



**TENDER DOCUMENT  
OF  
INTERIOR FURNISHING,  
ELECTRICAL RENOVATION WORKS  
IN COMPOSITE AT  
KONARK BRANCH**

## **NOTICE INVITING TENDER**

Sealed item rate tenders in duplicate are invited on behalf of the Dy. General Manager, Circle office, Bhubaneswar, from the **Contractors Empanelled** with the Bank (Circle office, Bhubaneswar and nearby Circle) for the work of **INTERIOR FURNISHING, ELECTRICAL RENOVATION WORKS IN COMPOSITE OF CANARA BANK AT KONARK BRANCH.**

01. **Issue of tender documents** : Dt. 11.03.2019
02. **Last date of receipt of tender document** : Dt. 18.03.2019 up to 2.00 PM
03. **Date & Time of opening** : Dt. 18.03.2019 at 3.30 PM
04. **Estimated cost** : Rs. **10.66 Lakh**
05. **Place of submission of bids** : CANARA BANK, Circle office, Bhubaneswar.
06. **Date of commencement** : 7 days from issue of work order OR handing over of premises (which over is later).
07. **Date of completion of work** : 30 days from commencement of work.
08. **Period for settlement of final bill** : 30 days from date of issue of completion certificate by the Architect.
09. **Retention percentage** : 10 % (Ten percent) from final bill.
10. **Earnest money deposit** : Rs. Nil
11. **Additional Performance Security** : Rs. Nil
12. **Security deposit** : @ 2 % of contract value before awarding the work.
13. **Release of retention money/ earnest money** : The Earnest money deposited shall not carry any interest and will be refunded to unsuccessful tenderers after allocation of work order.  
The Earnest money of successful tenderer will be release after completion of work and certification of final bill.  
Retention & Security money after 14 days from defect liability period.
14. **Liquidated damages for non completion of work within the date of completion** : Rs. 1% (One percent of award value ) for every week if the work remains unfinished after the date of completion or the date extended subject to maximum of 10% of the value of work.
15. **Defect liability period** : 12 months from the date of completion certificate issued by the Bank Architect.
16. **Cost of tender document** : Rs. Nil
17. Interested bidder may obtain further information from the office of consultant / Bank Architect.
18. Bank reserves the right to reject wholly or part of any or all tenders received without Assigning any reason whatsoever, Also Bank reserves the right to split the work and place the order to more than one party.

**The Assistant General Manager,  
For & On Behalf of  
Canara Bank,  
Circle Office,  
Bhubaneswar.**

## **SUBMISSION OF TENDER**

The tenders are to be submitted in separate envelopes each sealed and clearly identified as to envelope number and contents as indicated below. All the envelopes shall be contained in a large envelope “**INTERIOR FURNISHING, ELECTRICAL RENOVATION WORKS IN COMPOSITE OF CANARA BANK AT KONARK BRANCH**” and are to be submitted at **Circle Office of CANARA BANK, Bhubaneswar**. Each tenderer will be issued tender documents with schedule of quantities. Tenderer will have to return all the documents and drawing issued to them while submission of their tender duly stamped and signed in each page as per instruction.

### **ENVELOPE MARKED NO.1.**

Envelope marked No.1 shall contain the following documents.

1. Forwarding letter without mentioning the cost of Tender value quoted rates.
2. Earnest money deposit furnished in the form of Crossed Demand Draft/ Banker's Cheque drawn in favor of **CANARA BANK** and payable at Bhubaneswar for the amount indicated in the Notice of Invitation to Tender.
3. Empanelment letter with Canara Bank valid for current financial year (Contractors empanelled with other Circles)
4. **Bank Solvency certificate of 10 lakhs or more** from Nationalized/ scheduled bank issued within one year.
5. Latest Photocopies of ITR (last 3 years), Income Tax PAN, GST certificate with valid registration number, valid Electrical licenses along with originals for verification. (Bank has the right to verify the documents with originals at the time of opening of tender).

**The tender will be rejected if any of the documents above said are absent.**

### **ENVELOPE MARKED NO.2**

Envelope marked No.2 shall contain the following documents:

1. The priced Tender Volume in duplicate - marked “ORIGINAL“ & “DUPLICATE”, on the body of the tender paper issued, otherwise the tender may be liable for rejection.

