

STATE BANK OF INDORE
(Associate of the State Bank of India)
ZONAL OFFICE : MUMBAI
[022-26108792/3 & Fax: 26108764]

No. DGM/ESTT/

14.05.2009

**NOTICE INVITING TENDER – Notice for INTERIOR & ELECTRICAL WORK AT OUR
SERVICE BRANCH AT 1ST FLOOR , EMCA HOUSE, BELLARD ESTATE, MUMBAI.**

Sealed quotations are invited for the captioned work from the Contractors of **SBI and Other P.S.U.'s approved panel or reputed contractor who has carried similar work and have annual average turn over Rs.50,000/- during last 7 years ending 31.03.09** as per the details given below:

1. Last date & time for submission of Tenders : **4.00 PM on 21.05.2009**
2. Date & time for opening of Tenders : **4.30 PM on same day**
3. Time fixed for validity of rate quoted : **60 days** from the date of opening Tender
4. Time for execution of work : **Max.30 days** from placing the work order or as instructed
5. Defects Liability Period : **6 months** from the date of completion of work.
6. Earnest Money Deposit (EMD) : **Rs.1500/-** (By Demand Draft drawn in favour of State Bank of Indore)
7. Initial Security Deposit : **2%** of Contract Sum
8. Deduction from Bills
 - a). Retention Amount : **10%** of Bill Amount
 - b). Income Tax : **As per Statutory norms.**
9. Liquidated damages for delay in completion : **0.5% of contract sum subject to max. 5%.**
10. Address for submission of Tender : Deputy General Manager,
State Bank of Indore,
Zonal Office, 1st Floor,
LIC Jeevan Seva Annexe,
Santacruz West,
Mumbai – 400054.
11. Place of Opening of Tender : **Same as above –**
12. Bank's Engineer for clarifications on Tender Documents & Submission : **Asst. Manager (Civil Engg.)**
State Bank of Indore,
Zonal Office, 1st Floor,
LIC Jeevan Seva Annexe,
Santacruz West,
Mumbai – 400 054.
Ph.022/26108792/3&[M] 9867496369)

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Other Conditions:-

1. Carriage of materials to the work spot and removal of wastes and excess materials from there shall be done without causing any hindrance to the other residents in the building.
2. The electricity & water for the work shall be provided by Bank at free of cost, from the nearest outlets.

Submission of Tender:- The tender document in the prescribed format, either issued by this office or down loaded from web site www.indorebank.org may be submitted with all enclosures in sealed cover super scribing the name of work, to the address given vide Sl. No. 10 above.

The Bank reserves the right to accept or reject any or all the quotations received without assigning any reason, whatsoever.

Date: 14-05-2009.

DEPUTY GENERAL MANAGER

Encl: 1. Instructions to Tenderers – 4 pages
2. Schedule of Items – 1 sheet

Submitted :-

I / We confirm that we are submitting our tender duly filled in and rates have been quoted after thorough study of sited conditions, specifications, drawing and instructions to tenderers issued by the Bank etc. I / We hereby accord our unqualified consent and agreement to the said conditions.

Date:

Signature of Tenderer:
Address with Tel. Nos.:

Seal:

STATE BANK OF INDORE
(ASSOCIATE OF THE STATE BANK OF INDIA)
ZONAL OFFICE: MUMBAI.

INSTRUCTIONS TO TENDERERS

The Tenderers are requested to study the following instructions carefully before submitting this quotation.

1. All papers connected with the Tender, including these instructions, Schedule of Items, Drawing etc. should be signed and returned by the Tenderer to the Bank while submitting the tenders. Incomplete tenders are liable for rejection.
2. No alteration shall be made by the Tenderers on the tender documents including the Schedule of Items. Any discrepancies noticed in the tender documents shall be brought to the notice of the concerned official of the Bank and any written instructions received from the Bank as reply will be deemed to have been incorporated herein.
3. Before tendering, the Tenderer should visit the proposed work site and ascertain himself on all factors pertaining to the scope of works, restrictions on the working hours & days, facilities available.
4. The Tenderer should quote his rates and amounts for all items in the Tender Schedule. All the rates & amounts quoted should be written both in figures and words and where there is a difference between the two, the rates given in words will be taken as authentic. Should there be any discrepancy between unit rate and amount, the unit rate will be considered as the correct. All arithmetical mistakes noticed during verification of the tender shall be corrected.
5. All entries in tender documents should be in English & in ink. All corrections should be attested under full signature of the contractor. Corrections where necessary should be made by scoring the wrong words/figures and attesting with full signature of the Contractor. These shall not be erased or overwritten.
6. The Tenders shall be valid for a period of at least **60-days** from the date of submission of the Tender.
7. On acceptance of the tender, the successful Tenderer shall be given the work order in duplicate and the duplicate copy has to be returned duly signed by the Contractor as a token of acceptance of the work order including the terms of the contract.

