

## CENTRAL BANK OF INDIA

### E-TENDER FORM

**PROPOSED INTERIOR FURNISHING, ELECTRIFICATION & AIR-CONDITIONING  
WORKS TO BE EXECUTED FOR JARIPATKA BRANCH, CENTRAL BANK OF INDIA,  
NEW PREMISES, DISTT. NAGPUR (M.S.)**

#### **Regional Head**

Nagpur Region, Central Bank of India, Oriental Building,  
Second Floor, LIC Square, Station Road, Nagpur - 440001

**LAST DATE FOR SUBMISSION OF ONLINE TENDER : 22.07.2025 UP TO 17.30 Hrs.  
( 'TECHNICAL BID' & 'PRICE BID' )  
TO BE SUBMITTED ONLINE ONLY  
ON WEBSITE <https://centralbank.abcprocure.com>**

**ONLINE OPENING OF TENDER : 23.07.2025 AT 15.30 Hrs.**

**At Regional Office, Central Bank Of India, Nagpur Region, Oriental Building, Second Floor,  
LIC Square, Station Road, Nagpur-440001.**

(On that day & time Technical Bid will be opened online and the financial bid of all qualified technical bid will be opened online after scrutiny. Result of Technical Bid and Opening date of financial bid will be informed accordingly to all qualified bidders.)



## **CENTRAL BANK OF INDIA**

**Regional Office, Central Bank Of India, Nagpur Region, Oriental Building,  
Second Floor, LIC Square, Station Road, Nagpur-440001**

### **TENDER NOTICE**

Online item rate tenders are invited in the form of TWO BID e-Tendering from eligible contractors Empanelled with **Banking Sector in Nationalized Banks/ Scheduled Banks or Government /Public Sector Financial Institutions for Proposed Interior Furnishing, Electrification & Air-conditioning works for Jaripatka Branch, Central Bank Of India, New Premises, Distt. Nagpur (M.S.).**

The Prescribed blank Tender document shall be available at **Central Bank Of India** website [www.centralbankofindia.co.in](http://www.centralbankofindia.co.in) & on e-tender website <https://centralbank.abcpurchase.com> and can be downloaded from website and while submission of filled up Tender form **Rs. 2,000/- (Rupees Two Thousand Only) including GST** as the cost of Tender form must be deposited in the account of **“Central Bank Of India” Nagpur** which is **non-refundable**.

**Contractors registered with ‘MSME UDYAM &/OR NSIC’ need not submit EMD and cost of tender. Instead of that, they should submit a registration certificate of “MSME UDYAM &/OR NSIC” in the appropriate category for exemption . latest MSME procurement policy for exemption will be applicable strictly as per govt policy.**

**The Technical Bid as well as Price Bid are to be submitted online in e-Tendering portal <https://centralbank.abcpurchase.com> only. To upload ‘TECHNICAL BID’ & ‘PRICE BID’ the vendor/ Tenderer should have DIGITAL SIGNATORY TOKEN. Scanned copies of the relevant documents as per Tender requirements are to be uploaded with the Technical Bid. & for any queries regarding tender terms and conditions contact person name Shri. Rahul Thakre Manager - Mob-7276728737**

The **blank Tender forms** will be available from dated **02.07.2025 to 22.07.2025** up to **17.30 Hrs** on website [www.centralbankofindia.co.in](http://www.centralbankofindia.co.in) & on e-tender website <https://centralbank.abcpurchase.com> and they are to be submitted **ONLINE** on website on or before **22/07/2025 upto 17.30 Hrs.**

**Rs. 16,500/- (Rupees Sixteen Thousand Five Hundred only) towards Earnest money and Rs 2000/ (two thousand only) towards cost of tender will be deposited through NEFT/RTGS in a account of “Central Bank Of India” at Nagpur . Account No. 1195500875, Central Bank of India, Nagpur, IFSC Code no. CBIN0280695. UTR number will be mentioned on appropriate column in E Tender Documents. The EMD of the unsuccessful tenderer will be refunded without any interest soon after the issue of work order to the successful tenderer or after the expiry of the validity period of the tender.**


**The Technical Bid of tender will be open on ONLINE Mode on 23/07/2025 at 15.30 Hrs. Tenders without Earnest money deposit & Tender form cost/ without valid ‘MSME UDYAM/NSIC’ certificate in the appropriate category for exemption will not be considered and shall be out rightly rejected.**

**Central Bank Of India** reserves the right to accept or reject any or all tenders either in whole or in part, without assigning any reasons.

**Time of Completion 45 Days from the date of issue of work order/completion of all the civil works through landlord/handing over of site whichever is later. The company reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever.**

Signature & Seal of Contractor



  
Regional Head  
Nagpur Region, Central Bank of India,  
Oriental Building, Second Floor,  
LIC Square, Station Road,  
Nagpur – 440001.



### Instructions to Bidders – e tendering

1. The Bidders participating through e-Tendering for the first time, for Central Bank of India will have to complete the Online Registration Process on the portal. All the bidders interested in participating in the online e-Tendering process are required to procure Class II or Class III Digital e-Token having -2- certificates inside it, one for Signing/Verification purpose and another for Encryption/Decryption purpose. The tender should be prepared & submitted online using the bidder's authorized individual's (Individual certificate is allowed for proprietorship firms) Digital e- Token. If any assistance is required regarding e-Tendering (registration / upload / download/ Bid Preparation / Bid Submission), please contact on the support numbers given in the support details.

### **2. Registration Process for Bidders**

- a) Open the URL: <https://centralbank.abcpocure.com/EPROC/>
- b) On Right hand side, Click and save the Manual "**Bidder Manual for Bidders to participate on e-tender**"
- c) Register yourself with all the required details properly.
- d) TRAINING: Agency appointed by the Bank will provide user manual and demo / training for the prospective bidders
- e) LOG IN NAME & PASSWORD: Each Vendor / Bidder will be assigned a Unique User Name & Password by the agency appointed by the Bank. The Bidders are requested to change the Password and edit the information in the Registration Page after the receipt of initial Password from the agency appointed by the Bank.

GENERAL TERMS & CONDITIONS: Bidders are required to read the "Terms and Conditions" section of the portal (of the agency concerned, using the Login IDs and passwords given to them).

Bid Submission Mode.	<a href="https://centralbank.abcpocure.com/EPROC">https://centralbank.abcpocure.com/EPROC</a> Through e-tendering portal (Class II or Class III Digital Certificate with both Signing & Encryption is required for tender participation)
Support person and phone number for e- tender service provider for any help in accessing the website and uploading the tender documents or any other related queries	e-Procurement Technologies Limited Technical Support Team Mr. Sujith Nair: 079 68136857 <a href="mailto:sujith@eptl.in">sujith@eptl.in</a> Ms. Geeta : 079 90334460 <a href="mailto:geeta@auctiontiger.net">geeta@auctiontiger.net</a> Ms. Khushboo : 09510813528 <a href="mailto:khushboo.mehta@eptl.in">khushboo.mehta@eptl.in</a> Ms. Pooja : 09328931942 <a href="mailto:pooja.shah@eptl.in">pooja.shah@eptl.in</a> Ms. Komal : 07904407997 <a href="mailto:komal.d@eptl.in">komal.d@eptl.in</a> Mr Nandan Valera : 9081000427 <a href="mailto:nandan.v@eptl.in">nandan.v@eptl.in</a> Ms Vrusha Soni : 9904407997 <a href="mailto:vrusha@eptl.in">vrusha@eptl.in</a> Mobile Numbers: 91-9904407997, 9081000427



Note: please note Support team will be contacting through email and whenever required through phone call as well. Depending on nature of assistance support team will contact on the priority basis. It will be very convenient for bidder to schedule their online demo in advance with support team to avoid last minute rush.

f) All bids made from the Login ID given to the bidder will be deemed to have been made by the bidder.

g) BIDS PLACED BY BIDDER: The bid of the bidder will be taken to be an offer to sell. Bids once made by the bidder cannot be cancelled. The bidder is bound to sell the material as mentioned above at the price that they bid.

#### **Preparation & Submission of Bids-**

The Bids (Eligibility Cum Technical as well as Commercial) shall have to be prepared and subsequently submitted online only. Bids not submitted "ON LINE" shall be summarily rejected. No other form of submission shall be permitted.

#### **Dos and Don'ts for Bidder**

- ☐ Registration process for new Bidder's should be completed at the earliest
- ☐ The e-Procurement portal is open for upload of documents with immediate effect Hence Bidders are advised to start the process of upload of bid documents well in advance.
- ☐ Bidder has to prepare for submission of their bid documents online well in advance as the upload process of soft copy of the bid documents requires encryption (large files take longer time to encrypt) and upload of these files to e-procurement portal depends upon bidder's infrastructure and connectivity.
- ☐ To avoid last minute rush for upload bidder is required to start the upload for all the documents required for online submission of bid one week in advance.
- ☐ Bidder to initiate few documents uploads during the start of the RFP submission and help required for uploading the documents / understanding the system should be taken up with e-procurement bidder well in advance.
- ☐ Bidder should not raise request for extension of time on the last day of submission due to non- submission of their Bids on time as Bank will not be in a position to provide any support at the last minute as the portal is managed by e-procurement service provider.
- ☐ Bidder should not raise request for offline submission or late submission since only online e- Procurement submission is accepted.
- ☐ Part submission of bids by the Bidder's will not be processed and will be rejected.





### **Terms & Conditions of Online Submission**

1. Bank has decided to determine L1 through bids submitted on Bank's E-Tendering website <https://centralbank.abcprocure.com/EPROC>. Bidders shall bear the cost of registration on the Bank's e-tendering portal. Rules for web portal access are as follows:
2. Bidder should be in possession of CLASS II or CLASS III-Digital Certificate in the name of company/bidder with capability of signing and encryption for participating in the e-tender. Bidders are advised to verify their digital certificates with the service provider at least two days before due date of submission and confirm back to Bank.
3. Bidders at their own responsibility are advised to conduct a mock drill by coordinating with the e-tender service provider before the submission of the technical bids.
4. E-Tendering will be conducted on a specific web portal as detailed in (schedule of bidding process) of this RFP meant for this purpose with the help of the Service Provider identified by the Bank as detailed in (schedule of bidding process) of this RFP.
5. Bidders will be participating in E-Tendering event from their own office / place of their choice. Internet connectivity /browser settings and other paraphernalia requirements shall have to be ensured by Bidder themselves.
6. In the event of failure of their internet connectivity (due to any reason whatsoever it may be) the service provider or Bank is not responsible.
7. In order to ward-off such contingent situation, Bidders are advised to make all the necessary arrangements / alternatives such as back -up power supply, connectivity whatever required so that they are able to circumvent such situation and still be able to participate in the E- Tendering Auction successfully.
8. However, the vendors are requested to not to wait till the last moment to quote their bids to avoid any such complex situations.
9. Failure of power at the premises of bidders during the E-Tendering cannot be the cause for not participating in the E-Tendering.
10. On account of this, the time for the E-Tendering cannot be extended and BANK is not responsible for such eventualities.
11. Bank and / or Service Provider will not have any liability to Bidders for any interruption or delay in access to site of E-Tendering irrespective of the cause.



