

NOTICE OF INVITATION TO TENDER FURNISHING WORK AT SHILLONG GARIKHANA BRANCH

Sealed Tender are invited from empanelled Interior Furnishing Contractors for the Furnishing Works to be carried out at our CANARA BANK SHILLONG GARIKHANA BRANCH as per the details below:

1.	Time for Completion	:	45 days from the date of the work order.
2.	Submission of tenders	:	Nature of the document: SINGLE BID CONCEPT. This Tender document comprises of the following: 1) <u>Technical Bid</u> a. Notice Inviting Tenders b. General Rules and Conditions c. List of Makes d. Drawings & Layouts of the Branch 2) <u>Financial Bid</u> a. BOQ of the Works Duly filled documents in their prescribed form should be placed in one sealed envelope. The Name of Work & Tenderer must be written on the envelopes in a legible manner
3.	Date of Issue	:	07/09/2023
4.	Last Date & Time of Submission	:	14/09/2023 up to 03:00 P.M. To, The Assistant General Manager, Premises & Estate Section, Canara Bank, Circle Office, Guwahati.
5.	Date & Time of Opening	:	Will be opened on 14/09/2023 on or after 03:30 P.M. or any subsequent date as intimated by the bank.

The Bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever.

Signature of the Contractor (with Seal)

GENERAL RULES, INSTRUCTIONS AND CONDITIONS

1. Sealed OFFERS are invited for the work of:

“FURNISHING WORKS AT SHILLONG GARIKHANA BRANCH ”

2. Offer shall be on prescribed form only, can be obtained from the above office from Senior Manager, Premises & Estate Section as detailed in Notice Inviting offer and are not eligible to be transferred.
3. The offers are called from Banks panel contractors and it is a part of the condition that **the terms and conditions detailed in the IBA's construction works manual will be applicable and binding on the contractor**. It is open for the entire contractor to refer the manual, which is available at our section.
4. The works are to be carried out under the supervision of Bank's Technical Officer. The works shall be carried out strictly according to the specification as specified in the tender and working drawings. Any ambiguity in the specifications / drawings shall be brought to the notice of the Bank & the decision of the Bank in such matters will be final & the same is binding on the contractor.
5. **Time period:** The total time allowed for carrying out of the work shall not exceed the period specified in the Notice Inviting Tenders i.e. **45 days**.
6. The offerers should quote in figures as well as in words the rate, and amount tendered by them. The rates quoted shall be all inclusive rates for the item of work described, including materials, labour, tools, carriage & transport, lift charges, supervision, overheads & profits, mobilizing and other charges whatsoever including any anticipated or un-anticipated difficulties, any formality with the building society etc. complete for proper execution of the work as per specifications and no claim whatsoever for any extra payment shall be maintainable.
7. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the offerers who resort to canvassing will be liable for rejection.
8. Offerer shall quote the rates which shall be inclusive of all the incurred cost for materials and services or installation at the site as per the work contract and the Employer will not entertain any claim whatsoever in respect of the same, and nothing extra shall be paid/reimbursed for the same subsequently.
9. Goods and Service Tax as applicable will be paid as per the applicable government norms at the time of realization of bills. Offerers must quote the rates / total amount exclusive of GST and GST amount shall be mentioned (with %age) separately on the last page of the financial bid.
10. The Bank reserves the right to call for bills or orders placed to the Dealers/ Companies/ Distributors for procurement of material by the Offerer.

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11. The Employer does not bind itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the offer and offerer shall be bound to perform the same at the rate quoted.
12. **The rate shall hold good for any upward or down ward variation in quantities and no claim on this account will be admissible.**
13. Offerers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their offers as to the nature of the site and dimensions, the means of access to the site, and obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their offer.
14. The offerer shall note that the work is to be carried out in a running branch premises and hence, contractor should use extra manpower for utilizing the available time. The necessary permission to carry out the works with statutory authorities in night times is within the scope of the contractor and bank will not pay any additional charges.
15. **Payment Terms:** The interim payment shall be based on the progress of the works after getting the certification from the architects. The bills for interim payment shall be on a format similar to the tender or as prescribed by the bank along with the measurements of the executed work. While considering interim payment the value of materials at site shall not be considered. The number of interim payments allowed is **1(one)**. The interim payment amount payable is subject to deduction of retention money @ 10 % (Ten) and other statutory taxes.
16. The final bill for the works shall be submitted within one month from the date of completion of works, failing which the Bank reserves its right to treat the bill for the last interim payment itself as the final bill for the work and the contractor has no right to claim any amount against the work.
17. **RETENTION MONEY:** An amount equal to 10 % of the value of the work executed shall be withheld as security deposit with the bank and the same shall be released without any interest after the defect liability period, subject to clause below.
18. **DEFECT LIABILITY PERIOD:** The DLP is **12 months** form the date of completion of works as certified by the Engineer-in-charge. The works shall be guaranteed for a period of one year from the date of completion of work. Any defect arising during this period due to bad workmanship, quality of materials and others shall be rectified at no extra cost of bank, failing which the bank shall have liberty to engage other agency and recover the cost from the contractor.
19. The contractors shall make his own arrangement for the storage of the materials, without causing inconvenience to the normal working of the office and the security of the material stored shall be at the sole responsibility of the contractors/agency.

