, thereunder, or shall neglect or fail to observe and perform all or any of the acts matters of things by this contract, to be observed and performed by the Contractor within three clear days after the notice shall have been given to the Contractor in manner hereinafter mentioned requiring the Contractor to observe or perform the same or shall use improper materials or workmanship in carrying on the work, or shall in the opinion of the Employer not exercise such due diligence and make such due progress as would enable the work to be completed within due time agreed upon and shall fail to proceed to the satisfaction of the Employer after three clear days notice requiring the Contractor so to do shall have been given to the Contractor as hereinafter mentioned, or shall abandon the contract, then and in any of the said cases, the Employer may not withstanding previous waiver determine the contract by a notice in writing to the effect as hereinafter mentioned, but without thereby affecting the powers of the Employer of the obligations and liabilities of the Contractor the whole of which shall continue in force as fully as if the contract had not been so determined and as if the work subsequently executed had been executed by or on behalf of the Contractor (without thereby creating any trust in favour of the Contractor) further the Employer or his agent, or servants, may enter upon and take possession of the work and all plants, tools, scaffolding, sheds, machinery, steam and other power, utensils and materials lying upon premises or the adjoining lands or roads and sell the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the work or by employing any other contractors or other persons or person to complete the work, and the Contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractors or other persons or person employed from completing and





finishing or using the materials and plants for the work when the work shall be completed, or as soon thereafter as conveniently may be the Employer shall give notice in writing to the Contractor to remove his surplus materials and plants and should the Contractor fail to do so within a period of 14 days after receipt by him the Employer may sell the same by Public Auction and shall give credit to the Contractor for the amount so realised. Any expenses or losses incurred by the Employer in getting the work carried out by other contractors shall be adjusted against the amount payable to the Contractor by way of selling his tools and plants or due on account of work carried out by the Contractor prior to engaging other contractors or against the Security Deposit.

#### 55. ARBITRATION

- A) All disputes or differences of any kind whatsoever which shall at any time arise between the parties hereto touching or concerning the work or the execution or maintenance thereof of this contract or the rights touching or concerning the work or the execution or maintenance thereof of this contract or the construction remaining operation or effect thereof or to the right or liabilities of the parties or arising out of or in relation thereto whether during or after determination, fore closure or breach of the contract (other than those in respect of which the decision of any person is by the contract expressed to be final and binding ) shall after written notice by either party to the contract to the other of them and to the Appointing Authority who shall be appointed for this purpose by the Employer be referred for adjudication to a sole Arbitrator to be appointed as hereinafter provided.
- B) It is also a term of the contract that if Contractor (s) do/does not make any demand for arbitration in respect of any claim (s) within 90 days of receiving intimation from Employer / Consultant that the bill after due verification is passed for payment of a lesser amount, or he has accepted the payment as per clause 44 whichever is earlier or otherwise, the Contractor's right under this agreement to refer to arbitration shall be deemed to have been forfeited and Employer / Consultant shall be relieved and discharged of their liability under this agreement in respect of such claims. Further, it is agreed that for the purpose of this clause, such notice is deemed to have been received by the Contractor(s) within 2 days of posting of the letter by Employer / Consultant or when delivered by hand immediately after receipt thereof by the Contractor(s), whichever is earlier. Further, a letter signed by the officials of Employer / Consultant that the letter so posted to the Contractor(s) shall be conclusive.



For the purpose of appointing the sole Arbitrator referred to above, the Appointing Authority will send within thirty days of receipt by him of the written notice, aforesaid to the Contractor, a panel of three names of persons who shall be presently unconnected with the organisation for which the work is executed from the following categories of Arbitrators.

