

SUBJECT : ISSUE OF TENDER –FURNISHING WORK OF KEYLONG BRANCH	
NAME OF THE VENDOR :	
NAME OF THE WORK :	FURNISHING WORK TO BE CARRIED OUT AT KEYLONG BRANCH
ADDRESS OF THE BRANCH & CONTACT PERSON & NUMBER	MAIN BAZAR, KEYLONG
PROJECT TO BE COMPLETED	Within 30 days from the date of receipt of work Order or date of handover the site, whichever is later.
LIQUIDATED DAMAGES FOR NON-COMPLETION OF WORK IN TIME:	Rs 800 per day Subject to a max of 10% of the contract value.

Dear Sir,

We are issuing tender form for the Furnishing Work at our Keylong branch as per address given above. You are requested to submit the same in closed envelope to us at the earliest on or before 06.04.2021 up to 02.00 PM.

Before submitting the tender, you are requested to read the instructions carefully as mentioned below:

1. Tenderers are advised to inspect and examine the site and its surrounding and satisfy themselves before submitting their tenders.
2. All the rates quoted by the contractor shall be for complete finished work including cost of all labour, materials, scaffolding, finished at site as required with tools, plants, lead, lifts, cartage etc. all work shall be executed as per specifications and instructions of Bank/Architect and shall include the supply and installation at site of all the equipment, ancillary materials as specified and all such items what so ever which may be required to fulfill the intent and purpose as laid down in the specifications.
3. All execution of works & materials should be as per tender specifications. **Materials for which specification is not given in tender in that case prior approval from the bank.**
4. **Vendors/ Sub contractors are strictly advised not to use sub standard materials. And if and sub standard material is used or found then a penalty of two times the difference in cost of standard material less sub standard material must be collected from the vendor/ sub contractor. i.e.; Penalty= 2x(Cost of Standard Material- Cost of Sub Standard Material) or bank have the right to hold the cost of that particular item and entire amount of the project will not be paid .**
5. **No advance or running payment will be paid to Vendors/ Sub Contractors. Payment will be released after satisfactory completion of work and measurement.**

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6. It is the prime responsibility of the vendor/ sub contractor to deposit appropriate taxes to The Government. The bank will not be liable due to tax evasion by the vendor/ sub contractor in this regard. The vendors/ Sub contractors must quote their rate including all taxes and duties except service tax as mentioned in Clause-6.
7. Rates shall include taxes, duties etc. including Freight, VAT, Sales Tax, Octroi, Excise Duty or any other tax on material or on finished works like work's contract tax, turnover tax, income tax, etc, as applicable till completion of work in respect of this contract shall be payable by contractor and the Bank will not entertain any claim whatsoever in this respect, **(GST WILL BE PAID EXTRA)**. Income tax shall also be deducted as per statutory instructions, from all payments due to the contractor(s).
8. The bank does not bind itself to accept the lowest or any tender other than lowest or to give any reason for its decision for acceptance or rejection of tender.
9. The bank further reserves to itself the right of accepting the tender whole or in part and tenderers shall be bound to perform the same at their quoted rates. Also the quantities of items can be increased or decreased as per requirement of the Bank. However, no claim on this ground shall be entertained by the bank.
10. All corrections and over-writings shall have to be initialed by the tenderers. Efforts to be made to avoid overwriting.
11. Incomplete and conditional tenders shall be summarily rejected.
12. Contractor shall be responsible for all furnishing defects up to a period of twelve months from the date of payment of final bill.
13. Bank shall not be responsible for any loss or damage to the contractor due to any reason or due to any act of God during the course of furnishing work. Contractor shall be liable to make good all the damages, if any till the work is completed and handed over to the Bank Authorities.
14. Payment shall be released after verification of the bill by the Architect and final checking of the work done by the Premises Section. 10% of the final bill will be kept as Retention Money from the date of final payment of bill for 12 months.
15. The contractor must comply with the labour law & other applicable local by-laws.
16. While submitting the final bill vendor should submit some photographs of the furnishing works.
17. **The vendor must possess GST registration number at the time of tender submission. Tenders without GST registration number will be rejected.**

Yours faithfully,



ASSISTANT GENERAL MANAGER



Premises & Estate Section
Circle Office
Plot No. - 1, Sec-34 'A'
Chandigarh - 160022

परिसर एवं सम्पदा अनुभाग,
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प्लॉट सं. -1, सेक्टर 34-'ए'
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BOQ FOR FURNISHING WORK AT CANARA BANK, KEYLONG