12. Bank's e-tendering website will not allow any bids to be submitted after the deadline for submission of bids. In the event of the specified date and time for the submission of bids, being declared a holiday for the Bank, e-tendering website will receive the bids up to the appointed time on the next working day. Extension / advancement of submission date and time will be at the sole discretion of the Bank.

13. During the submission of bid, if any bidder faces technical issues and is unable to submit the bid, in such case the Bank reserves its right at its sole discretion but is not obliged to grant extension for bid submission by verifying the merits of the case and after checking necessary details from Service provider.

14. Utmost care has been taken to reduce discrepancy between the information contained in e- tendering portal and this tender document. However, in event of any such discrepancy, the terms and conditions contained in this tender document shall take precedence.

15. Bidders are suggested to attach all eligibility criteria documents with the Annexures in the technical bid.

### **3. Guidelines to Contractors on the operations of Electronic Tendering System of Central Bank of India**

#### **3.1 Pre-requisites to participate in the Tenders**

Registration of Bidders on Electronic Tendering System on Portal of CBI: The Bidders Non Registered in Central Bank of India and interested in participating in the e-Tendering process of CBI shall be required to enroll on the Electronic Tendering System. To enroll Bidder has to generate User ID and password on the <https://centralbank.abcpocure.com /EPROC>

#### **Registration of New bidders:**

**<https://centralbank.abcpocure.com/EPROC/bidderregistration>**

The Bidders may obtain the necessary information on the process of Enrollment either from Helpdesk Support Team: 079-68136815, 9879996111 or may download User Manual from Electronic Tendering System for CBI. i.e. <https://centralbank.abcpocure.com/EPROC>

#### **3.2 Preparation of Bid & Guidelines of Digital Certificate**

The Bid Data that is prepared online is required to be encrypted and the hash value of the Bid Data is required to be signed electronically using a Digital Certificate (Class – II or Class – III). This is required to maintain the security of the Bid Data and also to establish the identity of the Bidder transacting on the System. This Digital Certificate should be having Two Pair (1. Sign Verification 2. Encryption/ Decryption)

The Digital Certificates are issued by an approved Certifying Authority authorized by the Controller of Certifying Authorities of Government of India through their Authorized Representatives upon receipt of documents required to obtain a Digital Certificate.



Bid data / information for a particular Tender may be submitted only using the Digital Certificate. Certificate which is used to encrypt the data / information and Signing Digital Certificate to sign the hash value during the Online Submission of Tender stage. In case, during the process of preparing and submitting a Bid for a particular Tender, the Bidder loses his / her Digital Signature Certificate (i.e. due to virus attack, hardware problem, operating system problem); he / she may not be able to submit the Bid online. Hence, the Users are advised to store his / her Digital Certificate securely and if possible, keep a backup at safe place under adequate security to be used in case of need.

In case of online tendering, if the Digital Certificate issued to an Authorized User of a Partnership Firm is used for signing and submitting a bid, it will be considered equivalent to a no objection certificate / power of attorney to that User to submit the bid on behalf of the Partnership Firm. The Partnership Firm has to authorize a specific individual via an authorization certificate signed by a partner of the firm (and in case the applicant is a partner, another partner in the same form is required to authorize) to use the digital certificate as per Indian Information Technology Act, 2000 and subsequent amendment.

Unless the Digital Certificate is revoked, it will be assumed to represent adequate authority of the Authority User to bid on behalf of the Firm for the Tenders processed on the Electronic Tender Management System of Central Bank of India as per Indian Information Technology Act, 2000 and subsequent amendment. The Digital Signature of this Authorized User will be binding on the Firm. It shall be the responsibility of Partners of the Firm to inform the Certifying Authority or Sub.

Certifying Authority, if the Authorized User changes, and apply for a fresh Digital Signature Certificate. The procedure for application of a Digital Signature Certificate will remain the same for the new Authorized User.

The same procedure holds true for the Authorized Users in a Private / Public Limited Company. In this case, the Authorization Certificate will have to be signed by the Director of the Company or the Reporting Authority of the Applicant.

The bidder should Ensure while procuring new digital certificate that they procure a pair of certificates (two certificates) one for the purpose of Digital Signature, Non-Repudiation and another for Key Encryption.

### **3.3 Recommended Hardware and Internet Connectivity**

To operate on the Electronic Tendering System, the Bidder are recommended to use Computer System with at least 1 GB of RAM and broadband connectivity with minimum 512 kbps bandwidth. However, Computer Systems with latest i3 / i5 Intel Processors and 3G connection is recommended for better performance.

Operating System Requirement: Windows 7 and above Browser Requirement (Compulsory): Internet Explorer Version 9 (32 bit) and above and System Access with Administrator Rights.





### **Toolbar / Add on / Pop up blocker**

Users should ensure that there is no software installed on the computers which are to be used for using the website that might interfere with the normal operation of their Internet browser. Users have to ensure that they do not use any pop-up blockers, such as those provided by Internet Explorer and complementary software, like for example the Google tool bar. This might, in certain cases depending on user's settings, prevent the access of the EAS application.

### **3.4 Online viewing of Detailed Notice Inviting Tenders**

The Bidders can view the Detailed Tender Notice along with the Time Schedule (Key Dates) for all the Live Tenders released by CBI on the home page of CBI e-Tendering Portal on <https://centralbank.abcpocure.com/EPROC>.

### **3.5 Download of Tender Documents:**

The Pre-qualification / Main Bidding Documents are available for free downloading. However, to participate in the online tender, the bidder must purchase the bidding documents by filling the cost of tender form fee.

### **3.6 Online Submission of Tender**

Submission of Bids will be preceded by Online Submission of Tender with digitally signed Bid Hashes (Seals) within the Tender Time Schedule (Key dates) published in the Detailed Notice Inviting Tender. The Bid Data is to be prepared in the templates provided by the Tendering Authority of CBI. The templates may be either form based, extensible tables and / or unloadable documents. In the form based type of templates and extensible table type of templates, the Bidders are required to enter the data and encrypt the data/documents using the Digital Certificate / Encryption Tool.

In case Unloadable document type of templates, the Bidders are required to select the relevant document / compressed file (containing multiple documents) already uploaded in the briefcase.

#### **Notes:**

- (a) The Bidders upload a single documents unloadable option.
- (b) The Bid hash values are digitally signed using valid class II or Class - III Digital Certificate issued any Certifying Authority. The Bidders are required to obtain Digital Certificate in advance.
- (c) The bidder may modify bids before the deadline for Online Submission of Tender as per Time Schedule mentioned in the Tender documents.
- (d) This stage will be applicable during both Pre-bid/ Pre-qualification and Financial Bidding Processes.

The documents submitted by bidders must be encrypted using document encryption tool which available for download under Download section on <https://centralbank.abcpocure.com/EPROC>



### **Steps to encrypt and upload a document:**

- ☐ Select Action: Encryption-> Tender ID: (enter desired tender ID) -> Envelope: (Technical/Price Bid)-> Add File: (Select desired document to be encrypted)- > Save File(s) to: (select desired location for encrypted file to save).
- ☐ After successful encryption, format of encrypted file will change to .enc which is required to be uploaded by bidders.
- ☐ After encryption bidders are required to upload document as per the mandatory list mentioned in the envelope i.e. Technical/ Commercial.

**Note:** Bank and e-Procurement Technologies Limited shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the e-tender platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the event. Bidders are advised to ensure system availability and prepare their bid well before time to avoid last minute rush Bidder can fix a call with support team members in case guidance is required by calling on below mentioned numbers.

Bidders need to take extra care while mentioning tender ID, entering incorrect ID will not allow Bank to decrypt document.

### **3.7 Close for Bidding:**

After the expiry of the cut-off time of Online Submission of Tender stage to be completed by the Bidders has lapsed, the Tender will be closed by the Tender Authority.

### **3.8 Online Final Confirmation:**

After submitting all the documents bidders need to click on "Final Submission" tab. System will give pop up "You have successfully completed your submission" that assures submission completion.

### **3.9 Short listing of Bidders for Financial Bidding Process:**

The Tendering Authority will first open the Technical Bid documents of all Bidders and after scrutinizing these documents will shortlist the Bidders who are eligible for Financial Bidding Process. The short listed Bidders will be intimated by email.

### **3.10 Opening of the Financial Bids:**

The Bidders may join online for tender Opening at the time of opening of Financial Bids Tendering Portal after the completion of opening process. However, the results of the Financial Bids of all Bidders shall be available on the e-tendering Portal after the completion of opening process.

### **3.11 Tender Schedule (Key Dates):**

The Bidders are strictly advised to follow the Dates and Times as indicated in the Time Schedule in the detailed tender Notice for the Tender: All the online activities are time tracked and the electronic Tendering System enforces time-locks that ensure that no activity



transaction can take place outside the Start and End Dates and time of the stage as defined in the Tender Schedule.

At the sole discretion of the tender Authority, the time schedule of the Tender stages may be extended.