- i) Retired High Court / Supreme Court Judges, who have experience in handling Arbitration cases.
  - ii) Members of the Council of Arbitration.
  - iii) Fellow of the Institution of Engineers, or Indian Institute of Consultant.
  - iv) Eminent Retired Chief Engineers from State / Central P.W.D. / Public Sector Undertakings, of good reputation and integrity.
- C) The Contractor shall on receipt by him of the names as aforesaid select any one of the persons named to be appointed as a sole Arbitrator and communicate his name to the Appointing Authority within thirty days of receipt by him of the names. The Appointing Authority shall thereupon without any delay appoint the said person as the sole Arbitrator. If the Contractor fails to communicate such selection as provided above within the period specified, the Appointing Authority shall make the selection and appoint the selected person as the Sole Arbitrator.
- D) If the Appointing Authority fails to send to the Contractor, the panel of three names as aforesaid within the period specified, the Contractor shall send to the Appointing Authority a Panel of three names of persons out of the above mentioned four categories of Arbitrators who shall all be unconnected with either party. The appointing Authority shall on receipt by him of the names as aforesaid select any one of the person named and appoint him as the sole Arbitrator. If the Appointing Authority fails to select the person and appoint him as the sole Arbitrator within 30 days of receipt by him of the panel and inform the Contractor accordingly, the Contractor shall be entitled to appoint one of the persons from the panel as the sole Arbitrator and communicate his name to the Appointing Authority.
- E) If the Arbitrator so appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever another sole Arbitrator shall be appointed as aforesaid.
- F) The work under the Contract shall, however, continue during the arbitration proceedings and no payment due or payable to the Contractor shall be withheld on account of such proceedings.
- G) The Arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the Parties fixing the date of the first hearing.
- H) The Arbitrator may from time to time, with the consent of the Parties, enlarge the time for making and publishing the award.



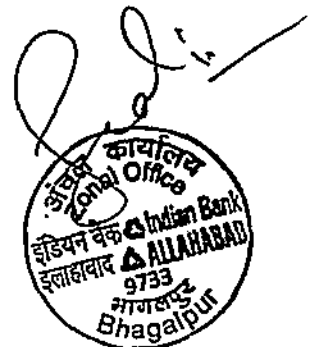
- I) The Arbitrator shall give a separate award in respect of each dispute or difference referred to him. The Arbitrator shall decide each dispute in accordance with the terms of the contract. The venue of arbitration shall be such place as may be fixed by the Arbitrator in his sole discretion.
- J) In all cases, where the amount of claim in dispute is Rs.75,000/- (Rupees seventy five thousand only) and above, the Arbitrator shall give reasons for the award.
- K) The fees, if any, of the Arbitrator shall, is required to be paid before the award is made and published, be paid half and half by each of the Parties. The cost of the reference and of the award including the fees if any, of the Arbitrator who may direct to and by whom and in what manner, such costs or any Cover thereof shall be paid and may fix or settle the amount of costs to be so paid.
- L) The award of the Arbitrator shall be final and binding on both the Parties.
- M) Subject to aforesaid the provisions of the Arbitration Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under, and for the time being in force, shall apply to the Arbitration proceeding under this clause.

