

# CANARA BANK

## INVITATION TO TENDER

ONLY FOR EMPANELLED CONTRACTORS

OF

CIRCLE OFFICE KOLKATA

TENDER FROM ANY OTHER CONTRACTOR WILL BE SUMMARILY REJECTED

INSTRUCTION TO BIDERS

AND

GENERAL CONDITIONS OF CONTRACT

FOR

FURNISHING WORKS

AT

**CANARA BANK - HAIDERPARA & MSME SULABH SILIGURI**

**BRANCH**

TENDER NO.: 113/24-25/AS

NAME OF THE CONTRACTOR: .....

.....

ADDRESS: .....

.....

SEAL & SIGNATURE OF TENDERER

## **NOTICE INVITING THE TENDER**

To,

M/s .....

Sealed tenders on item rate basis are invited from panel Contractors for **Interior furnishing Works at premises of HAIDERPARA & MSME SULABH SILIGURI Branch.** Tender Documents may be obtained at free of cost from the Premises & Estate Section, Circle Office Canara Bank, Kolkata during working hours from **05.12.2024** till **12.12.2024**.

**Earnest Money Deposit : NIL**

**Period of completion : 20 days**

**Last date, time and place for Submission of tender : On or before 3:00 pm, 12.12.2024 to The Assistant General Manager, General Administration Section Canara Bank, Circle Office Kolkata**

**Time and date of opening of tender : 3.30 pm on 12.12.2024**

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 reason whatsoever.

**Assistant General Manager  
Premises & Estate Section  
Canara Bank, Circle Office  
Kolkata**

.....

Date: 05.12.2024

SEAL & SIGNATURE OF TENDERER

## **GENERAL RULES & INSTRUCTIONS TO TENDERERS**

### **Name of the work: Furnishing Works to be carried out at premises of HAIDERPARA & MSME SULABH SILIGURI Branch**

The rates quoted shall also be inclusive of materials, labour charges, work contract tax, surcharge and all the taxes except GST.

**GST WILL BE PAID EXTRA.**

The rates quoted by the tenderer shall hold good till the completion of the work from the date of issue of the "WORK ORDER" and no enhancement in the rates are allowed during the period of execution of the work under any circumstances. The rates quoted shall also cover for the work to be executed before and after office hours and also on holidays.

The time stipulated for the completion of the work is 20 days from the date of issue of the WORK ORDER and the work is to be carried out as per the convenience of occupants without disturbing other occupants of the building.

#### **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. Initials / signatures will indicate the acceptance of tender papers by the tenderers.

The schedule of quantities shall be filled in as follows:

- The "rate" column to be legibly filled in ink in both English figures and words.
- 'Amount' column to be filled in for each item and the amount for each sub-head as detailed in the "schedule of quantities".
- All corrections to be initialed.
- The "Rate" column for all the items shall be filled up.
- The "Amount" column for the items for which the quantities are not mentioned shall not be filled up.
- In case of any errors / omissions in the quoted rates, the rates mentioned in the tender in words shall be taken as correct rates.

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

The Bank reserves the right to reject the lowest or any tender 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 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 bank, detailed analysis of any or all the rates shall be submitted. The architects/bank shall not be bound to accept the contractor's analysis.

The Quantity mentioned in the BOQ is approximate measurements. The works will be paid for as "measured work" on the basis of actual work done and not as "lump sum" contract.

All the items of work described in the schedule of quantities are to be deemed and paid as complete works in all respects and details including preparatory and finishing works 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 an item of works, the payment of such items of work will be made for the actual work done on the basis of lump-sum charges as assessed to be payable by the architects/bank.

SEAL & SIGNATURE OF TENDERER

The bank has power to add or delete any work or described in specifications or included in schedule of quantities and intimates the same in writing but no addition, omissions or variation shall be made by the contractor without authorization from the bank. No variation shall vitiate the contract. The bank reserves the right to delete any of the items in the tender without assigning any reasons whatsoever.

The tenderer shall note that his tender shall remain open for consideration for a period of 90 days from the date of opening of tender.

#### **AGREEMENT**

The successful contractor is required to sign agreement as may be drawn up to suit the local conditions and shall pay for all the stamps and legal expenses incidental thereto. The original will be kept with the Bank and duplicate with contractor.

#### **EARNEST MONEY AND SECURITY DEPOSIT:**

There is NO Earnest Money Required to deposit/ submit along with the bids. Retention Money shall be deducted from the final bill at 5% of the gross value of bill. The Retention amount will be refunded to the contractor 15 days after the end of defects liability period provided he has satisfactorily carried out all the work and attended to the entire defect in accordance with the condition of the contract. No interest is allowed on Retention Money.

A part of the Security Deposit if and as decided by the constituent bank can also be furnished in the form of a Bank Guarantee on the bank other than that of the constituent bank.

#### **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 the quantities and specifications taken together weather the same may or may not be particularly shown or described therein provided that the same can reasonably be inferred there from and if the contractor finds any discrepancies therein he shall immediately and in writing, refer the same to the Architects/Bank whose decision shall be final and binding.

The rates quoted against individual items will be inclusive of everything necessary to complete the said items of works within the contemplation of the contract, and beyond the unit price. No extra payments will be allowed for incidental or contingent labour and/or materials inclusive of all taxes and duties whatsoever except for specific items, if any, stipulated in 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 necessary scaffolding, staging and lighting by night as well as by day required not only for proper execution and protection of the said work.

The contractor shall take down and remove any or all such scaffoldings as occasion shall be required or when ordered to do so, and shall fully reinstate and make good all matters and things disturbed during the execution of work to the satisfaction of architect/bank.