## **SUMMARY OF E- TENDERING**

1. Name of the organization Offering Contract : Regional Head, Nagpur region,  
Central Bank Of India,  
Oriental Building, Second Floor,  
LIC Square, Station Road,  
Nagpur – (440001)
2. Consultants : ASHISH S. NASHINE  
ARCHITECT, INTERIOR DESIGNER &  
APPROVED VALUER,  
49, CENTRAL BAZAR ROAD, BAJAJ  
NAGAR, NAGPUR-440010 (M.S.)
3. Site Address : Jaripatka Branch, Central Bank Of India,  
New Premises, Distt. Nagpur (M.S.)
4. Scope of Work : Proposed Interior Furnishing, Electrification  
& Air-conditioning works for Jaripatka  
Branch, Central Bank Of India,  
New Premises, Distt. Nagpur (M.S.)
5. Estimated Cost of work : Rs 16,68,345/- (Sixteen Lakhs Sixty Eight  
Thousand Three Hundred Forty Five Only ) + GST extra.
6. Name of the Contractor/Tenderer : \_\_\_\_\_
7. Address of the Contractor /Tenderer : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Period of Completion : 45 Days from the date of work order/ handing  
over of site after completion of all civil works whichever  
is later.
9. Cost of Blank Tender Form : Rs. 2,000/- (Rupees Two Thousand Only) including GST,  
will be paid through net banking Account No. 1195500875,  
Central Bank Of India, Nagpur, IFSC Code no.  
CBIN0280695  
(non-refundable).
10. Earnest Money Deposit : Rs. 16,500/- (Rupees Sixteen  
Thousand Five Hundred only)  
EMD will be paid through net banking Account No.  
1195500875,  
Central Bank Of India, Nagpur  
IFSC Code no. CBIN0280695.



11. MSME Exemption : Contractors registered with 'MSME UDYAM &/OR NSIC' need not submit EMD and Bid participation fee. Instead of that, they should submit a registration certificate of "MSME UDYAM &/OR NSIC" in the appropriate category for exemption. latest MSME procurement policy for exemption will be applicable strictly as per govt policy.
12. Retention Money : As per Tender conditions
13. Defects Liability Period Completion. : Twelve Months from the date of Virtual
14. Liquidated damages : 1% of the Contract amount shown in the tender per week subject to max. 10% of the contract value or actual final bill value. **shall be charged for any delay in the completion of the work beyond the stipulated time and this clause shall be strictly followed.**
15. Value of Interim Bill : Rs. 10.00 Lakhs.  
(Minimum amount of work done)
16. Date of Commencement : 7 days from the date of acceptance letter or handing over of site after completion of all civil works of the site whichever is Later.
17. Period of Final Measurement : One Months from the date of Virtual Completion.
18. Initial Security Deposit : 2% of the Accepted Value of the Tender.
19. Total Security Deposit : As per Tender condition
20. Refund of initial Security Deposit : 50% of the Security Deposit shall be refunded to the Contractor Comprising of EMD, ISD on completion of the work and balance retention amount shall be refunded only after the Defect Liability Period is over.
21. Period for Honoring Certificate : 1. 15 Days for R.A. Bills  
2. The final bill will be submitted by the Contractor within Fifteen days of the date fixed for completion work and the Bill shall be Certified within one month from the date of receipt of final bill & the period of honoring the same shall be one month, provided the bills are submitted with all prerequisite documents/test reports etc. prescribed in the tender.



**Signature & Seal of Contractor**

**Date:**

**GENERAL INFORMATION TO TENDERERS:**

1. **The Regional Head, Nagpur region, Central Bank Of India, Oriental Building, Second Floor, LIC Square, Station Road, Nagpur – (440001)** reserves the right to accept or reject any or all the tenders whether in whole or in part without assigning any reason for doing so. The owner reserves his rights to negotiate with the lowest tender/s.
2. Each of the tender documents is required to be signed by the person or persons submitting the tender in token of his/ their having acquired himself/ themselves with the general conditions, articles of agreement, mode of measurements, schedule of probable quantities, site conditions and the time schedule etc. as laid down. Any tender with any of the documents not signed will be liable to be rejected.
3. Tenderer shall fill in rates **online only** for all items of work described in the **price bid**. Items against which no rate is entered by the tenderer will not be paid for by the Employer/ Competent Authority when executed and shall be deemed covered by the other rates in the Annexure. If any of the documents is missing or unsigned the tender shall be considered invalid.
4. All erasures and alterations made while filling the tender must be attested with initials of the tenderer. Overwriting of figures is not permitted. Failure to comply with either of these conditions will render the tender invalid.
5. All the pages of the tender documents should be signed by the tenderer.
6. **The security deposit shall be kept with the Competent Authority/ Central Bank Of India for a period of 12 months after the Architect issues the completion certificate which amount is not to bear interest.**
7. The rates quoted by the contractor should include all charges for scaffolding materials labour, hire for any tools, marking out and clearing of the site as mentioned in the specifications. The rate quoted by the tenderer in the Annexure of probable quantities will be deemed to be for the finished work to be measured at site. The rates shall be inclusive of all sales tax, works contract tax, Provident Fund, Insurance etc. levied by any Government or any public body. **Applicable GST shall be paid extra.** The contractor shall abide by the rules of Minimum Wage Act and Child Labour Act and keep the owner indemnified regarding the same. The contractor should take necessary insurance for the work as required under the workman compensation act, labour laws etc. as prevailing.





8. The rate shall be binding to the Contractor, for all the tender items till the completion of the work respective of variation in market rates of material and labour.
9. The calculations made by the tenderer should be based upon probable quantities of the several items of work, which are furnished for the tenderers convenience in the Annexure. It must be clearly understood that the contract is not a lump-sum contract that neither the probable quantities nor value of the individual and the aggregate value of the entire tender will form a part of the contract and that Architect doesn't in any way assure the tenderer or guarantee that the said probable quantities are correct or that the work would correspond there to.
10. The items against which no quantity is shown in Annexure for which tenderer is to quote his rates and the Employer/ Competent Authority at his description shall ask the contractor to execute those items if required and which shall be binding on the part of the contractor to execute those items at the rates quoted therein in the tender.
11. The successful tenderer should make their own arrangements to obtain all materials required for the work.
12. The various materials stored on site shall be protected from the fire, floods or rains etc. and the contractor shall be responsible for any damage caused to the owner for the same.
13. The contractor shall allow enough facilities to the sub-contractors employed by the owner and should co-operate with them and that small holes etc. made by these sub-contractors to the structure shall be properly corrected by the general contractor without any prejudice and extra cost whatsoever.
14. The bills shall be prepared by the contractor in the manner required by the Architect and should be submitted to him. All payments by the Employer/ Competent Authority under this contract shall be made at Nagpur (M.S).
15. The specifications that are not mentioned or listed in the tender shall **confirm to I.S.I. Specifications** while having prior written consent of the Architect.
16. In case of dispute regarding quality of material, workmanship etc. Shall be accepted as final decision **given by the competent Authority of the Central Bank Of India, Nagpur.**
17. The contract shall be subject to Nagpur jurisdiction only.
18. The Architect reserves the right to deduct such amounts as he may feel proper on account of bad workmanship as penalty and that his decision in such matters shall be binding to both the parties and shall not be subject to arbitration. In case the contractor's progress of work is not satisfactory or his workmanship is not to the standard quality, the architect and/or owner / Competent Authority reserves the right to issue necessary notice to the contractor, for carrying out timely progress. If however the contractor has not improved the progress, the architect and/ or owner / Competent Authority can release the contractor from his work and terminate the contract after issuing seven days notice.



19. The Competent Authority reserves the right to omit any item or items or part thereof for which contractor shall not claim any compensation whatsoever.

**20. Contractor must inform in writing to the Architect before executing any work that is not covered in Tender or any quantities of the tendered item that are increasing while executing the work. Prior permission from the Employer/ Competent Authority shall be obtained before executing any such item.**

21. The Architect for this work is **Ashish Shyamkishor Nashine, 49, Central Bazar Road, Bajaj Nagar, Nagpur-440010** and the architect reserves the right to deduct such amounts as he may feel proper on account of bad workmanship as penalty with the consent of Competent Authority/ Employer and that his decision in such matters shall be binding to both the parties and shall not be subject to arbitration.

I/ We hereby declare that I/We have read and understood the above instructions for the guidance of the Tenderer.

Date:

Seal:

**Signature of the Contractor/  
Tenderer with Seal**



### **SPECIAL CONDITIONS OF THE CONTRACT:-**

1. The tender is to be properly filled and endorsed and to be quoted in full.
2. The contractor should quote all the items given in the Price Bid.
3. THE CONTRACTORS SHALL QUOTE THE EXACT WORKING RATES OF ITEMS & **NO REBATE / DISCOUNT IN PERCENTAGES** SHALL BE CONSIDERED AS IT IS AN ITEM RATE TENDER WITH THE PRICE BID, THE RATES QUOTED WILL ONLY BE TAKEN INTO ACCOUNT. HOWEVER DURING THE PERIOD OF NEGOTIATION IF ANY AS THE AUTHORITIES MAY DEEM FIT TO SHALL BE CONSIDERED DURING THE PROCESS OF NEGOTIATIONS WHILE ACCEPTANCE OF THE TENDER.
4. The rates to be quoted are on item rate basis and are to be inclusive of everything including all the taxes involved viz sales tax, on raw material, works contract tax, excise duty, material cost, labour, transportation etc. complete. **Applicable GST shall be paid extra.**
5. HOWEVER, RATES QUOTED FOR COMPLETED FINISHED ITEMS SHALL BE EXCLUSIVE OF GST (GOOD & SERVICE TAX) WHICH SHALL BE PAID SEPARATELY ON THE ACTUAL BILL AMOUNT BY COMPETENT AUTHORITY.
6. **Earnest Money and Initial Security Deposit** An amount of **Rs. 16,500/- (Rupees Sixteen Thousand Five Hundred only)** shall be paid online. On acceptance of Tender and offer letter of work, the successful tenderer shall deposit a further amount to make it 2% of approved Tendered amount with the Competent Authority as initial security deposit. EMD can also be paid through net banking **Account No. 1195500875, Central Bank Of India, IFSC Code no. CBIN0280695**. The EMD of the unsuccessful tenderer will be refunded without any interest soon after the issue of work order to the successful tenderer or after the expiry of the validity period of the tender.

### **7. VALUE OF INTERIM PAYMENT**

**The minimum value of work done entitling the contractor to receive an interim payment shall be Rs.10,00,000/- (Rupees Ten Lakhs only) for the work done & completed works.** However, the competent authority can at his discretion certify for interim payment for a lesser value also. The period of honoring interim payment shall be 15 days from the dates of receipt of the certificate from the architect.