8. Tenders should be accompanied by Earnest Money Deposit of Rs.1,500/- by way of Demand Draft in favour of State Bank of Indore. In event of acceptance of tender, the successful Tenderer is required to deposit 2.0% of the contract amount as Initial Security Deposit (less EMD already paid) within seven days from the date of receipt of intimation of acceptance of tender. The ISD will form part of the Security Deposit and shall be released after the completion of work satisfactorily and after finalization of the final bill. Also the successful Tenderer will have to immediately execute an agreement with the Bank on stamp paper of adequate value, covering all aspects of the Contract in the standard form of the Bank.

9. If the Contractor fails to return the duplicate copy of the work order duly signed in token of acceptance, remit ISD and execute the agreement, all within 7 days from the date of receipt of work order, the Security Deposit already remitted at the time of empanelment will be forfeited in addition to removal from the panel.

10. Retention Amount @ 10% of the work amount shall be deducted from every interim payment and the final bill payment, which will be released after the satisfactory completion of '**Defect Liability Period**' specified. Any defects notified by the Bank during this period shall be rectified / replaced by the Contractor at no extra cost to the Bank. No interest shall be paid for the above deposits [ie; ISD and Retention Amount] during the defect liability period or during any extended period in which the deposits are with the Bank.

11. Incomplete tenders, conditional tenders, tenders received after the prescribed time & date through courier/post or by hand, tenders not conforming to the Terms and Conditions prescribed in the Tender Documents or not accompanied by the requisite EMD, if specified, shall be **rejected**.

12. This is an item rate tender. The quantities given in the Schedule of Items are approximate and payment shall be made only for the quantities executed, as per actual measurements. The Contractor is not entitled for any sort of compensation towards materials procured/stored in excess of the measured quantity, if any.

13. The Bank reserves the right to increase or decrease the tendered quantity of any or every item and delete any item at any stage of work. Contractor shall execute the increased quantity at the accepted tender rates. The Contractor's claim for compensation or damages in this respect shall not be entertained.

14. The Contractor is bound to complete the work within the stipulated period given in the 'Notice Inviting Tender' (NIT). The work shall be reckoned as commenced (if not started earlier), on the 8th day from the date of acceptance of work order or the date of handing over of work site, whichever is later. No extension of time is permissible. However, if the Contractor does not complete the work within the prescribed time limit, the Bank may consider extension of time limit for completion of work without prejudice to Bank's right to recover liquidated damages as per the Terms given in the NIT.

15. If the performance of the Contractor is found to be un-satisfactory, the Bank reserves the right to cancel in part or whole of the Contract and get the works executed through alternative means, at the entire risk and cost of the Contractor, by giving 7 days notice. In such cases, the Contractor should make good all losses that the Bank may incur on account of the same.

16. In case the Contractor abandons the work for any reason whatsoever, the Bank shall issue the final notice to the Contractor to remain present at site on due date and time as per notice. In spite of such notice, the Contractor remains absent at site on such due date, the Bank's Engineer will take measurements of completed part of the work unilaterally, which will be binding on the Contractor and the balance work will be got carried out by the Bank through any agency at the entire risk and cost of the Contractor.

17. All the materials required for execution of work must be got approved in writing by the Bank before they are brought to site and before actually put on use. All facilities for prior inspection of materials and subsequent inspection of work by representatives of the Bank must be made available, at Contractor's cost. Any material brought without such prior written approval shall be entirely at the risk and cost of the Contractor. It shall be Contractor's responsibility for procurement of all materials / equipment etc. No delay due to non-availability of any material / equipment will be entertained. If the Contractor brings defective / sub-standard materials at site, it shall be the responsibility of the Contractor for the removal and disposal of the same at his cost. The Bank shall not entertain any claim from the Contractor on this account. In case the Contractor fails to remove, such materials within 7 days after issue of notice in writing to the Contractor, the Bank reserves the right to dispose of such materials at the entire risk and cost of the Contractor.

