



G A SECTION,  
Circle Office, Canara Bank,  
#10-3-163 & 10-3-163/A.  
Plot No.85, Beside Rail Nilayam,  
Secunderabad -500026  
E-mail: pecohyd@canarabank.com

Telephone: 040-27725221  
040-27725223

To,

Date: 31.08.2024

M/s.

Notice Inviting Tender

**WORK: Interior furnishing works in the premises of Narsapur Branch (New)**

Location of the Branch/Office	H- No 4-41, Raghavendra Complex, opposite to Police station, Narsapur, Telangana- 534 275.
Last date for submission of quotation	<b>09.09.2024 up to 3:00 pm</b>
Date & Time of opening quotation	<b>09.09.2024 up to 4:00 pm</b>
Tender Application Fee	<b>Rs.250/- (non refundable).</b> The application Fee shall be submitted in the form of DD obtained from a nationalized Bank Drawn in Favor of Canara Bank, Circle Office, Hyderabad payable at Hyderabad. The tenders without Application fee will be rejected.
Earnest Money Deposit (EMD)	Rs.10,500/-, shall be submitted in the form of Demand Draft (DD) from any Nationalized Bank Drawn in Favor of Canara Bank, Circle Office, Hyderabad payable at Hyderabad. The tenders without EMD will be rejected. <ul style="list-style-type: none"> <li>• However, the contractors will be exempted from the submission of EMD amount on Submission of copy of MSME/ NSIC registration Certificate.</li> <li>• The EMD amount will be returned to the unsuccessful bidder after work order issued to the L1 contractor.</li> <li>• No interest on the EMD amount.</li> <li>• EMD will be returned to the L1 bidder after successful completion of awarded works/ during the payment of final bill.</li> </ul>
Time limit for execution of work	<b>21 days</b> from the date of work order
Defect liability period	12 months after completion of work
Retention money towards defect liability period	<b>5 %</b> of actual bill

TENDER TERMS AND CONDITIONS

CANARA BANK, GA SECTION, CIRCLE OFFICE, HYDERABAD

Date of commencement of work	As per work order
Income Tax &/ other taxes	At applicable rate
Payment	After the completion of the work, as per procedure
Period for submitting final bill by contractor	Within one month from the date of virtual completion of the work
Liquidated damage for non completion of work in time	1%(one per cent) of the Contract Value per week or part there off of delay subject to a limit of 10%(ten percent) of the Contract Value as "Liquidated damages" for the period during which the said works shall so remain incomplete or the Employer may deduct aforesaid sum towards such damages from any monies due to the Contractor.
Insurance	At contractor's cost
Validity of submitted tender	60 days from the opening of tenders

Sealed tenders are invited on behalf of Canara Bank for the above mentioned work. The Bill of quantities, terms and conditions & layout are enclosed. **THE WORK IS TO BE EXECUTED IN A TIME BOUND MANNER. HENCE YOU ARE ADVISED TO PARTICIPATE IN THE TENDER ONLY IF YOU ARE WILLING TO START THE WORK IMMEDIATELY AND COMPLETE IT WITHIN 21 DAYS TIME FROM THE DATE OF WORK ORDER. SITE IS READY FOR IMMEDIATE UNDERTAKING OF THE TENDER WORKS.** The sealed tender must be dropped in tender box kept at the Circle Office within the above stipulated time. The tenders shall be opened at our office at the above specified time. The tenderers / authorized representative are requested to be present at the time of opening. Canara Bank will not be bound to accept the lowest tender & reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-

Assistant General Manager  
G A SECTION  
CO: Hyderabad

Place: Hyderabad  
Date: 31.08.2024

To

The Assistant General Manager,  
G A Section,  
Circle Office,  
Canara Bank,  
Hyderabad - 500026.

Respected Sir,

Sub: Interior furnishing works in the New premises of Narsapur Branch (New).

I / We hereby submit our lowest tender for the above mentioned work as specified in the schedule. I / We have gone through all the specifications, terms and conditions of the contract. If this tender is accepted, I / We hereby agree to abide by and fulfill all the terms and conditions of this agreement & this tender shall constitute a binding contract between us.