**For Air-conditioning works interim payment High side works shall be taken as 65% of the supply item & Low side works shall be calculated as 75% of the completed works @ site for interim payment condition.**



8. **Interim payment shall be paid to the contractor** till the completion of contract. The minimum amount of each interim bill shall be **Rs.10,00,000/- (Rupees Ten Lakhs only)** From the interim bill an amount of 10% of tendered amount will be deducted towards retention amount inclusive of initial Security deposit & Earnest money deposit. i.e. The retention percentage (i.e. deduction from interim bill) shall be 8% of gross value of each interim bill. The final bills shall be scrutinized within 30 days from the Date of completion, and the period of honoring the same shall be One month. Half of the retention amount i.e. 5% of the work shall be paid with the final Bill. The final 5% retention amount of the work will be kept as Security deposit and will be released only after **12 months** from the date of virtual completion of work as certified by the Competent Authority's Architect. The retention amount shall carry no interest whatsoever.
9. Total Security deposit shall comprise of
- a) Earnest Money Deposit,
  - b) Initial Security Deposit
  - c) Retention Money
10. **Tender's acceptance:** The Competent Authority reserves the right to accept / reject any or all tenders without assigning any reasons for rejection/acceptance whatsoever. The tenderer whose tender is accepted will have to enter in to an agreement immediately on being informed to do so. In case of failure on the part of tenderer to sign the agreement within the stipulated time, the earnest money paid by him shall stand forfeited to Competent Authority and the offer of the tenderer shall be considered as withdrawn by him.
11. The work is to be carried out in New premises of Central Bank Of India & the time period provided for completion of work is inclusive of load shedding hours. The contractor should make his own alternative arrangements at his own cost to compensate with load shedding hours & no additional remuneration shall be paid for such arrangements nor any additional time will be granted on this accounts.
12. The tenderer shall be presumed to have carefully examined the Site, Site Conditions and specifications of the work and have fully acquainted themselves with all details of the site and with all the necessary information and data pertaining to the work prior to tendering for the work.
13. The tenderer may in the forwarding letter mention any points he may wish to make clear but right is reserved to reject the same or the whole of the tenders if the same becomes conditional tender thereby.
14. All pages of document, conditions, specifications, drawings and plans etc. shall be initialed by the tenderer. The tender should bear full signature of the tenderer.
15. **The drawings, details and the Specifications are only indicative and the schedule of quantities are only tentative. Any changes/additions/deletions/alterations in them shall be accommodated while executing the work without any prejudice. Any extra items or variations upon the schedule items shall be scrutinized by the Architect of the Central Bank Of India and his decision shall be final and binding in all respects.**
16. Specifications of various materials and quality of work shall be the essence of the contract along with the time period and these shall be strictly adhered to.





17. Liquidated damages @ 1% of the tendered amount shown in the tender per week to a maximum limit of 10% of the contract sum / accepted tendered amount, which shall be charged for any delay in the completion of the work beyond the stipulated time and this clause shall be strictly followed.
18. The contractor shall produce **the labour insurance policy**. If contractor fails to produce the labour insurance policy, the competent authority / Competent Authority shall **draw the policy**, the amount **Two Times** amount of expenditure incurred for drawing the policy shall be recovered as penalty from the 1st R.A bill of the contractor as penalty to the contractor.
19. Extra items, if any shall be paid on the basis of cost of materials (inclusive of all the Taxes as already mentioned) and labour plus 15% towards overheads and profits and items rates already accepted shall form the basis of this Contract.
20. The Competent Authorities at their discretion may delete any part of item or item in full as they may feel necessary during the course of execution and no compensation will be paid /claimed in this regard. The contractor shall not claim any compensation towards such items.
21. The work shall be executed by the Contractor at his own risk and responsibility and the Competent Authority shall not be held liable for any accidents/unforeseen events directly/indirectly and the Contractor understands clearly that no claim for any accidents or loss of life whatsoever shall be entertained by the Competent Authority.
22. Electric meter shall be arranged by Competent Authority in its name but payment of electricity charges at site for execution of work shall be payable by Contractor, Alternatively the payments against the electric bills shall be deducted from the bills of contractor.
23. OEM Company and Company Vendor/Tenderer will have to upload Notarized Memorandum of Understanding (Air-conditioning works) on Rs. 500/- General Stamp paper in original on or after the date of issue of tender as per the Format (enclosed) in e-Tendering Technical Bid without which Tender will not be considered and shall be outrightly rejected.
24. The Tenderer with whom, Memorandum of Understanding for electrical works is made must hold valid electrical license from the Competent Government Authority who shall carry out the electrification works. Hence, Electrical License/Registration is to uploaded with Memorandum of Understanding on Rs. 500/- General Stamp paper in original on or after the date of issue of tender as per the Format (enclosed) in e-Tendering Technical Bid without which Tender will not be considered and shall be outrightly rejected.

Signature of Contractor/  
Tenderer with seal





## **MANNER OF SUBMISSION OF E-TENDER:**

The tenders are to be submitted **ONLINE ONLY** on website & scanned copy of following documents are to be uploaded with the Tender:

### **PART 1: TECHNICAL BID**

- 1) **Cost of Tender and EMD** will be paid through net banking **Account No. 1195500875, Central Bank Of India, IFSC Code no. CBIN0280695**. Cost of tender is non-refundable and The EMD of the unsuccessful tenderer will be refunded without any interest soon after the issue of work order to the successful tenderer or after the expiry of the validity period of the tender. UTR number will be mentioned on description.
- 2) **If the firm is a partnership firm**, attested copy of registered partnership deed registered with office of sub-registrar along with certificate of registration (**form 'H' under rule 17**) under partnership Act, 1932.
- 3) Attested copy of **Registered general power of Attorney** registered in the office of sub-registrar in case of partnership firm, who is authored signatory on behalf of the partnership firm & its partners.
- 4) Attested copies of **Memorandum of Association** & Certified copy of Resolution in case of any Private Limited/Public Limited Companies.
- 5) Copy of **Work Orders and performance certificate for completion of similar type of works/Empanelment letter of Competent Authority for which work completion certificates** for Satisfactory completion of similar type of works as detailed below shall be enclosed.
- 6) EPFO & ESIC Registrations are mandatory and copy of registration Certificates should be enclosed The EPFO & ESIC registration certificates should be of before date from the date of publication/floating/issue date of Tender. Without EPFO & ESIC registration certificates the Tender is liable to be rejected. However, if the registration certificates are not applicable to any of the tenderer as per the standard norms of government, the tenderer shall provide a declaration on letter head quoting the reasons for the same.
- 7) **Contractor shall enclose work completion certificates for satisfactory completion of similar type of works in last Five financial years as under:**
  1. One work costing more than 80% of estimated cost
  2. Two works costing more than 50% of estimated cost
  3. Three works costing more than 40% of estimated cost



- 8) In addition to above Income Tax returns for last three years along with audited Balance sheets certified by CA shall be enclosed.
- 9) Copy of GOODS & SERVICE TAX CERTIFICATE (GST) shall be enclosed.
- 10) Copies of PAN card, Adhar card as Applicable shall be enclosed.
- 11) Technically Qualified Engineer/ Supervisor should be available @ site who has understanding of the drawings and execution of works. His name along with his qualification and Consent letter should be enclosed in envelope No. 1 who shall be available @ site during the progress of work.
- 12) The Tenderer with whom, Memorandum of Understanding for electrical works is made must hold valid electrical license from the Competent Government Authority who shall carry out the electrification works. Hence, valid Electrical License/ Registration from competent authority is to be uploaded with Notarised Memorandum of Understanding on Rs. 500/- General Stamp paper in original on or after the date of issue of tender as per the Format (enclosed) in e-Tendering Technical Bid without which Tender will not be considered and shall be outrightly rejected.
- 13) OEM Company and Company Vendor/Tenderer will have to upload Notarized Memorandum of Understanding (Air-conditioning works) on Rs. 500/- General Stamp paper in original on or after the date of issue of tender as per the Format (enclosed) in e-Tendering Technical Bid without which Tender will not be considered and shall be outrightly rejected.
- 14) An undertaking on Rs.100/- Stamp paper in original on or after the date of issue of tender is to be enclosed stating that I/we/Firm has not been black-listed in any of the financial institutions/Banks & not found guilty of any misconduct
- 15) In compliance with tender requirements, it is mandatory for contractors to have their working Registered Office/ Branch office located within the Nagpur Region. Failure to provide valid proof of working office in Nagpur Region will result in the rejection of the tender application. This stipulation ensures that the contractor has a local presence, which can be crucial for timely and effective communication, coordination, and project execution.

**IMPORTANT NOTE:** IF AT THE TIME OF VERIFICATION OF DOCUMENT IT IS FOUND THAT DOCUMENTS ENCLOSED ARE NOT IN ORDER, THE TENDER IS LIABLE TO BE REJECTED



## **PART 2: PRICE BID**

The completed Tender document/ **Price Bid** along with the drawings and details downloaded, with the blank tender forms duly signed by the Contractor **should be uploaded on the Bank's website.**

**If the Competent Authority is satisfied with papers uploaded in the Technical Bid then only the Price Bid shall be Opened/Considered.**

**NOTE: - The Tenders are to be submitted online in Two parts i.e Technical Bid & Price/ Financial Bid as mentioned above. If price bid is submitted with Technical bid, such bids are liable for rejection.**

Signature & Seal of Contractor



Regional Head  
Nagpur Region, Central Bank of India,  
Oriental Building, Second Floor,  
LIC Square, Station Road,  
Nagpur – 440001.



## **GENERAL CONDITIONS OF THE CONTRACT**

**The work consists of Proposed Interior Furnishing, Electrification & Air-conditioning works in JARIPATKA Branch, Central Bank Of India, New Premises, Distt. Nagpur (M.S.), belonging to Central Bank Of India, Nagpur region, Nagpur (M.S).**

### **1. INTERPRETATION**

In construing this conditions, the specification, the schedule of quantities, tender and Agreement, the following word shall have the meaning herein assigned to them except where the subject or context otherwise requires;

i) Employer: The term Employer shall denote Regional Head, Nagpur region, Central Bank Of India, Oriental Building, Second Floor, LIC Square, Station Road, Nagpur – (440001) and any of its employee representative authorized on their behalf.

ii) Architects / Consultants: The term architect shall mean Ashish Shyamkishor Nashine, 49, Central Bazar Road, Bajaj Nagar, Nagpur-440010 or in the event of his / their ceasing to be Architect for the purpose of this contract such other person/s as Employer shall nominate for the purpose. The Architect with the approval of Competent Authority/Employer may engage a local Architect / Consulting Engineer for supervision and co- ordination of the work at the site. He will be considered a representative of the Architect

iii) Contractor: The term contractor shall mean (Name and address of the contractor) and his / their heirs, legal representative, assign and successors.

iv) Site : The site shall mean the site where the work are to be executed as shown in site plan including any building and erections thereon allotted by the Employer/Competent Authority for the contractor use.

v) Drawings: The work is to be carried out Strictly in accordance with the drawings, specification, the schedule of quantities and any further drawings which may be supplied or any other instruction, which may be given by the Employer during the execution of work.