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20. The contractors can make use of the available facilities at site like, electricity; water etc, with the prior approval of the Bank.
21. Any damage caused to the equipment, furniture, fixtures, decor of the office etc shall be rectified by the contractor at their own cost or the cost of the damages, as decided by the Bank, will be recovered from the contractor.
22. **Contractor shall note that no additional work is to be carried out without the written order from the Bank.**
23. All makes/brands of materials to be used in the works shall be as per the list of approved makes enclosed to the tender offer. Any make of material not listed shall be got approved by bank before us in works. Bank reserves the right to insist on the makes of materials given in the list and the decision of the bank in choosing the make shall be final and binding on the contractor.
24. **LIQUIDATED DAMAGES:** Time is the essence of the contract. If the contractor fails to maintain the required progress in terms of the contract or to complete the work and clear the site on or before the contract or approved extended date of completion, he shall, without prejudice to any other right or remedy of the Employer on account of such breach, pay as agreed compensation the amount calculated at 1 percent per week or such smaller amount as may be fixed by the bank on the contract value of the work for every week of delay or part thereof.
- The Employer shall have the right to adjust, / set-off their claim, if any against any sum payable to the contractor under this or any other contract with the Bank anywhere in India/outside India.
25. **Arbitration:** In the event of any disputes, the parties have agreed to settle the same amicably between them, failing which the same will be referred to an independent Arbitrator as may be mutually agreed between the bank and contractor as per the Indian Arbitration Act.
26. **Note:** Any discount offered in percentage by the contractors should be clearly mentioned in figures and as well as word. The offerer should arrive at the discounted amount and the same should be deducted from the quoted rate and Grand total should be arrived at. Any tenderer not adhering this condition, will be liable for rejection.

I/We have read the offer document, its terms & conditions including clauses contained in IBA's construction works manual, aware of the scope of work, site conditions, specifications and quoted accordingly.

Place :

Date :

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LIST OF PREFFERED MAKE / BRAND ALL WORKS

Sr.No.	LIST OF NOMINATED MATERIALS & SUPPLIERS	SUGGESTED MAKE LIST
1	INTERIOR WORKS	
	Plywood/ Block board	Century/ Everest/Archidply/Duroply
	Laminate	Merino /Archidply/ Century
	Acrylic sheet	ICI, GE or equivalent ISI make
	Marine grade plywood	Century/ Archidply/ Duroply
	Adhesive	Fevicol/Araldite/Anchor or equivalent
	Solid Surfaces (Corian)	Merino Hennex / LG/ Dulux/ Hyundai
	Marine grade Block Board	Century/ Archidply/Duroply
	Flush Door	Century/ Archidply/Duroply
	Polish	Asian / Dulux or equivalent
	Latex	MM Foam or equivalent ISI make
	High density foam	U Foam or equivalent ISI make
	Locks	Ipsa/ Haffle / Hettich / Ebco or equivalent
	Storage Hardware	Ipsa/ Haffle / Hettich / Ebco or equivalent
	Screws / Nails & other accessories	GKW/Nettleford or equivalent
	Plain/Toughened glass	Saint- Gobain, Indo Asahi , Modi or equivalent
	Hardware for general staff areas	Dorma / Euro/ Ozone / Enox / Ebco /Hamco or equivalent
	Hardware for main Glass doors (patch fittings)	Dorma / Euro/ Ozone / Enox / Ebco /Hamco or equivalent
	Door Closers (general use)	Dorma / Euro/ Ozone / Enox / Ebco /Hamco or equivalent
	Floor springs (general use)	Dorma / Euro/ Ozone / Enox / Ebco /Hamco or equivalent
	Floor springs for main glass doors	Dorma / Euro/ Ozone / Enox / Ebco /Hamco or equivalent
	Aluminum Sections for Partitions	Jindal / Tata steel or equivalent
	False Ceilings: Gypsum	India Gypsum / Saint Gobin / USG Boral
	False Ceilings: Grid (As Approved)	Armstrong / AMF or equivalent
	False Ceilings: Grid (Metal Ceiling)	Unimech / AMF / Armstrong
	GI Sections	India Gypsum / Saint Gobin / Jindal or equivalent
	Acoustical False Ceilings: Mineral fiber board	Armstrong, Hunter Douglas / Peritex or equivalent
	POP Punning	Gyprock / India Gypsum / Birla
	Paint	Asian / Nerolac / Dulex / Berger or equivalent
	Exterior Paint	Asian / Nerolac / Dulex / Berger or equivalent
	ACP (Exterior / Interior)	Alstone / Alu Decor /Alucobond
	Silicon	G E / Dow corning / Wacer