Once again knowing fully well the contents of this tender, I / We sign this tender this .....Day of .....2024.

Witness of the Contractor

Address and Signature

Signature of the Contractor with seal & date

1.

2.

**SPECIAL CONDITIONS**

1. **The works at the branch/Office premises need to be executed duly taking care of the local bye laws/regulations of the local authorities like Police Dept, Water supply and Sanitary Board, Electricity Board, Central/ State Labour Commission etc. Necessary permissions, licenses, temporary connections if needed shall be obtained by the Contractor and Bank shall not be held responsible for any lapses.**
2. **The works shall be executed duly taking care of all safety measures and Bank shall be fully indemnified for any 3<sup>rd</sup> party claims, casualties, mishaps, loss of property etc. related to the undertaking & the execution of the subject work.**
3. **Bank reserves the right to award the works to the second lowest (L2) bidder if the lowest bidder (L1) backs out.**
4. **GST TAXES: As per the new Goods & Services Tax (GST) structure, the tenderers are required to have GSTIN number & Tenderers without GSTIN number are not eligible to participate in the tender process. The details as per the Annexure I attached are to be mandatorily furnished along with the tender. The eligible tenderers are requested to quote the GST seperately. The taxes will be deducted at source as per the statutory requirements. While raising the bill, it shall be mentioned as bill to Canara Bank and our Bank's GSTIN number to be mentioned.**

**CANARA BANK'S TELANGANA STATE GSTIN NUMBER IS AS BELOW:  
36AAACC6106G3Z0**

5. **Tenderers are requested to submit Bid Security Declaration as per the format provided in the Tender Document**

**GENERAL RULES & INSTRUCTIONS FOR THE GUIDANCE OF TENDERER.**

1. Tenderers are expected to visit the site before quoting the rates and should satisfy themselves as to the nature and conditions of work facilities available etc.
2. The tenderers are required to examine the enclosed general plan, tender form and conditions mentioned in the tender.
3. The tenderers should quote the rates in the figures. The amount for each item should be worked out and the requisite totals shall be given. The total amount shall be written both in figures and words.
4. The rates quoted in the tender shall be for measured finished works and shall include all changes including cost of materials, transportation, freight charges etc. complete.
5. The work is to be completed within **21 (Twenty One) days** from the date of issuing work order/confirmation from our side or handing over vacant possession of the site whichever is later.

TENDER TERMS AND CONDITIONS

6. The successful tenderer shall give all necessary personal attention to the work during the process of work and also until the expiry date of “Defects Liability Periods” which is **12 months** after the date of completion of the work.
7. The bank reserves the right to reject any portion of the work or material, which is, found unsatisfactory not up to the standard.
8. A retention amount of **5% of the bill amount** will be retained from the final bill and shall be paid to the successful tenderer after the defects liability period is over and upon the certification of the engineer.
9. Income tax deduction at prevailing / appropriate rates will be retained from each running bill which will be certified by the income tax authorities and a receipt will be given to the contractors.
10. GST will be decided as per the statutory requirements. Any other tax on materials, labour, services etc. in respect of this work shall be payable by the contractor and bank will not entertain any such claims.

### **CONDITIONS OF CONTRACT**

Note: The requirement of these conditions shall be fulfilled by the tenderer without extra charges, the item rates quoted shall be deemed to have taken these conditions in to account.