All drawings relating to work given to contractor together with a copy of schedule of quantities are to be kept at site and the Employer /Architect shall be given access to such drawings or schedule of quantities whenever necessary.

In case any detailed drawing are necessary contractor shall prepare such detailed drawing and / or dimensional sketches therefore and have it confirmed by the Employer/ Architects as case may be prior to taking up such work.

The Contractor shall ask in writing for all clarification on matter occurring anywhere in drawings, specification and schedule of quantities or to additional instructions at least 7 days ahead from the time when it is required for implementation so that the employer may be able to given decision there on.



“The Works” shall mean the work or works to be executed or done under this contract.

“The schedule of quantities” shall mean the schedule of quantities as specified and forming part of Tender/ contract.

“Priced Schedule of Quantities” shall mean the schedule of quantities duly priced with the accepted quoted rates of the contractor.

## **2.SCOPE**

Employer / Competent Authority / Architect may in their absolute right issue further drawings and/ or written instruction, detail, direction and explanations, which are, hereafter collectively referred to as “The Employer’s/ Architects Instruction” in regard to:

**a)The variation or modification of the design quality or quantity of works or the addition or omission or substitution of any work.**

b) Any discrepancy in the drawing or between the schedule of quantities and/ or drawing and / or specification.

c) The removal from the site of any defective material brought thereon by the contractor and the substitution of any material thereof.

d) The demolition removal and / or re-execution of any work executed by the contractor/s.

e )The dismissal from the work of any person employed there upon.

f)The opening up for the inspection of any work covered up.

g)The rectification and making good of any defect under clauses hereinafter mentioned and those arising during the maintenance period (retention period).

The Contractor shall forthwith comply with and duly execute any work comprised in such employer’s or Architect’s instruction’s, provided always that verbal instructions, direction and explanations given to contractor’s or his representative upon the work by employer or Architect shall, if involving a variation, be confirmed in writing to the contractors within seven days. No works for which rates are not specifically mentioned in the priced schedule of quantities shall be taken up without written permission of the Employer or Architect. Rates of items not mentioned in the priced schedule of the quantities shall be fixed by the Employer in consultation with the Architect as provided in Clause ” Variation”

## **3. TENDERER SHALL VISIT THE SITE**

Intending tenderer shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirement of the works, facilities of transport condition, effective labour and material, access and storage for materials and removals of rubbish. The tenderer shall provide in their tender for cost of carriage, freight and other charges as also for special difficulties and including police restriction for transport etc. for proper execution of work as indicated in the drawings. The successful tenderer will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site condition which existed before the commencement of work or which in the opinion of the employer or Architect might be deemed to have reasonably been inferred to be so existing before





commencement of work.

#### 4.TENDERS

The entire set of **Tender** paper along with preliminary set of drawings issued to tenderer downloaded from website should be submitted and also signed on every page. Initial / signature will indicate the acceptance of the tender by the tenderer.

The schedule of quantities shall be filled in as follows:

- i) The "Rate" column to be filled.
- ii) All corrections are to be initialized.

No modifications, writing or corrections can be made in the tender paper by the tenderer

The Employer reserve the right to reject the lowest or any tender and also to discharge any 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 tenderer shall note that the tender is strictly on the item rate basis and their attention is drawn to the fact that rates for each and every item should be correct, workable and self supporting. If called upon by the Employer/ Architect detailed analysis of any or all the rates shall be submitted. The Employer/ Architect shall not be bound to recognize the contractor analysis.

**The work will be paid for as "measured work" on the basis of actual work done and not as "lump sum" contract, unless otherwise specified.**

The Mode Of Measurement / The Method Of Measurement:

Relevant parts of IS:1200 shall be followed for recording the actual measurements at site of various works for finalisation of bills & subsequently for payments based on the Specification and Trades.

All the item of work described in the schedule of quantities are to be deemed and paid as complete work in all respect and details including preparatory and finishing works involved, directly, related to and reasonably detectable from the drawing, specification 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 any items of work, the payment of such item of work will be made for the actual work done on the basis of lump-sum charges as will be assessed to be payable by the Employer/Architects.

**The Employer / Competent Authority / Architect has power to add to, omit from any work as shown in drawing or described in specification or included in schedule of quantities and intimate the same in writing but no addition, omission or variation shall be made by the contractor without authorization from the Employer / Competent Authority / Architect. No variation shall vitiate the contract.**

The tenderer shall note that his tender shall remain open for consideration for a period of **One Hundred and Twenty days ( 120 days)** from the date of opening of the tender.

#### 5.AGREEMENT

The successful contractor may be required to sign agreement as may be drawn up to suit local



conditions and shall pay for all the stamps and legal expenses, incidental hereto.

## **6. PERMIT AND LICENSE**

The contractor shall arrange the Permit and License for release of materials that are under Government control. The Employer shall render necessary assistance, sign any form or application that may be necessary. The basic price of controlled material, if any, for the purpose of valuing the tender, is to be considered as stipulated below. This shall also be the basis of adjustment in setting the contractor's bills.

The contractor shall at his own cost arrange for storage shed adequate for taking delivery and storing of the quantity of controlled material released by the authorities or supplied by the Employer. The costs of storing, transporting etc. of all materials including those under Govt. Control are to be included by the tenderer in his quote rates. No extra or separate rate will be claimed for this.

## **7. GOVERNMENT AND LOCAL RULES**

The contractor shall confirm to the provisions of all local bye-laws and Act relating to work and to the regulation, etc. of the Govt. and Local Authorities and of any company with whose system the structure is proposed to be connected. The contractor shall give all notices required by said Act, Rules, Regulation and Bye-laws etc. and pay all the fees payable to such authority/ authorities for the execution of work involved. The cost, if any, shall be deemed to have been included in his quoted rates, taking into account all liabilities for license, fees for footpath encroachment and restorations etc. and shall indemnify the Employer against such liabilities and shall defend all actions arising from such claims or liabilities.

## **8. TAXES AND DUTIES**

The tenderer must include in their tender prices quoted for all duties royalties, ceases and sales tax GST or any other taxes or local charges if applicable.

No extra claim on this account will in any case be entertained.

## **9. QUANTITY OF WORK TO BE EXECUTED**

**The quantities shown in the schedule of quantities are intended to cover the entire new structure indicated in the drawings but the Employer reserves the right to execute only a part or the whole or any excess there of without assigning any reason.**

## **10. OTHER PERSON ENGAGED BY THE EMPLOYER**

The Employer reserve the right to execute any part of the work included in this contract by other Agency or persons and contractor shall allow all reasonable facilities and use of its scaffolding for the execution of such work. The main contractor shall extend all cooperation in this regard.

## **11. INITIAL SECURITY DEPOSIT**

The successful tenderer to whom the contract is awarded will have to deposit 2 % of the accepted tender value as security deposit including the Earnest Money deposit if paid with the tender. The initial Security Deposit will have to be made on intimation from the date of acceptance of tender, failing which the employer at his discretion may revoke the letter of acceptance and forfeit the Earnest Money Deposit furnished along with the tender.

Apart from the Initial security Deposit made as above, retention money shall be deducted



from progressive running bills @ 8% of the gross value of each interim bill until the total security Deposit, i.e., the initial Security Deposit plus the retention money equals total 10% of the final bill amount

## **12. VALUE OF INTERIM PAYMENT:**

**The minimum value of work done entitling the contractor to receive an interim payment shall be Rs.10,00,000/- (Rupees Ten Lakhs only) for the work done & completed works.** However, the competent authority can at his discretion certify for interim payment for a lesser value also the period of honoring interim certificate shall be 15 days from the dates of receipt of the certificate from the architect. **For Air-conditioning works interim payment High side works shall be taken as 65% of the supply item & Low side works shall be calculated as 75% of the completed works @ site for interim payment condition.**

### **Period of honoring final certificate**

The period shall be one month from the date of receipt of the final certificate from the Architect.

the amount 50% of the retention amount is refunded to the contractor on

- i) Issue of virtual completion certificate by the Architect/ Premises Department.
- ii) contractors removal of his materials, equipment, labour force, temporary sheds/ stores etc. from the site. (excepting for a small presence required if any for the defect liability period and approved by the Competent Authority).

The remaining 50% of retention amount may be refunded to the contractor after the end of defects liability period provided he has satisfactorily carried out all the work and attended to all defects in accordance with the conditions of contract.

### **Defects Liability Period (DLP)**

**The defect liability period (DLP) shall be 12 months.** The DLP commences from the certified date of virtual completion issued jointly by the Central Bank Of India premises department and the Architects .

## **12. 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 quantities and specification taken together whether 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 contractors find any discrepancies therein he shall immediately and in writing, refer the same to the Employer/Architect whose decision shall be final and binding. The contractor shall provide himself for ground and fresh water for carrying out the works at his own cost. The Employer shall no account be responsible for the expenses incurred by the contractor for the hired ground or fresh water obtained from elsewhere.

The rates quoted against individual item will be inclusive of everything necessary to complete the said item of work with in the contemplation of the contract, and beyond the unit price no extra payment will be allowed for the incidental or contingent work, labour and / or material inclusive of all taxes and duties whatsoever except for the specific item, if any, stipulated in the tender documents.

The contractor shall at all times give access to workers employed by the Employer or any men employed on the works site and to the building and to provide such parties with proper





sufficient and if required, special scaffolding, hoists and ladders and provide them with water and lighting and leaves or make any holes, grooves etc. in any work where directed by the Employer as may be required to enable such workmen to lay or fix pipes, electrical wiring, special fitting etc. The rates quoted rates of the tenderer shall accordingly include all these above mentioned contingent works.

### **13. TIME OF COMPLETION**

**The entire work is to be completed in all respects within the stipulated period i.e 45 days from the date of work order. The work shall be deemed to be commenced within Seven days from the date of acceptance letter of date of handing over of site/completion of all civil works of landlord, whichever is later. Time is the essence of the contract and shall be strictly observed by the contractor.**

The work shall not be considered as complete until the Architect has certified in writing that this has been completed and the defects Liability Period shall commence from the date of such certificate.