The contractor shall all times give access to workers employed by the bank or any men employed at site and to provide such parties with proper sufficient and if required, special scaffolding and ladder and provide them lighting as may be required to enable such workmen to inspect the work, lay or fix pipes, Civil & furnishing wiring, special fittings etc. The quoted rates of tenderers shall accordingly include all these above-mentioned contingent works.

#### **LIQUIDATED DAMAGES:**

Should the work be not completed to the satisfaction of bank within the stipulated period, the contractor shall be bound pay the bank a sum calculated as given below by way of Liquidated Damages after the expiry of completion date

**.1.00% of the estimated amount shown in the tender per week subject to a ceiling of 10% of the accepted contract sum.**

SEAL & SIGNATURE OF TENDERER

**TIME PERIOD FOR COMPLETION: 20 days from the date of award of work.**

#### **FINAL PAYMENTS**

The final bill shall be accompanied by a certificate of completion from the Occupant/Bank Officials. Payments of the final bill shall be made after deduction of retention money as specified in clause 9 of these conditions which sums shall be refunded after the completion of the defects liability period after receiving the banks certificate that the contractor has rectified all defects to the satisfaction of the banks. The acceptance of payments of the final bill by the contractor would indicate that he would have no further claims in respect of the work executed.

#### **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, sales tax, octroi etc, unless specifically provided in these documents.

#### **CONTRACTORS EMPLOYEES:**

The contractor shall employ technically qualify and competent supervisors for the work who shall be available [by turn] throughout the working hours to receive and comply with the instructions of the bank officials. The contractor shall engage at least one experienced engineer, as site in-charge for the execution of the work the contractor shall employ in connection with the work persons having appropriate skill or ability to perform their job efficiently. The contractor shall employ local labours on the work as far as possible. No laborers below age of 16 and who is not an Indian national shall be employed on the work. Any laborers 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 bank or its representative shall be deemed to a person employed by the contractor.

The contractor shall comply with provision of all labour legislation including the requirements of

- a. Payments of minimum wages act
- b. Employers liabilities
- 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 there under from time to time

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

The contractor shall comply at his own cost with the order of requirement of any health officer of state or any local authority or of the bank regarding the maintenance of proper environmental sanitary condition of the area.

The contractor shall arrange to provide first aid treatment to the laborers engaged on the works. He shall within 24 hrs of occurrence of any accident at or about the site or in connection with execution of work, report such accidents to the bank and also the competent authority where such report is required by law.

The contractor shall obtain all Risk Insurance Policy at their cost within 7 days of commencement of work, for the laborers/workmen working at the site including the work till the work is completed. The policy shall be in the joint name of the Bank and contractor and Bank's name shall appear First.

#### **PAYMENTS:**

The contractor, in the form prescribed by the bank shall prepare all the bills and submit the same to Bank with measurement of work. Normally one interim bill shall be prepared each

SEAL & SIGNATURE OF TENDERER

month. Bank may release payment within 15 days of receipt of bills/after check measurement, after deduction of retention money, Income Tax etc. The contractor shall have a competent engineer at site for the supervision of the work.

The contractor shall have to make his own arrangements for watch and ward of the work/building, till the work is handed over to the bank.

The decision of the bank will be final and binding with regard to the quality of work is concerned.

The contractor is responsible for procuring the required materials for the work and stores the same at site at his cost and risk.

The amount stated in the interim certificate shall be the 75% of total value of the work executed up to date of the bill, less the amount to be retained by the bank as retention money. If the bank has supplied any materials or goods to the contractors, the cost of such materials will be progressively deducted from the amount due to the contractor on 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 works actually done and completed and shall not preclude the requiring of bad, unsound or 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 there of if any respect or accruing of any claim nor shall it conclude, determine of effect in any way the power if the bank under conditions or any of them add to the final settlement and adjustment of the accounts or otherwise or in any other way or affect the contract.

The contractor shall submit the final bill within one month from the date of completion of the work. A certificate of completion from the bank shall accompany the final bill. The payment of the final bill shall be made after deduction of retention money as specified elsewhere in these documents.

#### **ARBITRATION:**

All disputes or differences of any kind whatsoever which shall at any time arise between the parties here to touching or concerning the works or the execution or maintenance thereof of this contract or the rights touching or concerning the works or the execution of maintenance thereof of this contractor or the construction remaining operation or effect thereof or to the rights or liabilities of the parties are arising out of or in relation thereto whether during or after determination foreclosure or branch 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 employer hereinafter mention to deal referred for adjudication to a sour arbitrator to be appointed as hereinafter provided.

For the purpose of appointing the sole arbitrator referred to above, the employer will send within 30 days of receipt of the notice, to the contractor a panel of 3 names of persons who shall be presently unconnected with the organization for which the work is executed.

The contractor shall on receipt of the names as aforesaid, select, anyone of the person's name to be appointed as a sole arbitrator and communicate his name to the employer within 30 days of the receipt of the names. The employer shall thereupon without any delay appoint the person as the sole arbitrator. If the contractor fails to communicate such selection as provided above within the period specified, the competent authority shall make the selection and appoint the selected person as the sole arbitrator.

If the employer fails to send to the contractor the panel of 3 names as aforesaid within the period specified, the contractor shall send to the employer a panel of 3 names of persons who shall be unconnected with either party. The employer shall on receipt of the name as aforesaid select anyone of the person's names and appoint him sole arbitrator. If the employer fails to select the person and appoint him as a sole arbitrator within 30 days of the receipt of the panel and inform the contractor accordingly, the contractor shall be entitled to appoint

SEAL & SIGNATURE OF TENDERER

one of the persons from the panel as the sole arbitrator and communicate his name to the employer.

If the arbitrator as 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.

The work under contract shall, however, continue during arbitration proceedings and payment due or payable to the contractor shall be withheld on account of such proceedings.