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	Rolling / Vertical Blind	Vista / Peritex / Winfab / MAC or equivalent
	Frosted Film	Garware or equivalent
	Aluminum Skirting - 50mm	Jindal or equivalent
	Water Proofing	Pidilite or equivalent
	HardWood	Salwood / Teakwood/kapoor
	Glass	Saint Gobain / equivalent
2	ELECTRICAL	
	Light Fittings	Philips / Wipro / Havells / Crompton G.
	MCCB, MCB , RCCB, DB, ICTPN TP, HRC Fuse, change over switch, switch fuse Unit	L&T, ABB, Legrand, Havells, Schneider
	FRLS insulated Elec. Wire/ cable armoured, unarmoured, Sheathed,unSheathed, flexible LT cable, Multi core, single core cable, flat cable	Finolex/Ploycab/Havells/RR kabel/KEI
	PVC conduit(HEAVY DUTY ONLY)	CAP/Finolex/Polycab
	PVC insulated copper conductor Wires	Finolex/ Polycab/RR Cable
	Distribution Box	Legrand/ Schneider/ Havells /Siemens
	MCB & MCCB	Legrand/ Schneider/ Havells /Siemens/L&T
	Light Fixture & Lamps	Philips/ Wipro / Havells / Crompton G.
	HT cable	Polycab/Havells
	Modular Switches	ABB/ Legrand/ MK/ANCHOR/ Havells /ROMA
	DLP Trunking	Legrand/Schneider or equivalent
	Power cable	CCI/ Skytone/ Universal/ LAPP/ Torrent
	End Termination	Raychem/ Mahindra/ELMEX
	PANEL	Crompton/L&T/C&S
	Fan	Crompton/Havells/Bajaj/Usha
	Raceway & Alu. Trunking	Tata/Jindal/Zenith
	Casing Caping	Finolex/Cap or equivalent
	Weather proof socket outlet with MCB	ABB/MDS/LEXIC/Neptune/Elcon- Clipsil, Siemens, Schneider (Merlin Gerin)
	Miniature Circuit Breaker	ABB/MDS/LEXIC/ Clipsil/Siemens/ Havells
	Earth Leakage Circuit Breaker	MDS/LEXIS/Siemens/ Havells
	MCB Distribution Boards in sheet steel housing (double door)	ABB/MDS/LEXIC/Siemens/ Havells
	Telephone Cable	Skytone/ Delton/ NICCO/Polycab/Finolex
	Switch, TV & Telephone socket & boxes (Modular Type)	CPL/Legrand/ABB/Anchor

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3	Miscellaneous Items	
	Lightning Protection Unit	Erico/ Pheonix/ INDELEC
	Relays	L&T/ABB/Siemens/BCH
	Contractors	L&T/ GE Power/BCH/ Siemens/ABB
	Changeover switch	C&S/Havells/ L&T/HPL
	KWH, PF, Frequency meter	BHEL/ AE/Havells/ L&T/ALSTOM
	Push Buttons	L&T/ Siemens
	Timers	L&T/ Legrand/ Schneider/Siemens/GE
	Timer Switch	L&T/ Legrand/ Schneider/Siemens/GE
4	Networking	
	Switches	Brocade/Cisco/DigiLink/3Com/Nortel/Foundry/D-Link
	Patch Panel,Patch cord and I/o	Digi-Link / Tyco(AMP) /Schneider/D-Link
	Cable	Digilink/Clipser/National/Polycab/Lapp/Finolex
	Racks	ComRack / HCL / ValRack / APW President

CONTRACTOR

NOTE: The contractor shall use only above mentioned material to be approved by the Consultant. All other materials shall confirm to the specifications laid down. The tenderers shall take this into account while tendering rates / prices.

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