1. If any additions and alterations are found necessary, the tenderer will have to do the same within the tendered rates with the prior approval of the bank.
2. The contractor shall employ adequate labour to complete the work within the scheduled time and shall make his own arrangements for housing his materials etc.
3. The contractor shall have to make his own arrangements to house his labour and staff for their services.
4. All tendered rates shall include for the cost of materials, labour, supervision, tools, plant, transportation, contingencies, duties, breakages, wastages, sundries, scaffolding, etc complete.
5. All instruction regarding the execution of the work shall be received from the officials through consultant/architect only. Any other instructions issued directly to the contractor by anyone else shall not be binding on the bank.
6. The bank shall have the power to omit or cancel any item of work without assigning any reason whatsoever and no claim for compensation for damage will be entertained for such omissions and cancellation.
7. The contractor shall maintain satisfactory progress of work as well as maintain a desired level of workmanship. If in the opinion of the bank the progress is unsatisfactory and / or the workmanship is unsatisfactory then the bank shall take possession of the work **within 7 days** to that effect. The bank shall then complete the entire work and rectify all the defects at the contractor's cost and consequences.
8. In case the bank is not satisfied with the quality of materials used by the contractors, they reserve the right to direct the contractor to procure such materials supplied from agencies they deem fit.
9. The contractor is to be responsible for clearing any, all dirt and rubbish and superfluous materials as they accumulate and everything unnecessary and to leave the premises in a clean and orderly condition on completion and fit for occupation. No extra payment shall be made for doing this.

10. Any work which is not approved by the bank shall have to be removed within 24 hours from the time of order and shall have to be redone by the contractor at his own cost and this cost will be borne by the contractor.
11. No deviation whatsoever for any reason will be permitted, however, if any deviation becomes necessary, the same should be brought to the immediate notice of the bank and written approval must be obtained for such deviation before proceeding with the execution of work.
12. The bank has got the right to supply any materials required for the work and cost of materials so supplied will be deducted from the bills of the successful contractor.
13. The contractor shall be responsible for safe custody of his materials/materials issued to him by the bank till they are used for the work. He shall make his own arrangements for the safe custody and proper storage and preservation in sound condition till the same are actually used in the work.
14. The tenderer shall extended full co-operation to the other contractor /agencies like electrical, air conditioning, Fire & CCTV, LAN etc who are also working for the same project and co-ordinate with them in finishing the awarded work within the stipulated time given.
15. The contractor shall have a competent supervisor on the site for all the time.
16. For any new item the rate will be fixed by the bank as per prevailing fair market rate and labour which will be binding on the contractor.
17. In case the brand of materials mentioned in the tender is not available in the market, the alternate brand shall be used only after prior written approval of the bank.
18. The contractor shall be given a single electrical connection at work site. Electrical charges for consumption by the contractor will be charged separately by the bank, contractors have to provide sub-meter.
19. The successful tenderer shall not anticipate any financial help from the bank in the form of adhoc payment / advance for mobilizing and for starting the work.
20. The contractor should strictly adhere to the specifications and make of the materials, mentioned in the annexure. Any deviation will summarily reject the items of the work and not qualify for payment.
21. The successful tenderer shall be ready to carry out works between non banking hours and even at nights and holidays.
22. The contractor should sign all the pages of the document and the same shall be submitted to us.

Signature of the contractor with seal & date

Acceptance of contractor for Labour laws

1. The successful tenderer / Contractor shall carefully and diligently implement the provisions of the Contract Labour Act & Contract Labour Rules.
2. The Bank shall be entitled to deduct from the Contract Consideration, any such amount which the Bank has to pay in accordance with the Contract Labour (Regulation & Abolition) Act 1971 and Workmen's Compensation Act, in the event of the Bank having to disburse compensation / effect any payment under the Contract Labour Acts / Rules.
3. Please note that as per rule 81(1) of Contract Labour (R&A) Rules, 1971, it is mandatory on the part of the Contractor to the display the notice containing the following details at prominent place at the work site.  
(a) Rates of wages. (b) Hours of work. (c) Wage periods. (d) Dates of payment of wages. (e) Names & addresses of the Labour Inspectors having jurisdiction & (f) Date of payment of unpaid wages.  
The notice containing the above details shall be displayed without fail at the work site.
4. The Contractor shall not engage any workmen for wages, less than the minimum wages prescribed under the notification issued by the Central Government.
5. The contractor should follow all labour laws/guidelines laid down by central /state government from time to time.

CERTIFICATE

I / WE HAVE READ, FULLY UNDERSTOOD THE ABOVE MENTIONED REGULATIONS OF LABOUR LAWS/GUIDELINES AND ACCEPT THE SAME IN TOTO. I ALSO UNDERTAKE TO FOLLOW ALL LABOUR LAWS/GUIDELINES LAID DOWN BY CENTRAL /STATE GOVERNMENT FROM TIME TO TIME & INDEMNIFY THE BANK AUTHORITIES.