During the period of furnishing the contractor shall maintain proportionate progress on the basis of a program chart submitted by the contractor immediately before commencement of work and agreed to by the employer/ Architects. Contractor should also include planning for procurement of scarce material well in advance and reflect the same in the program chart so that there is no delay in completion of the project.

### **14. LIQUIDATED DAMAGES**

Should the work be not completed to the satisfaction of the Employer/ Architects within the stipulated period, the contractor shall be bound to pay to the Employer a sum calculated as given below by way of liquidated damages and not as penalty during which the work remains uncommenced or unfurnished after the expiry of the completion date.

### **15. TOOLS, STORAGE OF MATERIALS, PROTECTIVE WORKS AND SITE OFFICE REQUIREMENTS**

The Contractor shall provide, fix up and maintain in an approved position proper office accommodation for the contractor's representative and staff which offices shall be open at all reasonable hours to receive instruction notices or communications and clear away on completion of the works and make good all work distributed. All drawing maintained on the site are to be carefully mounted on boards of appropriate size and covered with a coat of approved varnish. They are to be protected from ravages of termites, ants and other insects. The contractor shall provide at his own cost all-artificial light required for the work and to be enable other contractor and sub-contractor to complete the work within the specified time.

The contractor shall provide a suitable temporary hut for the watchmen and clear away the same when no longer required and to provide all necessary attendance, light etc. required.

The contractor shall arrange for temporary latrines for the use of workers and field staff and keep the same in a clean and sanitary condition to the satisfaction of the public Health Authorities and shall cause latrines and soil to be cleared away whenever necessary and shall make good all the works distributed by the conveniences.

Every precaution shall be taken by the contractor to prevent the breeding of mosquitoes on the work during the construction, and all receptacles, cisterns, water tanks etc. used for the storage of the water must be suitably protected against breeding of mosquitoes. The contractor shall indemnify the Employer against any breach of rule in respect of ant-material measures.

The Contractor shall not fix or place any placards or advertisement of any description or permit the same to be fixed or placed in or upon any boarding, gantry, building structure



other than those approved by the Employer.

**Protective Measures:** The contractor from time the time of being placed in possession of the site make suitable arrangement for watching, lighting and protecting the work, the site and surrounding property by day, by night, on Sunday and other holidays.

Contractor shall indemnify the Employer against any possible damage to the building, roads or members of the public in course of execution of the work.

The contractor shall provide necessary temporary enclosures, gates, entrance etc. for the protection of the work and materials and for altering and adopting the same as may be required and removing on completion of the work and making good all work distributed.

**Storage of Material:** The contractor shall provide and maintain proper sheds for the proper storage and adequate protection of the material etc. and the other work that may be executed on the site including the tools and materials and subcontractors and remove same on completion.

All measuring tapes shall be of steel and suitable scaffolding and ladders that may be required for safety taking measurement shall be supplied by the contractor.

The contractor should cover in his rates for making provisions for all reasonable facilities for the use of his **scaffolding**, tools and plant etc., by sub contractors for their work.

#### **16. NOTICE AND PATENTS OF APPROPRIATE AUTHORITY AND OWNERS**

The contractor shall confirm to the provision of any Acts of the Legislature relating to the work, and to the Regulations and By laws of any authorities, and/or any water, lighting and other companies and / or authorities with whose system the structures were proposed to have connection and shall before making any variation from the drawings or the specification that may be associated to so confirm, give the employer / Architect written notices specifying the variations proposed to be made and the reasons for making them and apply for instruction thereon. The Employer / Architect on receipt of such intimations shall give a decision within a reasonable time.

The contractor/s shall arrange to give the notices required for by the said Acts, Regulation or Bye Laws to be given to any authority, and to pay to such authority or to any public officer all fees that may be properly chargeable in respect of the work and lodge the receipt with the Employer.

The contractor shall indemnify the Employer against all claims in respect of patent rights, royalties, damages to buildings, roads or members of public in course of execution of work and shall defend all action arising from such claims and shall keep the Employer saved harmless and indemnified in all respect from such actions, costs and expenses.

#### **17. CLEARING SITE AND SETTING OUT WORKS.**

The site shown on the plan shall be cleared of all obstruction, loose stone and material rubbish of all kinds. All holes or hollows whether originally existing or produced by removal of loose stone or material shall be carefully filled up with earth well rammed and leveled off as directed at his own cost.

#### **18. REMOVAL OF IMPROPER WORK**

The Employer shall during the progress of the work have power to order in writing from time to time the removal from the work within such reasonable time or times as may be specified in the order of any materials which in the opinion of the Employer / Architect are not in the





accordance with specification or instruction, the substitution or proper re-execution of any work executed with materials or workmanship not in accordance with the drawing and specification or instructions. In case the contractor refuses to comply with the order, the Employer shall have the power to employ and pay other agencies to carry out the work and all expenses consequent thereon or incidental there to as certified by the Employer/ Architect shall be borne by the contractor or may be deducted from any money due to or that may become due to contractor. No certificate which may be given by the Architect shall relieve the contractor from his liability in respect of unsound work or bad materials.

## **19. CONTRACTOR'S EMPLOYEES**

No labour below the age of eighteen and who is not an Indian National shall be employed on the work

Any labour supplied by the contractor to be engaged on the work on day – work basis either wholly or partly under the direct order or the control of the Employer or his representative shall be deemed to be a person employed by the contractor.

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

- a) The Payment of Wages Act.
- b) Employer's Liability Act.
- c) Workmen's Compensation Act.
- d) Contract Labour (Regulation & Abolition) Act, 1970 and Central Rules 1971.
- e) Apprentices Act 1961.
- f) Minimum Wages Act.
- g) Any other Act or enactment relating thereto and rules frames there under from time to time.

The contractor shall arrange to provide first-aid treatment to the labour engaged on the works. He shall within 24 hours of the occurrence of any accident at or about the site or in connection with the execution of the works, reports such accident to the Employer and also to the Competent Authority where such report is required by law.

## **20. DISMISSAL OF WORKMENS**

The contractor on the request of the Employer immediately dismiss from works any person employed thereon by him, who may in the opinion of the Employer be unsuitable or incompetent or who may misconduct himself. Such discharge shall not be the basis of any claim for compensation or damages against the Employer or any of their officers or employee.

## **21. ASSIGNMENT**

The whole of the works included in the contract shall be executed by the contractor and the contractor shall not directly or indirectly transfer, assign or under let the contract or any part, share or interest therein nor, shall take a new partner, without written consent of the Employer and no subletting shall relive the contractor from the full and entire responsibility of the contract or from active superintendence of the work during their progress.



## **22. DAMAGE TO PERSON AND PROPERTY INSURANCE ETC**

The contractor shall be responsible for all injury to the work or workmen to persons, animals or thing and for all the damages to the structural and / or decorative part of property which may arise from the operations or neglect of himself or of any sub-contractor's employees, whether such injury or damage arise from carelessness, accident or any other cause whatsoever in the way connected with the carrying out of this contract. The clause shall be held to include inter-alia, any damage to buildings whether immediately adjacent or otherwise, and any damage to roads, streets, footpaths or ways as well as damages caused to the building and the works forming the subject of this contract by rain, wind or other inclemency of the weather. The contractor shall indemnify the employer and hold harmless in respect of all and any expenses arising from any such injury or damages to persons or property as aforesaid and also in respect of any claim made in respect of injury or damage under any acts of compensation or damage consequent upon such claim.

The contractor shall reinstate all damage of every sort mentioned in this clause, so as to deliver the whole of the contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damages to the property or third parties.

The contractor shall effect the insurance necessary and indemnify the Employer entirely from all responsibility in this respect. The insurance must be placed with a company approved by the Employer and must be effected jointly in the name of the contractor and the Employer and the policy lodged with the letter.

The scope of insurance is to include damage or loss to the contract itself till this is made over in a complete state. Insurance is compulsory and must be effected from the very initial stage. The contractor shall also be responsible for anything which may be excluded from damages to any property arising out of incidents, negligence or defective carrying out of this contract.

The Employer shall be at liberty and hereby empowered to deduct the amount of any damages, compensation, costs, charges and expenses arising or accruing from or in respect of any such claim or damages from any sums due or to become due to the contractor.

## **23. INSURANCE**

Unless otherwise instructed the contractor shall insure the works and keep them insured until virtual completion of the contract against loss or damages by fire and/or earthquake, flood. The insurance must be placed with a company approved by the Employer and the contractor for such amount and for any further sum if called to do so by the employer, the premium of such further sum being allowed to the contractor as an authorized extra.

The contractor shall deposit the policy and receipt for premiums paid with the Employer within 21 (twenty one) days from the date of issue of work order unless otherwise instructed. In default of the contractor insuring as provided above, the Employer on his behalf may so insure and may deduct the premiums paid from any money due, or which may become due to the contractor. The contractor shall as soon as the claim under the policy is settled or the work reinstated by the Insurance Company should they elect to do so, proceed with due diligence with the completion of the works in the same manner as though the fire has not occurred and in all respects under the conditions of the contract. The contractor in the case of rebinding or reinstatement after fire shall be entitled to extension of time for completion as the Employer may deem fit.



## 24. ACCOUNTS RECEIPTS AND VOUCHERS

The contractor shall, upon the request of the Employer furnish them with all the invoices, accounts, receipts and other vouchers that they may require in connection with the works under this contract. If the contractor shall use the material less than what he is required under the contract, the value of the difference in the quantity of the materials he was required to use and that he actually used shall be deducted from his dues. The decision of the Employer shall be final and binding on the contractor as to the amount of materials the contractor is required to use for any work under this contract.

Before taking any measurements of any work the Site Engineer or a subordinate deputed by him shall give reasonable notice to the contractor. If the contractor fails to attend at the measurements after such notice or fails to countersign or to record the difference within a week from the date of measurements in the manner required by the site Engineer then in any such event the measurements taken by the Site Engineer or by the subordinate deputed by him as the case may be is final and binding on the contractor and the contractor shall have no right to dispute the same.

## 25. PAYMENT

All bills shall be prepared by the contractor in the form of prescribed by the Employer/ Architects. **Normally one interim bill shall be paid** subject to minimum value for interim certificate as stated in these documents. The bills in proper forms must be duly accompanied by detailed measurement in support of the quantities of work done and must show deduction for all previous payment, retention money etc.