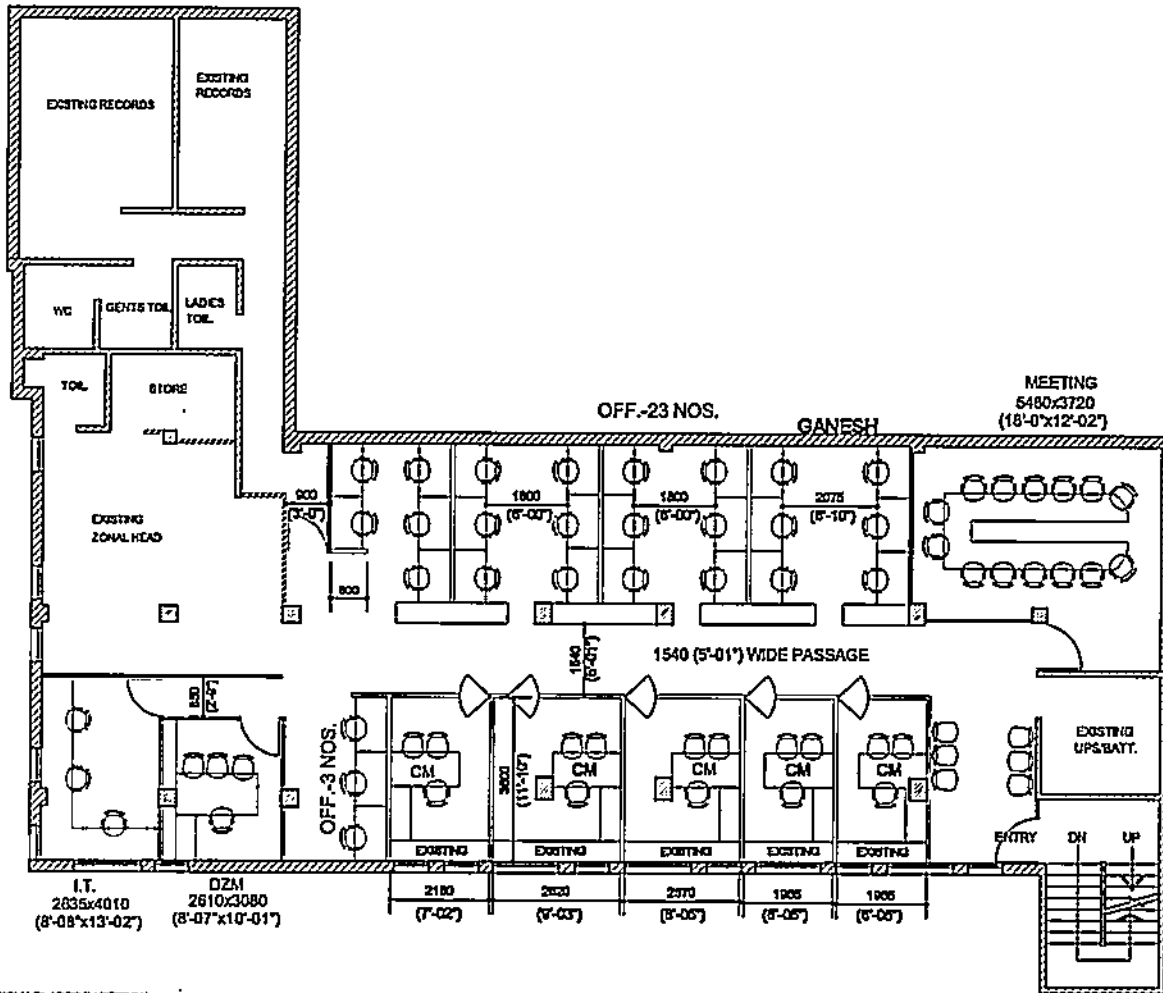






APPENDIX -I

1. Name of work : Interior and furniture work at Bhagalpur Zonal Office
2. Defect liability period (Cl. 49) : 12 (Twelve) months
3. Date of commencement (Cl.19) : 7<sup>th</sup> day from issue of order or handing over site, whichever is later.
4. Date / Time of completion (Cl. 19) : 30 days
5. Liquidated damages (Cl.20) : Rs 2000/- per day subject to a maximum of 10% of the accepted contract value or 1.00% of the accepted contract sum per week subject to a maximum of 10% of the accepted contract value.
6. Initial security deposit (Cl.17) : Nil
7. Retention Percentage (Cl.17) : 10% of the accepted contract value up to one year after completion of assigned work.
8. Period of Honouring Certificate (Cl. 44) : 2 weeks from date of receipt of Certificate from the Consultant.

NOTE : Clauses (Cl) refer to General Conditions of Contract.





PARTLY GLAZED PARTITION -   
 FULL HT. OPAQUE PARTITION -   
 LOW HT. OPAQUE PARTITION -   
 EXISTING PARTITION 

TOTAL CARPET AREA, EXCLUDING TOILET, COLUMN - 278.14 SQM. (2992.79 SFT.)

TOILET AREA-11.00 SQM. (118.36 SFT.)

