

CANARA BANK
CIRCLE OFFICE, BHUBANESWAR

TENDER DOCUMENT
FOR
INTERIOR WORKS OF CIRCLE OFFICE HRM SECTION PREMISES
(FURNISHING WORK)

NAME OF THE TENDERER:

ADDRESS OF THE TENDERER:

DATE OF SUBMISSION OF TENDER: 07.08.2017 up to 03.00 P.M.

DATE OF OPENING OF THE TENDER: 07.08.2017 up to 03.30 P.M.

PLACE OF SUBMISSION OF TENDER:

CANARA BANK

P & E SECTION, CIRCLE OFFICE
1ST FLOOR, RED CROSS BHAVAN,
SACHIVALAYA MARG,
BHUBANESWAR. PIN. 751022
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NOTICE OF INVITATION TO TENDER FOR INTERIOR FURNISHING WORKS

Sealed Tender from our bank panel Interior Furnishing Contractors for the furnishing works to be carried out at our Circle Office HRM Section, as per the details below:

1.	Estimated Cost of the works	:	Rs. 4,77,175/- (Approximately) (Rupees: Four Lac Seventy Seven Thousand One Hundred Seventy Five Only).
2.	EMD Amount	:	Rs. 5000/- (Rupees : Five Thousand Only)
3.	Tender Fee (Non-refundable)	:	Rs. 500/- (Rupees: Five Hundred Only)
4.	Time for Completion	:	30 days from the date of the work order.
5.	Submission of tenders	:	<p>The tender should be submitted as follows:</p> <ol style="list-style-type: none"> 1. A sealed cover containing Tender book with the signature of the contractor wherever required & the seal of the contractor with initial on every page. 2. A Sealed Cover containing the EMD amount and tender fee by Way of DD favoring Canara Bank, Payable at Bhubaneswar. 3. A sealed cover containing any technical clarification / conditions, if any.
6.	Date of Issue	:	01.08.2017 during Bank Working days between 10.00 AM To 2.00 PM.
7.	Date of Submission	:	Sealed quotations to be submitted on or before 07.08.2017 up to 03.00 P.M.
8.	Date of Opening	:	Will be opened on 07.08.2017 at 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.

GENERAL RULES, INSTRUCTIONS AND CONDITIONS

1. Sealed OFFERS are invited for the work of:

“INTERIOR FURNISHING WORKS FOR OUR CIRCLE OFFICE HRM SECTION PREMISES”

2. Offer shall be on prescribed form only, can be obtained from the above office from Senior Manager, Premises 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 all the contractor to refer the manual, which is available at our section.
4. The works are carried out under the supervision of Bank's architects **M/s Techno Arch**. 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 NIO i.e. **30 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. Sales tax, work contract tax, or any other tax , any royalties, duties, levies, cess, entry tax, Octroi, profession tax, Sales Tax, purchase tax, turnover tax, or any other tax on material or finished work in respect of this contract shall be payable by the OFFERER 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. The contractors shall clearly mention in the offer documents about the orders placed towards supply & installation and bills to be raised accordingly.
9. 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.

10. The rate shall hold good for any upward or down ward variation in quantities and no claim on this account will be admissible.
11. 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.
12. 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.
13. **PAYMENT TERMS:** The interim payment shall be based on the progress of the works after getting the certification from the architects. While considering interim payment the value of materials at site shall not be considered. The bills for interim payment shall be on a format similar to the tender or as prescribed by the bank. The number of interim payments allowed is 1.
14. 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.
15. **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.
16. **DEFECT LIABILITY PERIOD:** The DLP is 12 months from 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.
17. 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.
18. The contractors can make use of the available facilities at site like electricity, water etc, with the prior approval of the Bank.
19. 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.

20. Contractor shall note that no additional work is to be carried out without the written order from the Bank.
21. All makes/brands of materials to be used in the works shall be as per the list of approved makes enclosed to the quotation 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.
22. **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 subject to maximum 10 percent.
- 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.
23. **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.
24. **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.

Signature of the Contractor (with Seal)

Place:

Date:



LIST OF MATERIALS (INTERIOR FURNISHING WORK)

1. Synthetic Plastic Emulsion : Berger, Asian, J & N
2. False ceiling : Gypsum India.
3. Floor tiles : Somany, (V.C SHIELD)
4. Laminates : Signor, Sunmica, Sonear
5. Smoked Mirror/Glass : Modiguard , Saint Gobain.
6. Floor Spring : Godrej, Dorma
7. Texture wall finish : Spectrum
8. Locks : Godrej, Doorset (Autolock)
9. Hardware : Harrisson, Earl Bihari.
10. Nails, Screws etc. : Nettle fold or equivalent
11. Adhesive : Fevicol SH.
12. Ply : ALISHAN (B.W.R.), MAYUR(Gold), DURO
13. Block Board : ALISHAN (B.W.R.), MAYUR(Gold), DURO