A					
FURNISHING WORK					
S. No.	Description	Qty	Unit	Rate (Rs.)	Amount
1	FALSE CEILING				
a	Providing and fixing GYPSUM BOARD FALSE CEILING in levels as per the detailed drawing - made up of G.I frames as specified by Gypsum India limited 1mm and 12mm thick Gypsum board with suitable suspenders fixed to the ceiling. Ceiling section, perimeter channel, suspenders etc. shall be standard sections supplied by Gypsum India LTD. Spacing of intermediate channels shall be at 1200 mm c/c, and ceiling section at 457 mm c/c the work includes taping and jointing, applying primer, two or more coats of plastic emulsion paint of approved shade ICI/ ASHIAN PAINTS make, making cut-out for light fixtures, etc. The Final coat shall be done with FOAM ROLLER, and no brush marks should be visible. Providing of perimeter channels/ beading etc. as per drawing complete in all respects.(All measurement in sqft only)	280	sqft		
b.	ARMSTRONG /GRID FALSE CEILING				
	Providing and fixing of false ceilings at all heights of 600 mm x 600 mm x 16 mm ARMSTRONG (DUNE)/DEXUNE (STAR ELITE) Mineral Fibre Ceiling Tiles of beveled tegular edge RH -99 laid on Armstrong /dexune 15mm exposed grid system. The framework comprise of main runner spaced at 1200mm centers securely fixed to the structural soffit by approved hangers at 1200mm maximum centers. Hangers (GI wire of 4.0mm dia) to be fixed by approved roof plug, level adjusters and screws etc. The last hanger at the end of each main runner should not be greater than 450mm from the adjacent wall. Flush fitting 1200mm long cross tees (with double stitching) to be interlocked between main runners at 600mm centers to form 1200 x 600mm modules. Cut cross tees longer than 600mm to be supported independently. 600mm x 600mm modules to be formed by fitting 600mm long flush fitting cross tees centrally between the 1200m cross tee. the rates shall be inclusive of making opening with frame etc. for electrical/ air conditioner & finishing of all respect , the work includes provision of trap doors if required. (Including Wicket Gate)	312	sqft		
2	PARTITIONS				
a	Low height Partition (Including Wicket Gate) Providing & fixing of LOW HEIGHT PARTITION (HT. 4'-6") made of 44mm x 44mm x 16 guage aluminium extruded sections @ 16"/c vertically & horizontally . The bottom member shall be aluminium extruded section of size 65mm x 44mm x 16mm guage. The aluminium extruded sections frames shall be fixed rigidly at floor level with rawl plugs /steel lugs / screws. the frames work to be clad with 8 mm thick ply and 1.0 mm thick laminate as per pattern on both side upto 3' 3" height. 12mm thick glass 1'-3" high (overall) having curved tops , with etching fixed with stainless steel glass holders / bracket at bottom and side with top surface and other side free. teak wood beading shall be provided at all exposed edges of partition , which shall be finished in spirit tpolish. all wood to be treated with wood preservatives of approved ISI quality . all the edges of 12mm glass shall be duly grinded & polished.	100	sqft		
b	Full height Partition providing & fixing full height partition (Ht - 9') made of 44mm x 44mm x 16mm guage aluminium extruded sections @ 16"/c vertically & horizontally . The bottom member shall be aluminium extruded section of size 65 mm x 44mm x 16mm guage . The aluminium extruded sections frames shall be fixed rigidly at floor level with rawl plugs /steel lugs / screws. the frames work to be clad with 8 mm thick ply and 1.0 mm thick laminate as per pattern on both side . teak wood beading shall be provided at all exposed edges of partition , which shall be finished in spirit polish . all wood to be treated with wood preservatives of approved ISI quality . complete in all respects to the complete satisfaction of architect/bank.	200	sft		
c	Cash Cabin Partition Providing & fixing of CASH CABIN PARTITION OF 7'-3" high (partly glazed (6mm glass)) made of 44mm x 44mm x 16mm guage aluminium extruded sections @16"/c vertically & horizontally . The bottom member shall be aluminium extruded section of size 65mm x 44mm x 16 mm guage . the aluminium extruded sections frame shall be fixed rigidly at floor level with rawl plugs/ steel lugs / screws . the frame work to be clad with 8mm thick ply and 1mm thick laminate as per pattern on both sides , the shades as approved , the work includes providing a 6" x 9" voucher cut out with tray , spirit polishing of shade on woodwork and steam beach beading etc. including cost of door closer mortise locks , door closer . complete in all respect to the complete satisfaction of architect / bank.	52	sqft		
d	Cash Cabin front partition with 12 mm thick toughened glass (2'-6" wide @ equal distance from both sides) including fixing . Complete in all respect.	12	sqft		
e	Providing and fixing 4.16x 1.5 feet 12 mm Glass on ONE counters adjacent to Cash cabin complete as per drawing including glass support. Glass has to fixed as vertical partition in the front end of the counter (towards customer side) to restrict direct access of customer	7	sqft		
(i)	providing & fixing Knight latch for cash cabin door (Make Godrej) complete in all respects	1	no.		
(ii)	providing & fixing Mortise locks (with handles.(Make Godrej) in doors as per approved complete in all respects.	2	no.		
(iii)	providing & fixing Hydraulic Door closer.(Make Godrej/Universal) as per approved complete in all respects. (Cash cabin and Pantry Room)	2	no.		
(iv)	providing & fixing double action Floor springs.for main entrance door.(make Godrej , Universal, Sandhu) as approved complete in all respects. (Branch)	1	no.		
3	ENTRANCE DOOR				
a	MAIN ENTRANCE DOOR WITH LOGO :- Providing and fixing of 3'-6"X7'-0" (all aluminium sections powder - coated)glass doors of 12mm thick toughened glass with etching of logo & aluminium sections for door shutter : 31/4" x 13/4" x 2mm thick & 18" SS handle, lock & tower bolts etc. complete in all respects including powder coating .(make: hindalco/jindal)	25	sqft		
b	FIXED GLAZING Providing and fixing external FIXED GLAZING comprising of 6 mm thick glass of MODI, SAINT GOBAIN, ASAHI Make with top, bottom and vertical frames comprising of powder coated (shade as approved) Aluminium members of approved shade approximate. 100mm width and 1.5mm avg. thick top, bottom & vertical member with clip sections as per specifications and drawings to complete satisfaction of the Architect. Vertical membertowards door side should have 100mm width so that Access lock should be provided easily.	45	sqft		