## PROPOSED FIRST FLOOR LAY-OUT PLAN FOR INDIAN BANK BHAGALPUR ZONAL OFFICE

DEALT- N.G.KUNDU  
 SCALE-1:100  
 DATE - JUNE.28 2025

ALTERNATIVE-7



**axis**  
 DD 185, NEWTOWN,  
 STREET NO. 285,  
 KOLKATA- 700 158



APPENDIX-IIBILL FORMATRUNNING A/C BILL

1. Name of work :
2. Name of Employer :
3. Name of Contractor :
4. Accepted Contract amount :
5. Date of commencement :
6. Stipulated date of completion :
7. Actual date of completion :
8. Extension, if any :
9. Insurance valid upto
  - a) Workmen Compensation Act :
  - b) Contractor's all risk comprehensive insurance Policy etc. :
10. Labour License No. and date and valid upto :
11. Serial No. of this bill :
12. No. & date of previous bill :
13. Ref. to Agreement No. :
14. Earnest money deposit :
15. Total retention money excluding E.M. upto this bill :
16. Period of execution of work for Work which this bill has been : From to



**BHAGALPUR ZONAL OFFICE**

Prepared (Date to be  
Mentioned)

Sl. No.	Item Description	Unit	Rate (Rs.)	As per Tender	
				Qty.	Amount
1.	2.	3.	4.	5.	

Upto previous R/A Bill		Upto date (Gross)		Present bill		Remarks
Qty. (Rs)	Amount	Qty.	Amount (Rs)	Qty.	Amount (Rs)	
6		7		8		9

Note : 1) If part rate is allowed for any time,  
It should be indicated with reasons  
for allowing such a rate.

2) If adhoc payment is made,  
it should be mentioned specifically.

Net Value (A)  
Since previous  
Bill.



**ACCOUNT OF SECURED ADVANCE, IF ADMISSIBLE**  
**ON MATERIALS HELD AT SITE BY THE CONTRACTOR**

No.	Item	Quantity	Unit	Amount	Remarks
1.	2.	3.	4.	5.	6.

Total value of materials at site

Secured Advance @ .....%, of above value

(B)

Certified (I) that the materials mentioned above have actually been brought by the Contractor to the site of the work and no advance on any quantity of any of this item is outstanding on their security, (ii) that the materials (are of imperishable nature) and are all required by the Contractor for use in the work in connection with the items for which rates of finished work have been agreed upon.

Date : .....

.....  
Signature of Site Engineer /PMC  
preparing the bill

Date : .....

.....  
Signature of Contractor

Date : .....

.....  
Signature of Consultant's  
Site Engineer

Date : .....

.....  
Signature of Consultant





MEMORANDUM OF PAYMENT

Date :

- |     |  |     |           |
|-----|--|-----|-----------|
| 1.  | Name of work                               | :   |           |
| 2.  | Name of Employer                           | :   |           |
| 3.  | Name of contractor                         | :   |           |
| 4.  | Contract Amount                            | :   |           |
| 5.  | Date of Commencement                       | :   |           |
| 6.  | Stipulated date of completion              | :   |           |
| 7.  | Actual date of completion                  | :   |           |
| 8.  | <u>Insurance valid upto</u>                |     |           |
| a)  | Workmen Compensation Act                   | :   |           |
| b)  | All Risk Insurance Policy                  | :   |           |
| 9.  | Gross value of work done                   |     |           |
|     | Upto ..... Bill                            | :   |           |
|     | Less : Rebate @      as per tender         | :   |           |
| 10. | Retention money                            | :   |           |
| 11. | Add : Secured Advance<br>against materials | :   |           |
| 12. | Less : Payment made<br>upto .....Bill      | :   |           |
|     |  | (-) | Rs. _____ |
|     |  |     | Rs. _____ |



BHAGALPUR ZONAL OFFICE

13. Less : Ad-hoc payment certified : (-) Rs. \_\_\_\_\_  
Rs. \_\_\_\_\_

Say Rs.

For Indian Bank

The bill amounting to Rs. .... (Rupees .....  
.....) has been scrutinised by me after due test checking of the  
measurements of work as required and is recommended for payment.