### **ENVELOPE MARKED NO.3**

Envelope marked No.1 & 2 shall be put in larger envelope of adequate size marked No.3 which shall be properly sealed. This envelope shall be endorsed on the outside face “**INTERIOR FURNISHING, ELECTRICAL RENOVATION WORKS IN COMPOSITE OF CANARA BANK AT KONARK BRANCH**”

## GENERAL INSTRUCTIONS TO TENDERERS

1. The term “Employers” or “Bank “shall mean “CANARA BANK”, or it authorized representatives at The Regional Office, Bhubaneswar.
2. The term “Architect(s)” shall mean “M/s Techno Arch” who are the Architect Consultant to the Employer for this project & having office at Plot No – 71/7, Jadupur, Near Dumduma City Bus Stand, Bhubaneswar - 19 or its authorized representatives.
3. The term “Contractor” shall mean the successful tenderer to whom the Contract shall be awarded.
4. The “Works” shall mean the Interior works comprising of Furnishing work for Konark Branch.
5. The Contractor should quote the rates in figures and words. Any corrections or Over-writing should be initialed by the Contractor.
6. The Contractor should submit the tenders with seal, signature and date on each Page.
7. Tender should be submitted in sealed covers with all requisite documents as desired with the top of the envelope superscribed as “**SEALED TENDER FOR INTERIOR FURNISHING, ELECTRICAL RENOVATION WORKS IN COMPOSITE OF CANARA BANK AT KONARK BRANCH.**”
8. The Contractors should submit the cost of the main items as per tender specifications. Further modification after awarding of the contract shall be not allowed unless there is specific instruction by the Bank/Architect to change specifications.
9. The contract is time-bound and the works are to be completed within the time limit specified in the notice inviting tenders. This is a working branch and the contractor has to work with no or minimum obstruction to its regular services.
10. The Contractor shall be penalized if the work is not completed within the scheduled time, the Bank will be entitled to charge liquidated damages @ 1% (One percent of order value) for every week if the work remains unfinished after the date of completion or the date extended subject to maximum of 10% of the value of work.
11. The decision of Employer and the Architect is final and binding.

## TERMS & CONDITION

1. Unless otherwise mentioned, all works are with no allowance for Lapse waste. Unless otherwise described or measured separately, price for all the items shall include all necessary straight & curved edges.
2. Any damage to the work before the site is handed over, is to be replaced or made good at the expense of the contractor to the entire satisfaction of the Architect/Bank.
3. **Income Tax as applicable shall be deducted at source as per the Income Tax Act / Rules.**
4. The quantities indicated are subject to change. The payment of the bill shall be made as per the actual joint measurement as certified by the Architect & Bank Official but not exceeding the total value quoted in the tender form.
5. The Architect or any officer of the Employers will be free to inspect the work at the site during the period of execution. Any suggestion of change or modification to improve the quality of work will be carried out subject to prior approval of the competent authority of the employers and that of the Architect.
6. **In case of failure to take up the work even after accepting the work order, or leaving the work incomplete, or for defective work not rectified, or violation of the terms and conditions, the earnest money deposit and additional performance security deposit if any will be fortified.**
7. For any item of work not covered or any unforeseen items of work, payment will be made according to the rates approved for similar nature of work, the costing done by the Architect, as per current PWD schedule of rates, or as per analysis of material cost, labour rate and profit to the Contractor at 10%. The Contractor must obtain prior approval in writing before undertaking such additional works.
8. The tenderers shall sign each & every page of the tender documents including the drawings attached here to.
9. The amount is to be quoted in figures as well as in words. In case the rates quoted in words and in figures are in variance, the amount written in words shall be taken as final.
10. The Contractor shall make their own arrangement at their own cost for storing materials, plants, tools etc. The employers will not be liable for security of the Contractor's materials.
11. No tools or plants will be issued by the bank.
12. The Employer / Architect reserves the right to accept or reject any tender without assigning any reason whatsoever and the said decision shall be final and binding upon the tenderer.
13. In case of breach of contract by the Contractor for slow progress of works or any other claim of damage, the Employer or the Architect may have the power to rescind the contract without furnishing further reasons thereof.
14. The Architect shall have the power to ask the contractor to furnish the sample/ color / test certificate from any Govt. /Authorized agent for any materials used/ to be used in the Works, the expenditure of which is to be borne by the Contractor.
15. The Employer shall be not be liable for any damages or compensation payable as a consequence of any accident or injury to any workman or other persons in the employment of the Contractor or any sub-contractor.
16. On completion of the Works, all rubbish, debris, materials, tools, Laborers, etc. to be removed by the contractor from the site and the contractor will hand over the site clean & clear & in usable condition within 3 days of completion of the works. Failing this, the employer may dispose the materials at the cost of the contractor.
17. In case of any dispute, the matter will be referred to the G.M., CANARA BANK, Circle Office, Bhubaneswar.
18. The Contractor shall not submit any work bill until he completes the Project completely, as certified by the Architect Consultant.
19. **The rates quoted in the tender shall include all taxes excluding GST (GST will be paid extra as applicable), no escalation of rates will be allowed under any circumstances.**