4	COUNTERS AND TABLES			
a	Providing and fixing MANAGER'S TABLE 5'6" x 3' x 2'-6" and 10mm beveled glass of approved make to be fitted on top obtain the total height of 2'-6" as per detailed drawing, made up of 19mm commercial board of CENTURY/ BHUTAN TUFF approved Make and finished with 1 mm thick laminate of make, and shade as approved, as per detailed drawing. Table(with one side drawer unit and another side drawer unit) shall be provided with drawers sliding on telescopic channels (Ebco/hetich make) and one cabinet with proper locking arrangements and keyboard with telescopic channels (Ebco/hetich make) . Tabletop shall be finished with 1.0mm thick laminate of approved shade & quality. The work includes providing and fixing of foot rests, shelf for CPU, furniture locks, wire managers, spirit polishing of steam beach/ white cedar beading etc. and The inner exposed surfaces to be painted over one coat of primer and enamel paint of approved shade. complete in all respects to the entire satisfaction of the Architect/Bank. Table size: 5'6" x 3'-0" x 2'-6" (Must be kept loose without fixing to the wall)	1	no.	
b)	SIDE CREDENZAS Providing and fixing SIDE CREDENZAS including Manager Cabin of size 3' x 1'3" x 2'6" made of 19mm commercial board CENTURY/BHUTAN TUFF finished with 1 mm thick laminate of approved Make and shade on top, back, sides and front having two drawers and cabinet below complete with all accessories like locks, handles, magnetic catcher etc.the inner exposed surface to be 0.8 mm thick laminate of approved shade . Teak wood beading on all exposed edges with spirit polish. (Must be made loose without fixing to wall/partition.) : For Manager Cabin (3' x 1'3" x 2'6") Cash Cabin (4' x 1'3" x 2'6")	2	no.	
c	CASH COUNTER Providing and fixing of CASH COUNTER with granite table top 2'-6"/3'-9" high made up of 19mm commercial board of CENTURY/ Bhutan Tuff Make and finished with 1 mm thick laminate of CENTURY/ AMULYA/ GREENLAM Make, shade as approved and as per detailed drawing. 2'-6" wide working table top, key board tray, drawer with telescopic channels (Ebco make)(TOP DRAWER SHOULD BE DIVIDED INTO SECTIONS SO AS TO PILE DIFFERENT CURRENCY NOTES SEPERATELY) and cupboard. All exposed surfaces (such as counter front, sides, drawers and cupboard etc) to be finished with 1mm thick laminate of approved make. Tabletop shall be finished with 1mm thick laminate. The inner exposed surfaces to finished with 0.8 mm thick laminates of white shade complete in all respects to the entire satisfaction of architect / bank. The work includes fixing of furniture locks, wire managers, spirit polish of steam beach wood beading/ lipping etc. complete in all respects to the entire satisfaction of Architect. Transaction top should be minimum 18"	4.5	rft	
d	WORK STATIONS TABLE Providing and fixing of COMPUTER work Stations as per layout plan and 10mm beveled glass of approved make to be fitted on top obtain the total height of 2'-6" high working top (As per drawing) made up of 19mm commercial board of CENTURY/ Bhutan Tuff Make, finished with 1 mm thick laminate of CENTURY/ AMULYA/ GREENLAM Make, shade as approved as per the detailed drawing. All exposed surfaces (such as counter front, sides, drawers and cupboard etc) must be finished with 1mm thick laminate of approved make. Tabletop shall be finished with 1mm thick laminate. The inner exposed surfaces to be finished with 0.8 mm thk. laminates of white shade complete in all respect to the entire satisfaction of architect/bank. Each unit of table shall be provided with keyboard tray with telescopic channels(EBCO). Tabletop shall be finished with 1.0mm laminate of approved shade & quality. The work includes fixing of wire managers, locks, footrests, spirit polishing the steam beach beading, lipping, exposed frame, etc. as per drawings, and The inner exposed surface to be finished with 0.8mm thick laminates of white shade , complete in all respects to the complete satisfaction of the architect / bank.			