\_\_\_\_\_  
Signature of Bank's Engineer  
with date.

Statutory deductions :

(1) Total amount due : Rs. ....  
(2) Less : I.T. Payable : (-)Rs. ....  
(3) Less : Tax on Works Contract : (-)Rs. ....  
\_\_\_\_\_  
Net payable : Rs. ....

The figures given in the Memorandum of Payment has been verified and the bill  
passed for payment of Rs. .... (Rupees .....)

Date :

\_\_\_\_\_  
Signature of Authorized Official  
of Indian Bank.



CERTIFICATE

Certified that the various items of work claimed in this ..... running bill / final bill by the contractors' ..... have been completed to the extent claimed and at appropriate rates and that the items are in accordance with and fully conforming to the standard / prescribed specifications and drawings . We further certify that we have checked the measurements to the extent of 100% (one hundred per cent) of each item claimed in this bill. Hence the bill is recommended for payment of Rs. ....

Date \_\_\_\_\_

\_\_\_\_\_  
(Signature of the Architect)



GENERAL SUMMARYNOTE :

Rates to include any incidental expenses incurred on account of dismantling, handling, temporary stacking / storing and removal of existing partitions, grilles, furniture/electrical items etc. necessary for the work.

SECTION NO.	DESCRIPTION	FOLIO NO.	AMOUNT Rs.	AMOUNT Rs.
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I INTERIOR WORK SCH-INT/3

II FURNITURE WORK SCH-FUR/2

TOTAL :



**SECTION - I**  
**INTERIOR WORK**

SL. NO.	ITEM DESCRIPTION	UNIT	QTY.	RATE (Rs.)	AMOUNT (Rs.)
1	Dismantling existing false ceiling (any type) as per instruction including removal of debris out of the site in conformity with local municipal regulations.	Sqm.	215.00		
2	Providing and fixing in position gypboard false ceiling in two levels as per design, with 12 mm thick gypsum board, including necessary framework of galvanized steel members, complete with recommended fillers, paper tapes and two coats of acrylic emulsion painting of approved shade and brand over two coats of primer of approved quality. Rates to include cost of making openings for ceiling mounted electrical/ air-conditioning accessories as per instructions. Frame work to be used in the work should be "Gypsteel" with hologram. (The work is to be carried out through authorized applicators of M/s.(SAINT-GOBAIN) Gyproc.)	Sqm.	200.00		
3	Supplying & fixing of approved mineral fibre false ceiling system on 15mm flange slitted suspension Silhouette black reveal grid system having maintee 3000 mm. long X 42 mm. web height X 15mm wide tee sections. The Main Runner is to be fixed with 2mm thick pre-stretched G.I. wire with soffit cleat & G.I. Rawl Plug inserted on the main roof to be fixed at 1200mm C/C. The last hanger at the end of each main runner should not be greater than 450mm from the adjacent wall. The Main Runner will be at the distance of 1200mm C/C. The flush fitting 1200mm X 42mm X 15mm wide Cross Tee sections, with precision stub end is to be click fit in between the Main tee at a distance of 600mm to make a module of 1200mm X 600mm. Another cross tee with precision stub end of size 600mm X 42mm X 15mm is to be click fitted at 1200mm sections parallel to Main tee at 600mm centre to make a square grid of 600mm X 600mm.  All base frame material clip end should be made of cold rolled steel components & coated with hot dip galvanized steel. It should have a capping of material coated with baked polyester paint. The perimeter trim (shadow moulding) of dimension 3000 mm X 19mm X 7mm X 7mm X 14mm, white colour secured at 450mm C/C. Silhouette main runners and cross tee to have mitred ends and "birdsmouth" notches to provide mitred cruciform junctions. Prima Dune Premier 99 of M/s. Armstrong or similar equivalent, pre-painted microlook edged tiles 15mm thick suitable for 600mm X 600mm grid to be placed on grid. Tiles should have NRC of 0.50, having light reflection of 85% and thermal conductivity K-0.052-0.057 W/M degrees centigrade and weight of 3.90 kg/sq.mt. The Fire rating of tile should be class 0 for fire propagation & Class 1 for spread of flames as per BS-476. & having humidity resistance of For A.C. Grills & Light fixtures, additional members if required is to be provided into the grid system. The work has to be done as per the direction & supervision of Architect/Manufacturer's representative.	Sqm.	35.00		
4	Providing and fixing 125 mm. wide and 12 mm. thick BWR grade plyboard to be fixed on the wall at the junction of horizontal and vertical surface, the plyboard to be finished at the top upto 75 mm. depth with blue laminate sheet and remaining portion with red laminate sheet of approved quality. Free edges of plyboard are to be provided with polished 6 mm. thick wood lipping, all complete	Mtr.	63.00		