The Architect shall issue certificate after due scrutiny of the Contractor's bill stating the amount due to the contractor from the Employer and the contractor shall be entitled to the payment thereof, within the period of honoring certificates named in these documents. In case of delay due to some reasons in the processing of such bills for payment, an ad-hoc advance of 75 % of the billed amount may be paid on the request of the contractor for the smooth progress of the work.

The amount stated in the interim certificate shall be total value of work properly executed and 75% of invoice value of materials brought to site for the permanent incorporation into the work up to the date of the bill less the amount to be retained by the Employer as retention money vide clause 12 of these conditions and less installments previously paid under the conditions, provided that certificates shall only include the value said materials and goods as and from such time as they are reasonably, properly and prematurely brought to or placed adjacent to the work and then only if adequately projected against weather or other casualties.

The Employer will deduct retention money as tender conditions already mentioned. The refund of retention money will be made as specified in the said tender condition.

If the Employer has supplied any material or goods to the Contractor, the cost of any such material or goods will be progressively deducted from the amount due to the contractor in accordance with the quantities consumed in the work.

All the interim payment shall be regarded as payment by way of advance against the final payment and only not as payment for work actually done and completed and shall not preclude the requiring of bad, unsound, and 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 thereof in any respect or the accruing of any claim.





not shall, it conclude, determine or affect in any way the power of the Employer under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise or in any other way vary or affects the contracts. The final bill shall be submitted by the contractors within one month of the date fixed for completion of work or of the date of certificate of completion furnished by the Architect and payment shall be made within three months.

### **Final Payment**

The final bill shall be accompanied by a certificate of completion by the Architect. Payment of the final bill shall be made after deduction of Retention money as specified in Tender conditions, which sum shall be refunded after the completion of the Defects Liability period after receiving the Architect's certificate that the contractor has rectified all defects to the satisfaction of the Employer/ Architects. The acceptance of payment of the final bill by the contractor would indicate that he will have no further claim in respect of the work executed.

### **26.SUBSTITUTION**

Should the contractor desire to substitute any materials and workmanship, he/they must obtain the approval of the Architect in writing for any such substitution well in advance. Materials designated in this specification indefinitely by such terms as "equals" or "other approved" etc. specific approval of the Architect has to be obtained in writing.

### **27.PREPARATION OF WORKS CARRIED OUT FOR OCCUPATION AND USE ON COMPLETION**

The whole of the work will be thoroughly inspected by the contractor and deficiencies and defects put right. On completion of such inspection the contractor shall inform the Employer that he has completed the work and it is ready for inspection. On completion the contractor shall clean all windows and doors including the cleaning and oiling if necessary, of all hardware, inside and outside, all floors, staircase and every part of the building. He will leave the entire building neat and clean and ready for immediate occupation and to the satisfaction of the Employer.

### **28.CLEARING SITE ON COMPLETION**

On completion of the works the contractor shall clear away and remove from the site all constructional equipment's, plant and machinery, surplus materials, rubbish and temporary works of every kind and leave the whole of the site and the works clean and in workman like conditions to the satisfaction of the Employe/ Architects.

### **29.DEFECTS AFTER COMPLETION**

The contractor shall make good at his own cost and to satisfaction of the Employer/ the Architect, all defects, shrinkage settlement or other faults, which may appear within 12 months after completion of the work .In default, the employer may employ and pay other persons to amend and make good such damages, losses and expenses consequent there on or incidental there to shall be made good and borne by the contractor and such damages, losses and expenses shall be recoverable from him by the Employer or may be deducted by the Employer, in lieu of such amending and making good by the contractor, and deduct any money due to the contractor a sum equivalent to the cost of amending such work and in the event of the amount retained being insufficient, recover that balance from the contractor from the amount retained under clause no. 11 together with any expenses the Employer may have incurred in connection therewith.



### **30. CONCEALED WORK**

The contractor shall give due notice to the Architect whenever the work is to be buried or hidden works, otherwise becoming inaccessible later on, in order that the work may be inspected and correct dimensions taken before such burial /hidden in default whereof the same shall, at the opinion of the Architect/ Employer be either open up for measurement at the contractor expenses or no payment may be made for such materials. Should any dispute or difference arise after the execution of any works as to measurement etc., or other matters which cannot be conveniently tested or checked, the notes of the Employer / Architects shall be accepted as correct and binding on the contractor.

### **31. ESCALATION**

The rate 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. No escalation shall be allowed on account of ANY reason whatsoever.

### **32. IDLE LABOUR**

Whatever the reasons may be no claim for idle labour, additional establishment cost of hire and labour charges of tools and plants would be entertained under any circumstances.

### **33. SUSPENSION**

If the contractor except on account of any legal restraint upon the Employer preventing the continuance of the work or in the opinion of the Employer shall neglect or fail to proceed with due diligence in the performance of his part of the contract or if he shall more than once make default, the Employer shall have the power to give notice in writing to the contractor requiring the work be proceeded within a reasonable manner and reasonable dispatch, such notice purport to be a notice under this clause.

After such notice shall have been given the contractor shall not be at liberty to remove from the site of the works or from any ground contiguous thereto any plant or material to subsist from the date of such notice being given until the notice shall have been complied with. If the contractor fails to start the work within seven days after such notice has been given proceed with the works as therein prescribed, the Employer may proceed for termination of contract as per the tender conditions.

### **34. TERMINATION OF CONTRACT BY EMPLOYER**

If the contractor being a company go into liquidation whether voluntary or compulsory or being a firm shall be dissolved or being an individual shall be adjudicated insolvent or shall make an assignment or a composition for the benefit of the greater part, in number of amount of his creditors or shall enter into a Deed or arrangement with his creditors or if the Official Assignee in insolvency, or the Receiver of the contractor in insolvency shall repudiate the contract, or if a receiver of the contractor's firm appointed by the court shall be unable, within fourteen days after notice to him requiring him to do so, to show to the reasonable satisfaction of the employer that he is able to carry out and fulfill the contract, and if so required by the employer to give reasonable security therefore, or if the contractor shall suffer execution to be issued, or shall sufferance payment under this contract to be attached by or on behalf of and of creditors of the contractor, or shall assign, charges or encumber this contract or any payments due or which may become due to the contractor, there under, or shall neglect or fail to observe and perform all or any of the acts matters of things by this contract to be





observed and performed by the contractors within three clear days after the notice shall have been given to the contractor in manner hereinafter mentioned requiring the contractor to observe or perform the same or shall use improper materials or workmanship in carrying on the work , or shall in the opinion of the Employer not exercise such due diligence and make such due progress as would enable the work to be completed within due time agreed upon, and shall fail to proceed to the satisfaction of the Employer after three clear days notice requiring the contractor so to do shall have been given to contractor as hereinafter mentioned, or shall abandon the contract , then and in any of the said cases, the Competent Authority may notwithstanding previous waiver determine the contract by a notice in writing to the effect as hereinafter mentioned, but without thereby effecting the powers of the Employer of the obligations and liabilities of the contractor the whole of which shall continue in force as fully as if the contract, had not been so determined and as if the works subsequently executed had been executed by the or on behalf of the contractor (without thereby creating any trust in favour of contractor) further the Employer or his agent , or servants , may enter upon and take the possession of the work and all plants, tools, scaffoldings, shades, machinery, steams and other power, utensils and material laying upon premises or the adjoining lands or roads and sell the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the work or by employing any other contractor or other person or person to complete the work and contractor shall not in any way interrupt or do any act, matter of thing to prevent or hinder such other contractor or other persons or persons employed from completing and finishing or using the materials and plants for the work when the work shall be completed , or as soon thereafter as conveniently may be, the Employer shall give notice in writing to the contractor to remove this surplus materials and plant and should the contractor fail to do so within the a period of 14 days after receipt by him the Employer may sell the same by public auction and shall give credit to the contractor for the amount so realized. Any expenses or losses incurred by Employer in getting the work carried out by other contractor shall be adjusted against the amount payable to the contractor by way of selling his tools and plants or due on account of work carried out by the contractor prior to engaging other contractors or against the security deposits.

### 35. ARBITRATION

All disputes or differences of any kind whatsoever which shall at any time arise between the parties hereto touching or concerning the works or the execution or maintenance thereof this contract or the construction remaining operation or effect thereof or to the rights or liabilities of the parties or 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 contract expressed to be final and binding) shall after written notice by either party to the contract to the either of them and to the Employer hereinafter mentioned be referred for adjudication to a sole arbitrator to be appointed as hereinafter provided.

For the purpose of appointing the sole arbitrator referred to above, the Employer will send within thirty days of receipt of the notice, to the contractor a panel of three 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 persons name to be appointed as a sole Arbitrator and communicate his names to the Employer within thirty days of receipt of the names. The Employer shall thereupon without any delay appoint the said person as the Sole arbitrator. If the contractor fails to communicate such selection as provided above within the specified period, the competent authority shall make the selection and appoint the selected person as a Sole Arbitrator.

If the Arbitrator so appointed is unable or unwilling to Act or resign his appointment or



vacates his office due to any reasons whatsoever another Sole Arbitrator shall be appointed as aforesaid.

The work under contract shall, however, continue during the arbitration proceedings and no 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 on 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 the parties, enlarge the time for making and publishing the award.

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

The fees, if any, of the Arbitrator shall, if required to be paid before the award is made and published, be paid 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 cost or any part thereof shall be paid and may fix or settle and 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 1992 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 clause shall be a condition precedent to any right to action under the contract with regards to the matter hereby expressly agreed to be so referred to arbitration.