SIGNATURE OF THE CONTRACTOR WITH SEAL & DATE

**ANNEXURE I (TO BE MANDATORILY FURNISHED)**

1.	Name of the Contractor under the Contract Labour (Regulation and Abolition) Act, 1970 (37 of 1970) (if applicable)	
2.	LIN / PAN No	
3.	Email Id	
4.	Mobile No.	
5.	No. & date of Certificate of Registration/ License*	
6.	Name of Person in charge of work	
7.	LIN / PAN No. of the person in charge of work	
8.	Email Id of the person in charge of work	
9.	Mobile No. of the person in charge of work	
10.	The Nature of work involved & the facilities, including any plant & machinery provided in the case of a building or other construction work	
11.	The arrangement for the storage of explosives, if any, to be used in the building or other construction work	

\* Please strike off whichever is not applicable

SIGNATURE OF THE CONTRACTOR WITH SEAL & DATE



## APPROVED LIST OF MATERIALS

MATERIALS	BRANDS
PLYWOOD	/ Greenply / Hunsur/ Century / BlackCoat Premia / Archid/.
LAMINATES	Greenlam / Archid / Samrat Mica/Bravia.
VENEERS	Monarch / Greenply / Duro / Euro / Durian / Goel / Kenwood / Samrat / Donear / Kitply / True wood /Hunsur / Sharon / Archid / Prateek / Jackson / URO / Century.
BINDING MATERIALS	Fevicol / Movico / Araldite / Jivanjhor / Micropure /Jubilant
HARDWARE: LOCKS, CHANNELS	Godrej / Tristar / Earlbihari / Dorset / Nimmi / Jyothi EarlBihari / Efficient Gardgets / Etalica
KEY BOARDS CHANNELS	Earl Bihari
HANDLES, FITTINGS	Kircheff / Dorset / Hatrdwin / Kich
KNOBS	Kircheff /Doorset / Hatrdwin / Kich
LOCKS	Godrej
GLASS	Float / Triveni / Saint Gobian / Modi Guard wave free float glass.
VERTICAL BLINDS	Vista levlor / Mac / Marc.
LAPPAM	Altek / Birla
PAINTS	Nerolac / Asian / Berger / ICI / Jenson & Nicholson
DOOR CLOSERS / FLOOR SPRINGS	Hardwin / Everite / Dorma / Efficient Gadgets.
GYP SUM BOARDS	Indian Gypsum / Boral / Lafarge
GRID CEILINGS	Armstrong / Nittobo / Insula ( Minwool Rock FibresLtd)
PRELAMINATED SHEETS	Novopan / Egwood
SANITARY FITTINGS	Hindustan / Parryware / Hindware / Plumber ISI marked / Jaguar
WATER SUPPLY FITTINGS	Tata / Oswal / Zenith
VITRIFIED TILES	Naveen / Asian /Euro / Marbonite / Granolite /Jhonson / NITCO
CERAMIC TILES	Asian, Naveen, Somani, Orient, Jhonson
CI FITTINGS	Bic / NEKO / NEC

CANARA BANK, GA SECTION, CIRCLE OFFICE, HYDERABAD

GI VALVES	Zoloto / Rani
CEMENT	Ultra tecc / ACC / Orient / Ramco
WATER PROOFING MATERIAL	Dr. Fixit / FOSROC
PVC FLOORS	Armstrong / Wonder Floor / Bhor Vinyl / Tusker / Carara / LG
SCREWS	GKW / Nettlefold
PRIMERS	ICI / Asian Paints / Wooderite
MELAMINE POLISH	ICI / Asian
CORNICES	Boral / India Gypsum.
MDF BOARD	NUWUD

**Note:** Samples are to be approved by Bank if any. Any brands indicated under the items specifications in the Bill of quantities will prevail over the above indicated makes.

SIGNATURE OF THE CONTRACTOR WITH SEAL & DATE