CARRIED OVER :

SCH-INT/1



SL. NO.	ITEM DESCRIPTION	UNIT	QTY.	RATE (Rs.)	AMOUNT (Rs.)
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## BROUGHT FORWARD :

- 5 Modification and repairing existing wall/column panelling with replace of 6 mm thick plyboard and 1 mm thick laminate with necessary hardware system. Quoted rates shall include all necessary materials, accessories and labour and also allow provisions for electrical/telephone/computer wiring conduits and switch boxes, etc (Materials for wiring conduits and switch boxes shall be Rate to include cost of dismantling of existing partitions and removal unserviceable materials outside the premises in conformity with local Municipal Regulation. No separate payment on this account will be admissible.
- i Wall panelling/column panelling Sqm. 40.00
- 6 Supplying and erecting full height opaque partitions (upto 3000 mm. high) as per drawing and conforming to the following specifications :
- basic frame work :  
well seasoned Malaysian sal wood sections, treated with two coats of wood preservatives, 60 mm wide x 40 mm (minimum) at maximum 600mm horizontal or vertical spacings as per site conditions. Vertical members shall be suitably extended upto, anchored and cross-tied at ceiling level.
- skin membrane :  
Single layer 6 mm thick MR grade plyboard on each face as per drawing/instructions.
- finishing :  
Both side finished with 1 mm thick laminate sheet of same or combination shades as per instruction.
- Quoted rates shall include all necessary materials, accessories and labour and also allow provisions for electrical/telephone/computer wiring conduits and switch boxes, etc (Materials for wiring conduits and switch boxes shall be separately paid for.)
- finishing :
- i) Both side finished with 1 mm thick laminate sheet of same or combination shades as per instruction. Sqm. 24.00
- ii) One side finished with 1 mm thick laminate sheet of same or combination shades as per instruction and other side finished by Synthetic Enamel paint. Sqm. 10.00
- 7 Supplying and erecting full height partly glazed partitions (upto 3000 mm. high) as per drawing and conforming to the following specifications:
- basic frame work :  
Well seasoned Malaysian sal wood sections, treated with two coats of wood preservatives, 60 mm wide x 40 mm (minimum) at maximum 600mm horizontal or vertical spacings as per site conditions. Vertical members shall suitably with extended upto, anchored and cross-tied at ceiling level. Exposed frame members in the glazed portions shall have wider spacings (max. 1800 mm.clear) as per instructions.
- skin membrane :  
Opaque portion at top and bottom and exposed frame members in the glazed portions shall have single layer 6 mm. thick MR grade plyboard on each face, as per drawing/instructions.
- finishing :  
1 mm thick laminate sheet of same or combination shades as per instructions
- glazing :  
6 mm. thick clear float glass fixed with continuous teak wood glazing beads of approved shape (from 35 x 25 mm) all round, polished and coated with melamine lacquer finish.
- Quoted rates shall include all necessary materials, accessories and labour and also allow provisions for electrical/telephone/computer wiring conduits and switch boxes, etc (Materials for wiring conduits and switch boxes shall be separately paid for.)
- Sqm. 24.00

CARRIED OVER :

SCH-INT/2



SL. NO.	ITEM DESCRIPTION	UNIT	QTY.	RATE (Rs.)	AMOUNT (Rs.)
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**BROUGHT FORWARD :**