The arbitrator shall be deemed to have entered on the reference the date he issued notice to both the parties fixing the date of the first hearing.

The arbitrator may from time to time, with the consent of parties, enlarge the time or making and publishing the award.

The arbitrator shall give a separate award of each disputes or difference referred to him. The arbitrator shall decide each dispute in accordance with the terms of the contract and give a reasonable award. The venue of arbitration shall be such place as may be fixed by the arbitrator in his sole discretion.

The fee, if any, of the arbitrator shall, if required to be paid before the award is made and published, be 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 part thereof shall be paid and may fix or settle the amount of costs to be so paid.

The award of the arbitrator shall be final and binding on both the parties.

Subject to aforesaid the provision of the arbitration act 1940 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.

The employer and the contractor hereby also agree that arbitration under the clause shall be a condition precedent to action under the contract with regard to the matters hereby expressly agreed to be so referred to arbitration.

**Date:**

**Signature of the Contractor  
With seal and address**

SEAL & SIGNATURE OF TENDERER

SCHEDULE OF WORKS FOR CIVIL WORKS AT HAIDERPARA BRANCH & ATM					
SI	Items	Quantity	Unit	Rate	Amount
<b>A</b>	<b>PARTITION WORK.</b>				
1.0	<b>FULLY HEIGHT Partition ( Glazed,Semi Glazed,Solid)</b>				
	Full Ht. Partition:Providing and fixing wooden double skinned partition, partly glazed and partly panelled,or fully solid as per Design drawing and specifications on cash cabins, managers cabins, general counters, Work stations and Glazed partitions on counters top and any other areas as shown in the Layout Plan.The Alluminum frame shall be 2"x1" Alluminum well seasoned sections forming 2'-0" squares covered with 9mm thick BWP Grade anti termite ply wood of approved make and finished with 1mm thick Laminates of approved shades and the panel shall be as per Design and direction. For Glazed portion 10mm thick plain glass with boarder and decorative design itching as per design and direction shall be provided including decorative /plain beading including provision of 30mm thick solid flush door wherever necessary with superior quality brass anodized hinges, handles, mortise lock of Godrej make etc.The glass partition above general /ledger counter shall be of 8mm thick plain glass with boarder and decorative design itching as per design and direction with 2"x1" Alluminum support at each counter unit and with decorative moulded heads including necessary wooden beading, painting and polishing. Matching to existing partition & as directed by the architect.	<b>Sft.</b>	<b>520.55</b>		
2.0	<b>LOW HT. Partition (Glazed,Semi Glazed,Solid )</b>				

SEAL & SIGNATURE OF TENDERER



	<p>Providing and fixing in position partly glazed 4'-6" HT. Partition work as per drawing ,in frame work at 2'x2' grind (horizontally and vertically) comprising of 2"x1 ½" hevy gazed almunium section and/or as per frame work shown in the drawings with 9 mm plywood on both sides finished with 1 mm thick laminates of approved shade and colour as shown in drawings. Item to include 12 mm thick glass with etching and frosting as per design and fitted with SS finished patch panel and 2"x2" T.W. member for door sides and glass sides and T.W. door frame to take 12 mm thick glass with etching and frosting.All exposed T.W. surfaces to be finished in melamine polish of matching laminate colour as directed including all necessary Stainless Steel finish fittings/hardware and wood preservative paint etc. as per list of approved material and as approved by the Project Consultant/Bank complete in all respects.Providing and fixing twin,- stile door made of 50, mm thick well seasoned teak wood of special design for top and bottom stiles, fixed, portion with 10mm thick clear float glass and open able portion with 12mm thick etching glass with bank logo frosted design with necessary sand blasting/granular blasting to be provided and edge should be machine beveled polished glass, necessary hardware fixtures of approved make and design, viz. double action floor spring, brass flush bolt. Stain finish stainless steel decorative handle (approx. 300mm long) on both faces, complete as per drawing and instructions. Wooden surfaces shall, be polished in approved shade N.C. lacquer in mat satin finish. The work to be completed as per design and specification of all complete</p>	<b>Sft.</b>	<b>85.00</b>		
3.0	<b>Doors (Glazed/Semi Glazed/Solid)</b>				

SEAL & SIGNATURE OF TENDERER

	Providing and fixing party glazed doors of sizes as shown in the drawing.The door shutter shall of 32 mm thick Solid Core BWP Grade flush Door shutter of approved make and finished with 1.0 mm thick Laminate on both sides as per architects direction..The shutter will have partly glazed 12 mm thick Frosted toughened glass, side beveled ,with vision panel, high polished with body etching/Colour LOGO .The rates are inclusive of approved patch fitting locking system,1 pair of 24" long S.S Handles of approved make,heavy duty Floor spring,Door closure,Mortise lock,top pivot,top patch fittings,bottom patch fittings,corner lock with strike plate and euro profile cilinder and all labour, materials, taxes, leads & lift to the place of work executed to the satisfaction of the Architect.	<b>SFT</b>	<b>63.00</b>		
<b>18.0</b>	<b>Main Entrance Door (With Toughened Glass)</b>				
	Providing and fixing fully glazed Aluminium (heavy duty 14 gauge)Doors at the Main Entrance with 6"x2" sections for top & bottom rails, 2"x2" for vertical styles.12mm thk toughened glass with frosting and etching/LOGO shall be fixed in the framing.Rate shall include pad lock,heavy duty floor spring (2 nos),18"long S.S Handles (2 nos),gaskets,top and bottom patch fitting locking systems of approved make.	<b>sft</b>	<b>48.00</b>		
<b>C</b>	<b>FURNITURE WORK.</b>				
<b>1.0</b>	<b>Front officer counter.</b>				