## SPECIAL TERMS AND CONDITIONS

1. Completion Period : 30 Days
2. Date of Commencement : 7 days from the date of issue of the work order or the date on which the contractor is instructed to take possession of the site, or the date of your acceptance of the work-order, whichever is later.
3. Defect Liability Period : One year after actual completion of work.
4. Total security deposit (TSD) : 10 % of the executed value of the work.
5. Limit of variation : 100% without any change in price if work is done within six months of the contract and with prior consent of Architect / Consultant.
6. Additional items : For items where unit rates are not available, contractor shall provide proper cost break-up and proceed only after approval/consent. Any sample to be made for approval shall be at the Contractor's cost.
7. Validity of tender : Three month after the opening of the tender.
8. Rules/ Regulations : The contractor shall have their responsibility of complying with the local shops/establishments Act and other labor/ minimum wages Act and shall keep all such records/ accounts on payment of wages / attendance as deemed necessary.
9. Arbitration : As per the standard arbitration clause under the jurisdiction of Odisha.
10. Organization : The contractor shall employ competent / qualified supervisor /Engineer-in-charge who shall be responsible for the day to day work and coordinate as necessary with the Architect's supervisor. Any workman found guilty of misconduct/theft shall remove from the site.
11. Damage to property : Any damage to the Bank's property during the work period will be recovered from the contractor.
12. Deduction : **Income tax at source as per Act.**
13. Terms of payment : **Payment after completion of Project.**
14. Billing Procedure : All measurements shall be recorded in Duplicate on standard measurement sheets prepared jointly by the Architect's Site Engineer, the Contractor's representatives, Branch in-charge & Bank's Engineer duly signed by them. All Bills shall be submitted along with this Checked measurement sheets.
15. Time schedule of work : The Contractor must submit before the Commencement of work, a Bar chart showing the date of commencement & the date of completion of each item of Work as mentioned in the Schedule of Quantities.
16. Release of TSD : 100% after the Defect liability period. Retention money will not bear any interest.
17. General : The rates should be quoted considering necessary Scaffolding & staging work, Removal of debris as & when necessary, In view of restriction of Local concern Authority.

**CANARA BANK**  
**TECHNICAL SPECIFICATION OF MATERIAL TO BE USED**

<b>APPROVED MAKE OF MATERIALS FOR FURNISHING WORKS</b>		
1	False Ceiling / Channels	India Gypsum / Armstrong / Lagyp
2	Wood Frame Work / Wood Section : All Wood, Must be well seasoned, free from knots, other defects decay and defects due to handling and Transportation. Wherever necessary, provide with anti – termite Treatment.	Malaysian Sal
3	Wood Skirting / Moulding / Lipping / Bidding	White Beach / White Cedar
4	Wood Preservative	STP Pentaphene Pale / Termiseal by PCI / Bison by British Paint
5	Fire Retardant Paint	Industrial grads of Noble / Viper
6	BWR Ply / BWP Block board with ISI mark	Century / Green /Sylvan
7	Flush Door	Century / Green /Sylvan
8	Laminate (1.0 mm thk.)	Merino Lam / Green lam /Century mica / Sun mica
9	Door Closure ( Heavy Duty )	Godrej or equivalent make
10	Floor Spring ( Heavy Duty )	Godrej or equivalent make
11	Door Lock ( Dead )	Godrej or equivalent make
12	Door Handles	Godrej or equivalent make
13	Drawer / Storage Handle	Godrej or equivalent make
14	Drawer / Storage Lock ( Multipurpose )	Godrej or equivalent make
15	Night latch	Godrej or equivalent make
16	Screws	GKW / Nettle fold
17	Hinges	CIEF or equivalent make
18	Sliding Telescopic Drawer Channel	Ebco / Kombo / Earl Behari / Efficient Gadjets
19	Cable Organiser	Ebco / Innofitt Systems ( CM 63.C )
20	Adhesive	Fevicol SH / Fevimate TL
21	Soft Board	Jolly Board
22	Vertical / Roller Blinds	Mac / Annums / Window Fashion / Vista
23	Glass	Modi /Ashai / Saint Gobain
24	Paints (Synthetic Enamel / Acrylic Emulsion)	Asain Paints / Berger / ICI
25	PVC Flooring	Krishna Vinyl / Armstrong / Birla
26	Texture Paint	Spectrum
27	Mirror	Modi /Ashai / Saint Gobain
28	European WC / Washbasin	Hindware /Parryware
29	Sanitary Fittings	Jaquar / Essco Delux
30	G.I. Pipe	Tata ( Medium )
31	Cement	Ultratech / Laferge / ACC
32	Foot mat	Birla 3M / Approved Equivalent
33	Vitrified Tiles	Johnson / Naveen / Kajaria
34	Ceramic Tiles	Johnson / Naveen / Kajaria
35	Chairs	Godrej/Methodex/Monarch/Elite
36	ACP	Aludecor, Alucobond
37	All other items not covered above	As per sample approved by Employer/Consultant