18. The Bank shall have the exclusive right of rejecting items of works with bad workmanship, notice of which will be given to the contractor during execution of the job. If the contractor fails to rectify or improve the level of workmanship to the acceptable standards, suitable recovery as assessed by the Bank shall be made for those items of works and the decision of the Bank in this regard shall be final. No request / claim whatsoever shall be entertained in this matter under any circumstances.

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19. The Contractor shall dispose of / remove all surplus / demolished materials from the premises at his own expenditure, irrespective of lead and mode of transportation involved.

20. Any damage caused to the existing work / facilities while carrying out the work shall be made good by the Contractor at his own risk and cost to the entire satisfaction of the Bank.

21. Successful bidder / contractor will comply with the provisions of all labour laws & regulations. All the provisions of Contract labour (Regulation & Abolition) Act, 1970 and rules there under should be complied with. All necessary data should be furnished to the Bank, which shall be registered as principal employer in respect of the subject job. Thereafter the contractor shall get their name registered and obtain Labour License and submit a copy of the same to the Bank.

22. No advance payment shall be given. The Bank shall consider however interim payment as specified. Statutory deductions towards Income tax and Sales tax shall be made as specified.

23. The Bank does not bind itself to accept the lowest tender & reserves the right to reject any or all of the tenders received without assigning any reason thereof. It also reserves the right to hold negotiations with the lowest Tenderer before accepting the same. In case of negotiations, the Tenderer should send the confirmation of such negotiations in writing so as to reach the Bank within 48 hours from the date of negotiations.

Seal:

Date:

Signature of Tenderer.

STANDRARD SPECIFICATIONS

Sr.	Elements	Specifications	Category
1	Fascia	Signages designed by Sbindore	Ordered and provided by SBIndore
2	Wooden Partition	Partition in Sal wood Frame work 2''X1.5'' in 2'X2' grind modules with 8mm ply on both sides finished with 1 mm laminate Barmuda Maple Light E226 Formica Make	Contractor
3	Gypsum Partition	Made of GI sections of approved guage and covered with 12 mm thk gypsum board. Job to include leveling, filing of joints with tape and 1 coat of I top coat 3' thk skirting made of 12 mm thk ply with Laminate as per specs.	Contractor
4	Door for Toilet/Panty	38 mm block board 'Green' or Kitply' century' anchor' flush door with T/W frame Laminate 11 mm Barmuda Maple Light E226 Formica Make	Contractor
5	Glazed Door	12 mm clear MODIFLOAT/Ashi/Saint Gobian glass with 4'X2' Teak wood Rail on top and bottom rails to be finished with Mellamine polish. Door to have lock at bottom on the bottom rail. Glass will have frosted film strips as per design Sbindore standard frosted film provided by the Contract/Vendor Door to have long S.S.Handle 1' dia round with chrome finish approved by the architect.	Contractor
6	Fixed Glazing	12 mm clear MODIFLOAT/Ashi/saint Gobian glass with aluminium Anodized. Glass will have frosted film strips as per design.	Contractor
7	Door Closure	Hyper / Everite / Doorking	Contractor
8	laminate	Green lam of approve shade.	Contractor
9	ply	Commercial plywood of smart, anchor, century , green only	Contractor
10	Window Shutters	¾' Anodized or powder coated siding aluminium sections in heavy guage with 6mm thk clear glass and locking arrangements (if not provided by the builder or owner.)	Contractor

Bill of Quantities for interior work at Service Branch, Bellard Estate, Fort, Mumbai					
ITEM NO:	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
1.	STORAGE UNITS Specification for Normal Storage Providing and fixing the 1'-6" wide storage units. The storage units shall have shutters made in 19mm thick plywood and finished in laminate of approved shade including top. The storage units shall have intermediate shelves made in 19mm thick plywood with matching wood lipping. The storage shall have wood edge moulding as per the detail drawings. This also includes providing necessary hardware like handles, hinges, locks, tower bolts etc of approved make. All exposed wooden surfaces shall be stained to shade as directed by the Architects and polished melamine.	256	sqft		
2.	P/f paneling made of 40mmx40mm wooden framework fixed at 450mmx450mm c/c bothways and covered with 8mm thk plywood finished with 1.0mm thk laminate.	225	sqft		
3.	Removing existing damaged storage unit and paneling etc and carting away from the building premises.	job	lumpsum		
TOTAL IN FIGURE:					