SEAL & SIGNATURE OF TENDERER

	<p>Providing and fixing of counter table top of 4'-6"X2'-9" and one side drawer unit of 1'3"x3'-0"x2'-6" size consisting 2 Nos of drawer units slides on telescopic slider and one cupboard unit with locking arrangement made up of 19mm th.ply with locking arrangement &amp; having all necessary arrangements for keeping the computer,,accessories,like CPU,printer, ,key, board, monitors etc.Part of the rack shall be provided with pull out drawer with locking arrangement The exposed edge surfaces are to be finished with 1.0mm th.laminates as per design of approved shade and the inner surface is finished with 0.7 mm th inner laminate . and cable manager are to be fixed as per drawing and design.It also include one 12"x12" edge polished 12mm th. glass panel vertically fixed with SS stude with coloured eatched bank logo as per design and drawing. The work is to be completed with all labour and material including all the hardware required.</p>	<p><b>Nos</b></p>	<p><b>1.00</b></p>		
<p><b>2.0</b></p>	<p><b>Cash Counter</b></p>				

SEAL & SIGNATURE OF TENDERER

	<p>Providing, fabricating and fixing in position Bank counters as per Layout Plan for both clerks and cashiers as per design and specifications. All faces of the counters, top, bottom, sides except writing table shall be of 19mm thick (MR Grade anti termite ply wood) Boards table top shall be of 25mm thick MR Grade anti termite ply wood board of any approved make. All external faces shall be finished with 1mm thick Laminate of approved quality and make all board edges finished with T.W beading. Clerk counter unit shall be provided with a storage cabinet and drawer out of 19mm thick MR Grade anti termite ply wood board and cashier's counter shall have two drawers and cabinet as per design. All drawers shall be prepared of 19mm MR Grade anti termite ply wood board and finished with 1mm Laminates on front side including T.W. Beading. The drawers and shutters shall be provided with Godrej locks and knobs. Each counter unit shall be provided with one pullout computer keyboard of suitable size, laminated on both sides and T.W. beading on edges and fixing with necessary roller fittings All unlaminated surfaces shall be painted with two coat synthetic enamel paint over a coat of wood primer or polished as per requirement.</p>	<b>Nos</b>	<b>1.00</b>		
<b>3.0</b>	<b>Manager's table</b>				
	<p>Providing modular executive type manager table top of size 6'-0"x3'-0"x2'-6", a side credenza of size 3'-6"x1'-6"x2'-6" and a front drawer unit consisting 3 Nos of drawer units slides on telescopic slider made up of 19mm th.ply with locking arrangement. The exposed edge surfaces are to be finished with 1.0mm th.laminates as per design of approved shade and the inner surface is finished with 0.7 mm th inner laminate . The side credenza will have two drawer unit slides on telescopic slider and two cupboard unit. It also include 8mm clear glass table top with edge polished .The work should be completed including all labour and material.</p>	<b>Nos</b>	<b>1.00</b>		
<b>4.0</b>	<b>Officer's table</b>				

SEAL & SIGNATURE OF TENDERER

	Providing and fixing of Officer table top of 4'-6"X2'-9" and one side drawer unit of 1'3"x3'-0"x2'-6" size consisting 2 Nos of drawer units slides on telescopic slider and one cupboard unit with locking arrangement made up of 19mm th.ply with locking arrangement & having all necessary arrangements for keeping the computer,,accessories,like CPU,printer, ,key, board, monitors etc.Part of the rack shall be provided with pull out drawer with locking arrangement The exposed edge surfaces are to be finished with 1.0mm th.laminates as per design of approved shade <b>and the inner surface is finished with 0.7 mm th inner laminate</b> . and cable manager are to be fixed as per drawing and design.It also include one 12"x12" edge polished 12mm th. glass panel vertically fixed with SS stude with coloured eatched bank logo as per design and drawing. The work is to be completed with all labour and material including all the hardware required.	<b>Nos</b>	<b>2.00</b>		
<b>5.0</b>	<b>Storage Cabinete.</b>				
	Providing and fixing of low height storage cabinete having 450mm. depth of made out of 19mm th. block board .The exposed surface is to finished with 1.0mm th.laminates as per design of approved shadea and the inner surface is finished with 0.7 mm th inner laminate. surfaces are to be finished with as per design The work should be completed according to drawing and design including all labour and materials.	<b>Sft</b>	<b>80.00</b>		
<b>D</b>	<b>OTHER WORK</b>				
<b>1.0</b>	<b>Panelling</b>				

SEAL & SIGNATURE OF TENDERER

	<p>Encasing to columns , banking hall entrance where ever shown in drawings by fixing 12mm ply to the frames made out of 40mm x20mm. Alluminum Section by means of nailing or screwing over with 1 mm tk laminate fixed by means of adhesive having grooves &amp; necessary white beach beading as directed by the Architect finished with melamine finished Alluminum cornice lining . At places niches shall be created to accommodate 12 mm tk soft board &amp; fabric of approved quality fixed with necessary frame work of wood . Nitches shall be leaped with WB wood which is also melamine polished. The O H planter box as specified in other items at certain height projected from the column / walls / partitions etc fixed as per Architect's drawing/ direction. The cost includes all the materials, labour, trasportation taxes etc., complete for the work.</p>	<b>Sft.</b>	<b>230.00</b>		
<b>2.0</b>	<b>Suggestion box &amp; Cheque drop box</b>				
	<p>Supplying and erecting free-standing suggestions box &amp; Cheque drop box of overall size , 450 mm long x 300 mm deep x450 mm high made of 19 mm thick phenol formaldehyde block board, all as in drawing, complete. with hardware. fittings and fixtures of approved make and quality.Top and all exposed surfaces of block board are to be finished with 1mm thick laminate sheet of approved shade and quality. Inner faces of block board surfaces are to be finished with 0.7 mm th inner laminate of approved shads and quality .</p>	<b>Nos</b>	<b>2.00</b>		
<b>3.0</b>	<b>Writing platform for customers &amp; application form set</b>	<b>Nos</b>	<b>1.00</b>		