- 8 Supplying and erecting low height opaque partitions (upto max. 1200 mm. high) as per drawing and conforming to the following specifications:

basic frame work :

well seasoned Malayasian sal wood sections, treated with two coats of wood preservatives, 60 mm wide x 40 mm(minimum) at maximum 600 mm horizontal or vertical spacings as per site conditions .

skin membrane :

Single layer 6 mm thick MR grade plyboard on each face, as per drawing/instructions.

finishing :

1 mm thick laminate sheet of same or combination shades as per instructions.

edge moulds :

All free top/end surfaces shall have polished teak wood moulds of approved shape of size 80 mm x 20 mm with melamine lacquer in mat satin finish.

Quoted rates shall include all necessary materials , accessories and labour and also allow provisions for electrical/telephone/computer wiring conduits and switch boxes, etc (Materials for wiring conduits and switch boxes shall be separately paid for.)

Sqm. 57.00

- 9 Supplying and fixing in position 37 mm thick partly glazed door shutter made of 15 mm thick well seasoned second class teak wood planks with double layer ( 6 mm + 4 mm thick) commercial plywood finished with 1.00 mm thick laminate sheet (without joints) of approved quality on both sides of the door shutter upto 900 mm from floor level. The upper portion of the shutter is to be provided with 6 mm thick clear float glass fixed with polished steam beech wood glazing beads of approved design, complete as per drawing. Rate to include cost of hardware fittings e.g.mortice locks, brass hinges etc. of approved make and quality

Sqm. 4.00

- 10 Modification of existing solid door. Repairing by required as necessary all hardware materials and broken wooden part has been pasted by new plywood member. Rate also include new laminate sheet pasted over plywood surface as necessary.

Sqm 10.00

- 11 Modification of existing Main entry door. Repairing by required as necessary all hardware materials including cleaning or replace new glass panes area and plywood. Rate to include new floor spring as necessary.

Sqm 4.00

- 12 Providing and fixing 12 mm thick clear float glass, machine polished along all free edges..

Sqm. 40.00

- 13 Providing and fixing etching films (frosted) on glass surfaces of approved graphical design in patterns of strips as directed.

Sqm. 20.00

**TOTAL CARRIED TO GENERAL SUMMARY :**

SCH-INT/3



**SECTION - II**  
**FURNITURE WORK**

SL. NO.	ITEM DESCRIPTION	UNIT	QTY.	RATE (Rs.)	AMOUNT (Rs.)
1	Modification of existing free - standing and running table including replacement of table top by new 19 mm thick BWR grade block board finished with 1.00 mm thick laminate sheet of approved shade and quality, providing new hardware fixtures etc as per instruction including providing and applying two coats of synthetic enamel paint of approved shade and quality over a coat of approved primer to the metal frame and drawers of the table. (Rate to include supply and fixing of ready made UPS trolley and wire manager)				
a)	Approx. size of 1800 (L) x 900 (W) x 750 mm. (H)	Each	1		
b)	Approx. size of 1500 (L) x 750 (W) x 750 mm. (H)	Each	5		
c)	Approx. size of 750 (W) x 750 mm.(H)	Rmt	40		
2	Providing and erecting in position, Conference Table (Overall approx. size 9000 mm.(L) x 700 mm. (W) x 750 mm. (H)) conforming to relevant drawings and the following specifications : A box type supporting understructure made of 19 mm. BWR grade block board (approx. overall size 8700 x 400 x 725 mm.) having not less than 4 no. intermediate cross ties, also made of 19 mm. thick BWR grade blockboard to ensure adequate rigidity. The table top made of 19 mm. BWR grade block board having an overhang of approx. 300 mm. all around the understructure support. The under side of the overhanging top shall have two additional layers of 19 mm. thick BWR grade block board. Edges of the table top shall be provided with teak wood moulding in decorative profile (out of 75 x 50 mm. sections) as per instruction. The table top shall have finishing layer of approx. 4 mm. thick natural wood veneer of approved shade and quality, laid in an ornamental pattern (diamond, reverse diamond). The top including the edge mould shall have polish finishing in approved shade with highloss PU coating. The vertical faces of the understructure shall also have a finishing layer of approx. 4 mm. thick natural wood veneer of approved shade and quality. The vertical veneer faces shall be finished with polishing in approved shade with melamine lacquer finish. Electrical power point socket to be provided in the table as per direction of engineer and architect	Each	1		
3	Modification and repairing existing side/back cabinet by pasted 4 mm thick plyboard and 1 mm thick laminate over existing surface. Rate to include replace damaged intermediate shelves, shutters made of 19 mm thick BWR grade blockboard and inner and exposed portion finished with paint of approved shade. Shutters will be hung by approved quality concealed type hinges. Locks, satin finish S.S handles etc.of approved variety & make. All work done by instruction of Bank official/Architect.	Mtr.	7.00		