<b>APPROVED MAKE OF MATERIALS FOR ELECTRICAL, LAN &amp; OTHER WORKS</b>		
1	Switch fuse / fuse switch units (HRC) (32A TPN & above)	GE power / SIEMENS / L&T / Schneider
2	Timer (TSQ 100)	L & T
3	Voltmeter & Ammeter	A. E. / IMP
4	Voltmeter & Ammeter selector switches	KAYCEE / L & T
5	Phase indicating lamp	Vaishno / SIEMENS / ROSS controls
6	Capacitor	CROMPTON/SIEMENS
7	HRC fuses	GE power / SIEMENS / L & T / SCHNEIDER
8	Power Cable : XLPE	GLOSTER/POLYCAB/HAVELLS / NICCO
9	HRC fuse base & carriers.	GE power / SIEMENS / L & T / SCHNEIDER
10	1.1 KV grade PVC insulated armoured aluminum cable (ISI marked)	UNIVERSAL / GLOSTER / NATIONAL / NICCO
11	1.1KV 660V grade PVC insulated & sheathed / insulated copper wire & flexible cords (ISI marked).	POLYCAB / FINOLEX / HAVELLS
12	RCCB / ELCB / MCCB	SIEMENS / L&T / HAVELLE'S
13	Switch fuse with rewire able fuses. (6A - 32A TPN)	HAVELL'S / STANDARD
14	Isolator	HAVELL'S / STANDARD
15	Changeover switch (on load type)	HAVELL'S / ELCON
16	MCB distribution board	SIEMENS / HAVELLE'S
17	Distribution fuse board with rewire able fuses	HAVELL'S / L & T
18	Miniature circuit breaker / MCB type isolator	LEGRAND / SIEMENS / HAVELLE'S
19	6/16 Amp modular type switch / flushed type plug socket	CRABTREE / LEGRAND
20	6/16 Amp modular switch / socket, module plate & mounting M.S. / PVC box.	CRABTREE / LEGRAND
21	16/25 Amp., 2 module electronic regulator	ANCHOR (Roma) / CRABTREE
22	Ceiling rose	KAY / EPP / ANCHOR / JJ
23	Holder	KAY / EPP / ANCHOR / JJ
24	Alarm bell	KHERAJ / GETCO / KONE
25	Black enameled Steel conduits (conforming to IS in all respects)	BEC / SUPREME / AKG
26	Compression type brass gland	DOWELLS / JOHNSON / COMET
27	Cable termination socket	DOWELL'S
28	Light fitting & lamps	PHILLIPS / HAVELLS / CROMPTON
29	Ceiling / Wall Mounted Fan	CROMPTON / POLAR / KHAITAN / HAVELL'S
30	Exhaust fan	CROMPTON / POLAR / KHAITAN / HAVELL'S
31	Industrial type socket & top	HAVELL'S / CROMPTON / LEGRAND
32	Telephone wire	FINOLEX / RRK/NATIONAL
33	STARTERS	NORTH WEST / CABTREE
34	All other items not covered above	As per sample approved by Employer/Consultant



## SUBMISSION OF TENDER

From

To

I/We am/are hereby submitting tender for execution of the above work.

As per tender within the time schedule of completion of work for jobs, as separately signed and accepted by me/us, at the schedule of rates quoted by me/us for whole work in accordance with General Tender Notice, General Conditions of Contract, specifications for materials and workmanship, drawings, time schedule of completion of Jobs, and other documents and papers, all as detailed in the tender documents. It has been explained to me/us that the time stipulated for jobs and completion of works in all respects and in different stages mentioned in the “Time Schedule of completion of jobs” and accepted by me/us in the essence of the contract, I/we agree that in the case of failure on my/our part to strictly observe the time of completion mentioned for jobs or any of them and to the final completion of work in all respects according to the schedule set out in the said “Time schedule of completion of Jobs”. I/we shall pay compensation to the owners as per provisions and stipulations contained in the tender and I/We agree that to recovery being made as specified there. I/We agree to pay the earnest money and security deposit and accept the terms and conditions laid down in the memorandum below in this respect.

**Name & Signature of the Tenderer:**

**Address with the seal of the Firm:**

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Premises & Estate Section  
Circle Office, Bhubaneswar  
1<sup>st</sup> Floor, Red Cross Bhavan  
Sachivalaya Marg,  
Bhubaneswar. Pin. 751022

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