SEAL & SIGNATURE OF TENDERER

	Providing , fitting , fixing writing plat form at a height of 4' above floor level fixed to the wall made out of 19 mm MR Grade anti termite ply wood block board with lamination 1 mm tk on top & hard wood beading ducco painted . At least 10 nos vertical slip in chalan shelves attached to wall over writing platform made out of min 4 mm tk acrylic sheets with 6 mm tk ply back up. Each chalan shelf will be of size 6" height , 6" wide .The entire unit will be complete in all respect including materials ,labor etc to the satisfaction of consultant .				
<b>4.0</b>	<b>Notice Board</b>				
	Providing soft board covered with approved fabric with wooden frame work and decorative beading for display drawings and documents. The work should be done including all labour and material. Approved size:-4'-0"x3'-0"	<b>Nos</b>	<b>1.00</b>		
<b>6.0</b>	<b>Wall Paint &amp; Putty work.</b>				
	Wall paint with POP & putty.Sand papering,cleaning the surface,applying primer with lambi putty/pop punning to full surface in 3 layers,thereafter applying 3 coats of paint of approved shade & color on walls.roller to be applied on all surface etc complete.jobs to include proper covering of furnitures so as to avoid damage.	<b>Sft.</b>	<b>2,500.00</b>		
<b>7.0</b>	<b>False ceiling (Gypsum board.)</b>				
	False Ceiling (Gypsum Board)Providing & fixing in position false ceiling in Gypboard 12 mm thick for horizontals & Verticals fixed over G.I. frame work as specified by India Gupsm Co. Ltd. including trap doors for A.C. Unit in 18 mm thick MR Grade anti termite Plywood with Stainless Steel hinges & locks with moulding 1" x 1" for edges including finishing with White Plastic Emulsion Paint etc. complete in all respects.(Note :- Only the plan area will be measured for payment. No extra payment will be made for cutouts, grooves, mouldings etc.)	<b>Sft.</b>	<b>388.80</b>		
<b>8.0</b>	<b>False ceiling ( Armstrong)</b>				

SEAL & SIGNATURE OF TENDERER

	Providing & fixing in position false ceiling in Armstrong 600 x 600 mm x 15/16 mm Dune Supreme RH 99 Prima tile with Tegular edge framework as specified by Armstrong Co. with suspenders wherever required. Making necessary framework for A. C. ducting, if any, and necessary cutouts for diffusers and light fittings, taping and finishing to proper line & level, including making grooves and trap doors for A. C. unit in 18 mm thick MR. Grade antitermite Plywood with Stainless Steel hinges & locks with moulding 1" x 1" for edges including finishing with White Plastic Emulsion Paint etc. complete in all respects.(Note :- Only the plan area will be measured for payment. No extra payment will be made for cutouts, grooves, mouldings etc.)	<b>Sft</b>	<b>232.00</b>		
<b>9.0</b>	<b>Electrical panel board cover</b>				
	Providing and fixing of electrical panel board cover made up of 19mm ply with two shutter at the front having T.W luvvers as per drawing and design, it also have furnished with locking arrangement. The exposed surface is finished with 1mm. Th. Laminates and inner surface is finished with 0.7mm thick inner laminate . The work should be completed including all hardware, material and labour.	<b>Sft</b>	<b>28.00</b>		
<b>10.0</b>	<b>Vertical blinds</b>				
	Supplying, fitting & fixing in position coloured 0.33mm thickness acrylic coated cleanable/ washable vertical blinds (Marvel or its equivalent, as approved) inclusive of all recommended accessories colour pattern etc., as per Architect's approval. The cost includes all the materials, labour, transportation taxes etc., complete for the work.	<b>Sft</b>	<b>120.00</b>		
<b>11.</b>	<b>Shutter Boxing:</b>				

SEAL & SIGNATURE OF TENDERER



0	Providing and fixing in position aluminium composite panel boxing with PVDF coating & LDPE core laminated Eurobond/Altobond/Alukbond Exterior grade 4mm thick including fabrication for the same with aluminium sections, required hard ware, silicon sealant ( Dow coming 789), masking tape, necessary scaffolding etc. It also include the trap door shutter with magnetic catch. The work should be completed including all labour and material.	Sft	80.00		
12.0	<b>Hanging Number Plate</b>				
	Providing and fixing Counter number plate with hanging arrangement from ceiling with required size and coloured PVC Sheet.	Nos	5.00		
13.0	<b>Name Plate</b>				
	Providing & Fixing Name plate with required size and coloured pvc Sheet.	nos	5.00		
14.0	<b>Table/Counter Front Logo</b>				
	Providing & Fixing Table/Counter front logo to be printed over 300 X 300mm X 8mm thk. Rounded white PVC Sheet, fixed to table front with 4 no. 50mm long SS studs complete as directed.	unit	5.00		

**SCHEDULE OF WORKS FOR CIVIL WORKS AT MSME SULABH SILIGURI BRANCH & ATM**

SI	Items	Quantity	Unit	Rate	Amount
A	<b>PARTITION WORK.</b>				
1.0	<b>FULLY HEIGHT Partition ( Glazed,Semi Glazed,Solid)</b>				