i)	Table size: 4'-2" x 2'-6" x 2'-6" (Must be kept loose without fixing to the wall)	3	no.	
5	MISCELLANEOUS FURNITURE			
a	STORAGE CABINETS WITH LOCKS, HANDLE (Must be kept loose without fixing to wall/Partition; each 5 feet storage must be made as independent unit and all the side (back, side, front & top side) of the storage also to be finished with mica and 19mm commercial board Providing & fixing STORAGE CABINETS of(size as per drawing) 2'-9" ht and 1'-6" deep as per layout plan made up of 19mm commercial board of CENTURY/ Bhutan Tuff Make and finished with 1mm thick laminate of CENTURY/ AMULYA/ GREENLAM Make, shade as approved and per detailed drawing. With BOX SIZE OF 2.5 FEET WITH 2-3 shelves made up of 19mm thick commercial board, each drawer(with lock) & cabinet(with lock) 19mm thickness portion every place must be finished with proper lipping/ margin finish. inner exposed surface to be finished with 0.8 mm laminates of white shade complete in all respects to the entire satisfaction of the architect/ bank. The work includes supplying, fixing of hinges, magnetic catchers, handles, locks, teak lipping etc complete in all respects to the complete satisfaction of the Architect.	8	rft	
b	VOUCHER STAND (4'Lx1'5W"x3'9"h) Providing and fixing VOUCHER STAND (4'Length x3'9"height portion must be made of CENTURY / AMULYA/ GREEN/ ECOTEC complete of 19mm commercial ply without cut/ joint and all side finished with mica), including separately make lockable Clearing & separately make Suggestion Box, writing top at 3'9" height with space for vouchers and 4'x3' Notice Board-as per specifications laid down in the detailed drawing and as per Bank specifications. Below Writing top 8"(h)x7"(L) voucher boxes of equal size 6 to 7 nos & one open self (9"below the voucher box) at 28" height must be provided. Clearing & suggestion box must be prepared loose of size 20"Hx13"Lx9"wide(each) and should be fitted below the self in 28" space. Clearing & suggestion box top from where cheque/suggestion to be dropped cut out portion must be oval shaped instead of flat shape & front portion of the box should be provided with glass for transparent inside/out side vision of the box. The inner exposed surface to be finished with 0.8mm thick laminate of white shade complete in all respects to the entire satisfactions of the architect/banks.	1	no.	
c	Providing & fixing ELECTRICAL PANEL BOXING of 9'-0" ht and depth as per size of the electrical panel, layout plan made up of 19mm commercial board of CENTURY/ BHUTAN TUFF Make and finished with 1mm thick laminate of CENTURY/ AMULYA/ GREENLAM Make, shade as approved , inside to be finished with 0.8 mm laminates of white shade complete in all respects to the entire satisfaction of the architect/ bank . A fix glass window should also be given to show the indicator LEDS of the panel inside. The work also includes supplying, fixing of hinges, magnetic catchers, handles, Steam Beach lipping, Ventilator Grill etc complete in all respects to the complete satisfaction of the Architect.	1	no.	
d	VERTICAL BLINDS: Providing and fixing perforated vertical blinds (mettalic of lux/flex (Trac/ vista/ Mac make of approved colours (50 mm/ 89 mm width) complete in all respects for side windows. (basic rate of fabric shall not be less than Rs 90/- per meter) of 100 mm thick vertical blinds with necessary accessories like channel, string, control unit, fabric etc complete in all respect	40	sft.	
				TOTAL
	Note:- Removal of existing partition, tables, false ceiling, other items deemed to be scope of work of the tender.			