CARRIED OVER :

SCH-FUR/1





SL. NO.	ITEM DESCRIPTION	UNIT	QTY.	RATE (Rs.)	AMOUNT (Rs.)
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## BROUGHT FORWARD :

- |   |   |      |      |  |  |
|---|---|------|------|--|--|
| 4 | Providing 8 mm. thick clear float glass over conference table surfaces. Free edges of glass shall be machine polished. Necessary opening for wire managor shall be made.<br>Payment shall be made as per the finished measurement of glass.   | Sqm. | 7.00 |  |  |
|   |   |      |      |  |  |
| 5 | Providing and fixing in position notice board as per drawing and conforming to the following specifications<br><u>basic frame work :</u><br>well seasoned Malaysian sal wood sections, treated with two coats of wood preservatives, minimum 50 x 25 mm, at suitable horizontal / vertical spacings not exceeding 600 mm c/c.<br><u>skin membrane :</u><br>1 x 4 mm. thick BWR grade plywood over which 12 mm thick approved quality soft board cladded with fabric of approved shade and quality.<br><u>edge moulding :</u><br>All free edges shall have polished 2nd class teak wood moulds of approved shape (finished 50 x 25 mm sections) with melamine lacquer in mat finish. | Sqm  | 3.00 |  |  |

TOTAL CARRIED TO GENERAL SUMMARY :

SCH-FUR/2

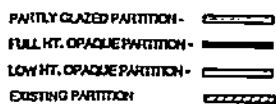


LIST OF APPROVED MATERIALS

## INTERIOR &amp; FURNITURE WORKS

SL. NO.	MATERIAL	BRAND/MANUFACTURER
1.	GYPBOARD FALSE CEILING	- SAINT GOBAIN 'GYPROC'
2.	MINERAL FIBRE FALSE CEILING	- ARMSTRONG - DAIKEN
3.	MR/BWR GRADE BLOCK BOARD, PLY BOARD AND FLUSH DOOR SHUTTER	- DURO - CENTURY - GLOBE - ARCHID - AUSTIN
4	LAMINATES	- SUN MICA - ARCHIDLAM - CENTURY MICA - INTIM - MERINOLAM
5.	GLAZING	- MODI FLOAT - ST. GOBAIN
6.	SYNTHETIC ENAMEL PAINT	- "LUXOL HIGLOSS" (BERGER) - DULUX 'VELVET TOUCH' ENAMEL (ICI) - ASIAN
7.	WHITE CEMENT PUTTY	- BIRLA WHITE - J.K WHITE - MYK - LATICRETE
8.	ACRYLIC EMULSION PAINT	- ASIAN PAINT - BERGER
9.	CABINET /DRAWER LOCKS, DRAWER SLIDES, AUTO-HINGES, KEYBOARD TRAYS	- DORSET - GODREJ - EBCO
10.	DOOR LOCKS AND HANDLES	- DORSET - DORMA (XL) - OZONE





**TOILET AREA-11.00 SQM. (118.38 SFT.)**

**axis**  
DD 185, NEW TOWN,  
STREET NO. 295,  
KOLKATA-700 158