SEAL & SIGNATURE OF TENDERER

	<p>Full Ht. Partition:Providing and fixing wooden double skinned partition, partly glazed and partly panelled,or fully solid as per Design drawing and specifications on cash cabins, managers cabins, general counters, Work stations and Glazed partitions on counters top and any other areas as shown in the Layout Plan.The Alluminum frame shall be 2"x1" Alluminum well seasoned sections forming 2'-0" squares covered with 9mm thick BWP Grade anti termite ply wood of approved make and finished with 1mm thick Laminates of approved shades and the panel shall be as per Design and direction. For Glazed portion 10mm thick plain glass with boarder and decorative design itching as per design and direction shall be provided including decorative /plain beading including provision of 30mm thick solid flush door wherever necessary with superior quality brass anodized hinges, handles, mortise lock of Godrej make etc.The glass partition above general /ledger counter shall be of 8mm thick plain glass with boarder and decorative design itching as per design and direction with 2"x1" Allumium support at each counter unit and with decorative moulded heads including necessary wooden beading, painting and polishing. Matching to existing partition &amp; as directed by the architect.</p>	<p><b>Sft.</b></p>	<p><b>200.00</b></p>		
<p>2.0</p>	<p><b>LOW HT. Partition (Glazed,Semi Glazed,Solid )</b></p>				

	<p>Providing and fixing in position partly glazed 4'-6" HT. Partition work as per drawing ,in frame work at 2'x2' grind (horizontally and vertically) comprising of 2"x1 ½" hevy gazed almunium section and/or as per frame work shown in the drawings with 6 mm plywood on both sides finished with 1 mm thick laminates of approved shade and colour as shown in drawings. Item to include 12 mm thick glass with etching and frosting as per design and fitted with SS finished patch panel and 2"x2" T.W. member for door sides and glass sides and T.W. door frame to take 12 mm thick glass with etching and frosting.All exposed T.W. surfaces to be finished in melamine polish of matching laminate colour as directed including all necessary Stainless Steel finish fittings/hardware and wood preservative paint etc. as per list of approved material and as approved by the Project Consultant/Bank complete in all respects.Providing and fixing twin,- stile door made of 50, mm thick well seasoned teak wood of special design for top and bottom stiles, fixed, portion with 8mm thick clear float glass and open able portion with 12mm thick etching glass with bank logo frosted design with necessary sand blasting/granular blasting to be provided and edge should be machine beveled polished glass, necessary hardware fixtures of approved make and design, viz. double action floor spring, brass flush bolt. Stain finish stainless steel decorative handle (approx. 300mm long) on both faces, complete as per drawing and instructions. Wooden surfaces shall', be polished in approved shade N.C. lacquer in mat satin finish. The work to be completed as per design and specification of all complete</p>	<p><b>Sft.</b></p>	<p><b>145.75</b></p>		
<p><b>3.0</b></p>	<p><b>Doors (Glazed/Semi Glazed/Solid)</b></p>				

	<b>Doors :semi glazed/solid:</b> Providing & fabricating fixing door shutter with 28mm x 75mm height & 28mm x 75mm, 28 mmx 60mm, 28mm x80mm rails respectively by using Giringa/ Kasi wood of well seasoned with necessary wood joining, planning, polishing etc., as per drawing matching the aligned partition . The shutter will have part glazed 8mm thk float glass side beveled , high polished with body itching of st globain & part solid one covered with 6mm BWP ply, both sides covered with 1 mm tk laminate of approved shade with necessary WB wood beading etc mat polished with melamine polish of asian / ici , complete to match the aligned partition elevations designs, the rates are inclusive of cost of necessary hinges, handles,cylindrical locks, aldrops etc., all labour, materials, taxes, leads & lift to the place of work executed to the satisfaction of the Architect.	<b>SFT</b>	<b>63.00</b>		
<b>4.0</b>	<b>Doors (Glazed/Semi Glazed/Solid)</b>				
	Providing and fixing party glazed doors of sizes as shown in the drawing.The door shutter shall of 32 mm thick Solid Core BWP Grade flush Door shutter of approved make and finished with 1.0 mm thick Laminate on both sides as per architects direction..The shutter will have partly glazed 12 mm thick Frosted toughened glass, side beveled ,with vision panel, high polished with body etching/Colour LOGO .The rates are inclusive of approved patch fitting locking system,1 pair of 24" long S.S Handles of approved make,heavy duty Floor spring,Door closure,Mortise lock,top pivot,top patch fittings,bottom patch fittings,corner lock with strike plate and euro profile cilinder and all labour, materials, taxes, leads & lift to the place of work executed to the satisfaction of the Architect.	<b>SFT</b>	<b>63.00</b>		
<b>18.0</b>	<b>Main Entrance Door (With Toughened Glass)</b>				
	Providing and fixing fully glazed Aluminium (heavy duty 14 gauge)Doors at the Main Entrance with 6"x2" sections for top & bottom rails, 2"x2" for vertical styles.12mm thk toughened glass with frosting and etching/LOGO shall be fixed in the framing.Rate shall include pad lock,heavy duty floor spring (2 nos),18"long S.S Handles (2 nos),gaskets,top and bottom patch fitting locking systems of approved make.	<b>sft</b>	<b>48.00</b>		
<b>C</b>	<b>FURNITURE WORK.</b>				

SEAL & SIGNATURE OF TENDERER

1.0	<b>Front officer counter.</b>				
	<p>Providing and fixing of counter table top of 4'-6"X2'-9" and one side drawer unit of 1'3"x3'-0"x2'-6" size consisting 2 Nos of drawer units slides on telescopic slider and one cupboard unit with locking arrangement made up of 19mm th.ply with locking arrangement &amp; having all necessary arrangements for keeping the computer,,accessories,like CPU,printer, ,key, board, monitors etc.Part of the rack shall be provided with pull out drawer with locking arrangement The exposed edge surfaces are to be finished with 1.0mm th.laminates as per design of approved shade and the inner surface is finished with 0.7 mm th inner laminate . and cable manager are to be fixed as per drawing and design.It also include one 12"x12" edge polished 12mm th. glass panel vertically fixed with SS stude with coloured etched bank logo as per design and drawing. The work is to be completed with all labour and material including all the hardware required.</p>	Nos	5.00		
3.0	<b>Manager's table</b>				
	<p>Providing modular executive type manager table top of size 6'-0"x3'-0"x2'-6", a side credenza of size 3'-6"x1'-6"x2'-6" and a front drawer unit consisting 3 Nos of drawer units slides oon telescopic slider made up of 19mm th.ply with locking arrangement. The exposed edge surfaces are to be finished with 1.0mm th.laminates as per design of approved shadeand the inner surface is finished with 0.7 mm th inner laminate . The side credenza will have two drawer unit slides on telescopic slider and two cupboard unit. It also include 8mm clear glass table top with edge polished .The work should be completed including all labour and material.</p>	Nos	1.00		
4.0	<b>Officer's table</b>				

	Providing and fixing of Officer table top of 4'-6"x2'-9" and one side drawer unit of 1'3"x3'-0"x2'-6" size consisting 2 Nos of drawer units slides on telescopic slider and one cupboard unit with locking arrangement made up of 19mm th.ply with locking arrangement & having all necessary arrangements for keeping the computer,,accessories,like CPU,printer, ,key, board, monitors etc.Part of the rack shall be provided with pull out drawer with locking arrangement The exposed edge surfaces are to be finished with 1.0mm th.laminates as per design of approved shade <b>and the inner surface is finished with 0.7 mm th inner laminate</b> . and cable manager are to be fixed as per drawing and design.It also include one 12"x12" edge polished 12mm th. glass panel vertically fixed with SS stude with coloured eatched bank logo as per design and drawing. The work is to be completed with all labour and material including all the hardware required.	<b>Nos</b>	<b>3.00</b>		
<b>5.0</b>	<b>Storage Cabinete.</b>				
	Providing and fixing of low height storage cabinete having 450mm. depth of made out of 19mm th. block board .The exposed surface is to finished with 1.0mm th.laminates as per design of approved shadea and the inner surface is finished with 0.7 mm th inner laminate. surfaces are to be finished with as per design The work should be completed according to drawing and design including all labour and materials.	<b>Sft</b>	<b>120.00</b>		
<b>D</b>	<b>OTHER WORK</b>				
<b>1.0</b>	<b>Panelling</b>				

SEAL & SIGNATURE OF TENDERER

	<p>Encasing to columns , banking hall entrance where ever shown in drawings by fixing 12mm ply to the frames made out of 40mm x20mm. Alluminum Section by means of nailing or screwing over with 1 mm tk laminate fixed by means of adhesive having grooves &amp; necessary white beach beading as directed by the Architect finished with melamine finished Alluminum cornice lining . At places niches shall be created to accommodate 12 mm tk soft board &amp; fabric of approved quality fixed with necessary frame work of wood . Nitches shall be leaped with WB wood which is also melamine polished. The O H planter box as specified in other items at certain height projected from the column / walls / partitions etc fixed as per Architect's drawing/ direction. The cost includes all the materials, labour, transportation taxes etc., complete for the work.</p>	<b>Sft.</b>	<b>385.50</b>		
<b>2.0</b>	<b>Suggestion box &amp; Cheque drop box</b>				
	<p>Supplying and erecting free-standing suggestions box &amp; Cheque drop box of overall size , 450 mm long x 300 mm deep x450 mm high made of 19 mm thick phenol formaldehyde block board, all as in drawing, complete. with hardware. fittings and fixtures of approved make and quality.Top and all exposed surfaces of block board are to be finished with 1mm thick laminate sheet of approved shade and quality. Inner faces of block board surfaces are to be finished with 0.7 mm th inner laminate of approved shads and quality</p>	<b>Nos</b>	<b>2.00</b>		
<b>3.0</b>	<b>Writing platform for customers &amp; application form set</b>	<b>Nos</b>	<b>1.00</b>		
	<p>Providing , fitting , fixing writing plat form at a height of 4' above floor level fixed to the wall made out of 19 mm MR Grade anti termite ply wood block board with lamination 1 mm tk on top &amp; hard wood beading ducco painted . At least 10 nos vertical slip in chalan shelves attached to wall over writing platform made out of min 4 mm tk acrylic sheets with 6 mm tk ply back up. Each chalan shelf will be of size 6" height , 6" wide .The entire unit will be complete in all respect including materials ,labor etc to the satisfaction of consultant .</p>				
<b>4.0</b>	<b>Notice Board</b>				

	Providing soft board covered with approved fabric with wooden frame work and decorative beading for display drawings and documents,. The work should be done including all labour and material.	<b>Nos</b>	<b>1.00</b>		
<b>6.0</b>	<b>Wall Paint &amp; Putty work.</b>				
	Wall paint with POP & putty.Sand papering,cleaning the surface,applying primer with lambi putty/pop punning to full surface in 3 layers,thereafter applying 3 coats of paint of approved shade & color on walls.roller to be applied on all surface etc complete.jobs to include proper covering of furnitures so as to avoid damage.	<b>Sft.</b>	<b>3,000.00</b>		
<b>7.0</b>	<b>False ceiling (Gypsum board.)</b>				
	False Ceiling (Gypsum Board)Providing & fixing in position false ceiling in Gypboard 12 mm thick for horizontals & Verticals fixed over G.I. frame work as specified by India Gupsm Co. Ltd. including trap doors for A.C. Unit in 18 mm thick MR Grade anti termite Plywood with Stainless Steel hinges & locks with moulding 1” x 1” for edges including finishing with White Plastic Emulsion Paint etc. complete in all respects.(Note :- Only the plan area will be measured for payment. No extra payment will be made for cutouts, grooves, mouldings etc.)	<b>Sft.</b>	<b>411.75</b>		
<b>8.0</b>	<b>False ceiling ( Armstrong)</b>				
	Providing & fixing in position false ceiling in Armstrong 600 x 600 mm x 15/16 mm Dune Supreme RH 99 Prima tile with Tegular edge framework as specified by Armstrong Co. with suspenders wherever required. Making necessary framework for A. C. ducting, if any, and necessary cutouts for diffusers and light fittings, taping and finishing to proper line & level, including making grooves and trap doors for A. C. unit in 18 mm thick MR. Grade antitermite Plywood with Stainless Steel hinges & locks with moulding 1” x 1” for edges including finishing with White Plastic Emulsion Paint etc. complete in all respects.(Note :- Only the plan area will be measured for payment. No extra payment will be made for cutouts, grooves, mouldings etc.)	<b>Sft</b>	<b>248.00</b>		
<b>9.0</b>	<b>Electrical panel board cover</b>				

SEAL & SIGNATURE OF TENDERER



	Providing and fixing of electrical panel board cover made up of 19mm ply with two shutter at the front having T.W luvvers as per drawing and design, it also have furnished with locking arrangement. The exposed surface is finished with 1mm. Th. Laminates and inner surface is finished with 0.7mm thick inner laminate . The work should be completed including all hardware, material and labour.	<b>Sft</b>	<b>28.00</b>		
<b>10.0</b>	<b>Vertical blinds</b>				
	Supplying, fitting & fixing in position coloured 0.33mm thickness acrylic coated cleanable/ washable vertical blinds (Marvel or its equivalent, as approved) inclusive of all recommended accessories colour pattern etc., as per Architect's approval. The cost includes all the materials, labour, transportation taxes etc., complete for the work.	<b>Sft</b>	<b>120.00</b>		
<b>12.0</b>	<b>Hanging Number Plate</b>				
	Providing and fixing Counter number plate with hanging arrangement from ceiling with required size and coloured PVC Sheet.	<b>Nos</b>	<b>9.00</b>		
<b>13.0</b>	<b>Name Plate</b>				
	Providing & Fixing Name plate with required size and coloured pvc Sheet.	<b>nos</b>	<b>9.00</b>		
<b>14.0</b>	<b>Table/Counter Front Logo</b>				
	Providing & Fixing Table/Counter front logo to be printed over 300 X 300mm X 8mm thk. Rounded white PVC Sheet, fixed to table front with 4 no. 50mm long SS studs complete as directed.	<b>unit</b>	<b>9.00</b>		
<b>A</b>	<b>TOTAL EXCLUSIVE OF GST</b>				
<b>B</b>	<b>DISCOUNT IF ANY</b>				
<b>C</b>	<b>TOTAL AFTER DISCOUNT</b>				
<b>D</b>	<b>GST</b>				
<b>E</b>	<b>TOTAL INCLUSIVE OF GST</b>				

SEAL & SIGNATURE OF TENDERER

**APPROVED MAKES & MATERIAL**

1	False Ceiling / Channels	India Gypsum / Armstrong / Saint Gobain
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 / Kapoor
3	Wood Skirting / Moulding / Lipping / Bidding	White Beach / White Ceader / CP Teak
4	Wood Preservative	STP Pentaphene Pale / Termiseal by PCI / Bison by British Paint
5	Fire Reterdant Paint	Industrial grads of Noble / Viper
6	BWP Ply (IS : 710)	Century (excl. Sainik) / Sylvan / Green (excl. Ecotec)
7	Flush Door / BWP Block board (IS : 1659)	Century (excl. Sainik) / Sylvan / Green (excl. Ecotec)
8	Laminate (1.0 mm thk.) (IS : 2046)	Green lam / Century mica / Sunmica
9	Door Closure ( Heavy Duty )	Godrej / Archi / Sterling ( DC 2000)
10	Floor Spring ( Heavy Duty )	Godrej / Archi / Sterling ( FS 3000 )
11	Door Lock ( Dead )	Godrej / Hafele /Hettich / Kich / Doorset / Yale
12	Door Handles	Godrej / Hafele /Hettich / Kich / Doorset
13	Drawer / Storage Handle	Godrej / Hafele /Hettich / Kich / Doorset
14	Drawer / Storage Lock ( Multipurpose )	Hafele /Hettich /Doorset
15	Night latch	Godrej / 4C Acme
16	Screws	GKW / Nettle fold
17	Hinges	CIEF / Hettich
18	Sliding Telescopic Drawer Channel	Ebco / 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 Blinds	Mac / Annums / Window Fashion
23	Glass	Modi / AIS / Saint Gobain
24	Paints (Synthetic Enamel / Acrylic Emulsion)	Asain Paints / Berger / ICI
25	PVC Flooring	Krishna Vinyl / Armstrong / Birla
26	Texture Paint	Spectrum
27	Glass	Modi / AIS / Saint Gobain
28	European WC / Washbasin	Hindware /Parryware
29	Sanitary Fittings	Jaquar / Kohler
30	G.I. Pipe	Tata ( Medium )
31	Cement	Ultratech / Laferge / ACC
32	Footmat	Birla 3M / Approved Equivalent
33	Vitrified Tiles	Johnson / Kajaria
34	Ceramic Tiles	Johnson / Kajaria
35	All other items not covered above	As per sample approved by Employer/Consultant

SEAL & SIGNATURE OF TENDERER