**Signature of Contractor/  
Tenderer with seal**




## FOR INTERIOR FURNISHING WORK

### GENERAL SPECIFICATIONS FOR WORKMANSHIP AND MATERIALS: -

The Contractor agrees to execute the work as below: -

- 1) The workmanship has to be of the best quality to the satisfaction of the Competent Authority. The entire premises shall be thoroughly cleaned before the job is handed over.
  - 2) The exposed edges of the plywood shall be properly covered with laminate or lipping and no edges shall be left unplipped.
  - 3) All the joinery shall be neat and joinery of plywood shall be "dove-tailed" type and always fixed with proper screws and adhesives (Fevicol/ Falcofix or Equivalent) and no nails shall be used for joinery.
  - 4) For all the woodwork the wood surfaces shall be made absolutely "smooth and even" by planing thoroughly & baitha.
  - 5) Pressing of laminates shall be in a workman like manner ensuring **no air pockets** with clean edges.
  - 6) All the details on the woodwork like grooves and moulding etc shall be neat and clean and in proper line and level.
  - 7) For all polishing works, the surfaces shall be prepared absolutely smooth and the finishing done in a workman like manner.
  - 8) Plywood used shall be of MR Grade of specified make, ISI marked Confirming to IS -303 and shall be got approved before use. **(1st quality Greenply(Green MR)/ Century ply (Century Win)/ Kitply (Swastik Plus) as approved by the Competent Authority.**
  - 9) All teakwood exposed shall be of good quality "C.P." TEAK WOOD and shall be got approved before use. The basic rate of C.P. teakwood Rs.4500/cu.ft. inclusive of all Taxes.
  - 10) Laminates shall be of standard quality **(1.0 mm thick) (Royal Touch or Sunmica / Formica or Merinolam )** as per competent authority or as approved by the Competent Authority.
  - 11) All glasses shall be of 5, 10 & 12mm thick. All clear glasses shall be of Modi float / Asahi float /St.Globain float glass only. All exposed edges of glass shall be Machine polished, bevelled & smooth as per the quality requirements of the Competent Authority.
  - 12) All fittings and fixtures shall be of best quality, heavy type brass oxidized or chromium plated as per Competent Authority requirements and specifications. All storage locks, tower bolts, hinges, ball catches, telescopic sliding channels (Earl-Behari/ Godrej/ Hettich make) and handles as per approval of the Competent Authority.
  - 13) Door fittings shall include handles, heavy duty brass hinges, with night latch (wherever mentioned) / Aldrop / mortise locks directed (in brass chrome or oxidized,) door stopper and shall be supplied and fixed by the contractor. All above hardware shall be approved by the Competent Authority before use.
  - 14) All exposed T.W. members shall be finished with wood polish.
  - 15) **All Drawer sliders / Keyboard sliders shall be telescopic channels / sliders only.**
  - 16) All Concealed locks to the doors shall be of Godrej make only
- The material shall be first approved from the Competent Authority's Architect /Competent Authorities.**

Signature & Seal of Contractor

  
Regional Head  
Nagpur Region, Central Bank of India,  
Oriental Building, Second Floor,  
LIC Square, Station Road,  
Nagpur - 440001.



### APPROVED MAKE OF MATERIALS


SR. NO.	ITEM / MATERIAL	MAKE
1.	Particle Board	-----
2.	Antitermite / Fire retardant Paint	-----
3.	False Ceiling	Amstrong make or equivalent subject to prior approval from Organization's Competent Authorities.
4.	Oil Bound Distemper / Acrylic Emulsion	Asian, Dulux, Berger
5.	Laminate	(Royal Touch or Sunmica / Formica or Merinolam )
6.	Teak Wood	C.P. Teakwood
7.	Foam	-----
8.	Hardware	-----
9.	Tile	-----
10.	Leatherite	-----
11.	Glass	Modi float / Asahi / St. Gobain
12.	Ply	(1st quality Greenply(Green MR)/ Century ply (Century Win)/ Kitply (Swastik Plus)
13.	Vinyle Film	-----
14.	Board	-----
15.	Carpet	-----
16.	External Cement Paint	Weather Shield (Dulux) or equivalent subject to prior approval from Organization's Competent Authorities.
17.	Cement	-----
18.	GI Pipe	-----
19.	Paint	Dulux / Berger / Asian Synthetic Enamel Paint First Quality
20.	CP Fitting	-----
21.	Ceramic Fitting	-----
22.	Kitchen Sink	-----
23.	Vitrified Tiles	-----
24.	Aluminium Section	Jindal ISI for sliding windows and standard aluminum sections 1.00 mm thk. for concealed work in partitions.
25.	Flush Door Shutter	-----
26.	Glue	Fevicol



27.	Gypboard False Ceiling	Manufactured by Gypsum india Pvt. Ltd make or equivalent subject to prior approval from Organization's Competent Authorities.
28.	Venetian Blinds	Vista levolor make only subject to prior approval from Organization's Competent Authorities.
29.	Door Closer	Ozone/ Dorma/ Godrej make heavy duty
30.	Floor Spring	Godrej make D100 Floor Spring (100 Kg.) or equivalent Ozone/ Dorma make
31.	Melamine Polish	As per Specifications of tender
32.	Wax polish	-----
33.	U – Foam	-----
34.	Fabric	-----
35.	Locks / Concealed locks with Handle for Door Shutter	Godrej make only
36.	Metallic Laminate	-----

**The material to be used has to be first got approved before execution of work from the Competent Authority's Architect / Organization's Competent Authorities.**

Signature & Seal of Contractor

  
**Regional Head**  
**Nagpur Region, Central Bank of India,**  
**Oriental Building, Second Floor,**  
**LIC Square, Station Road,**  
**Nagpur – 440001.**





## FOR ELECTRIFICATION WORK

### GENERAL SPECIFICATIONS FOR WORKMANSHIP AND MATERIALS: -

The Contractor agrees to execute the work as below: -

1	Flexible Wire	R.R Kabel/ Anchor/ Polycab or as Directed by Architect
2	Cables	R.R Kabel/ Finolex/ Polycab or as Directed by Architect
3	6A switches & Sockets	Legrand make only or as Directed by Architect
4	Ceiling Roses, Holders, Buzzers, Bell Push, Bell, Key card	Anchor/Legrand Mylink or as Directed by Architect
5	MCCB, MCB's & accessories	Legrand, Hager, Siemens/ L& T or as Directed by Architect
6	Electrical fittings	Philips / Wipro or as Directed by Architect
7	Fans	Bajaj- (EDGE HS NEO DECO models) or as Directed by Architect
8	HRC switch fuse unit	E.E., L & T, Siemens or as Directed by Architect
9	Bus-bar chamber	Standard/L & T/Ashoka
10	Cable glands & Lugs	Siemens, Dowels
11	15A switch socket	Mylink, Legrand,make only or as Directed by Architect
12	16A DP switches with fuse	Mylink, Legrand,make only or as Directed by Architect
13	Telephone wires	Polycab, Anchor, RR Kabel or as Directed by Architect
14	Fluorescent tubes, bulbs	Bajaj/ Crompton/ Philips
15	Electronic regulators	Mylink, Legrand,make only or as Directed by Architect
16	PVC conduits	Precision, Diamond
17	Casing capping & Accessories	Precision, Modi
18	G.I. "B" class pipe	Prakash, Surya
19	CCTV Camera	Hikvision, Dhuva, CP Plus, Panasonic or as Directed by Architect
20	Lighting Fixtures	Wipro, Philips or as Directed by Architect
21	Change Over Switch	Hpl / Socomec/ L & T
22	Indicating Lamps	Siemens / Schneider Electric / L & T
23	Electric Timer	Siemens / Eapl
24	Lugs	Dowell's / Jainson / Comet
25	Cable Gland	Jainson / Comet /Siemens




**Note: -**

- 1) The contractor should obtain prior approval from Competent Authorities/ Consultants before placing order for any specific materials Competent Authorities may delete any of the makes or brands out of the above list.
- 2) All materials should confirm to relevant standards and codes of BIS.
- 3) Materials with I.S.I. mark shall be used duly approved by the Organization's Architect.
- 4) If any material is found to be not up to the mark, the contractor will have to produce original bills/certificate from the manufacturer or his authorized Distributor for authenticity and genuineness of the material for consideration and as per make approved by the Organization's Architect. The same will not be considered for payment.

Any additional item as per BOQ specifications or as per the instructions of the Competent Authorities / Consultants. Any of the above items / other items if any will be as approved by the Consultants & Engineer-in-charge.

**Signature & Seal of Contractor**

  
**Regional Head**  
Nagpur Region, Central Bank of India,  
Oriental Building, Second Floor,  
LIC Square, Station Road,  
Nagpur – 440001.



## **ARTICLE OF AGREEMENT**

**(On Rs.500/- non-judicial stamp paper by the successful bidder)**

This AGREEMENT is made at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ between **Regional Head, Nagpur region, Central Bank Of India, Oriental Building, Second Floor, LIC Square, Station Road, Nagpur – (440001)** represented by authorized officer of Central Bank Of India. (hereinafter called “the Employer”) on the one part and M/s \_\_\_\_\_

\_\_\_\_\_ (proprietorship/partnership firm/Company), incorporated under the provisions of the Companies Act and having its registered office at \_\_\_\_\_

\_\_\_\_\_ (hereinafter called “the Vendor/Tenderer/Contractor”) represented by Shri \_\_\_\_\_ who is authorized to enter this agreement by its Board of Directors on the other part.

And whereas the employer/ bank has intention of engaging services of Successful Tenderer for Proposed Interior Furnishing, Electrification & Air-conditioning works of **JARIPATKA Branch, Central Bank Of India, New Premises, Distt. Nagpur (M.S.)**.

AND WHEREAS the Employer/ Bank had called for tenders of proposed work as indicated in the scope of work and other documents attached to the tender.

AND WHEREAS the Vendor and others submitted the tenders and the Employer/Bank has awarded the contract relating to Proposed Interior Furnishing, Electrification & Air-conditioning works of **JARIPATKA Branch, Central Bank Of India, New Premises, Distt. Nagpur (M.S.)**.

As stated in the scope of work attached to the Tender Document to the Vendor/Tenderer/Contractor.

AND WHEREAS both the parties to this agreement are desirous of recording the terms and conditions upon which the said services are to be rendered by the Vendor.

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. In consideration of the said Contract Amount to be paid at the times and in the manner set forth in the said Conditions, the Contractor shall upon and subject to the said Conditions execute and complete the work shown upon the said Drawings and described in the said Specifications and the priced Schedule of Quantities.
2. The Employer/ bank shall pay to the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the manner specified in the said Conditions.
3. The said Conditions and Appendix thereto shall be read and construed as forming part of this Agreement, and the parties hereto shall respectively abide by submit themselves to the said Conditions and perform the Agreements on their part respectively in the said Conditions contained.
4. The Plans, Agreements and Documents mentioned herein shall form the basis of this Contract.
5. This Contract is neither a fixed lump-sum contract nor a piece work contract but a contract to carry out the work as per enclosed schedule of Items and to be paid for according to actual measured quantities at the rates contained in the Schedule of Quantities or as provided in the said Conditions and approved by the organization.
6. The Contractor shall afford every reasonable facility for the carrying out of all work relating to above Installation in the manner laid down in the said Conditions, and shall make good any damages done to walls, floors, etc. after the completion of his work.



7. The Employer/ Bank reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this Contract.

8. Time shall be considered as the essence of this Contract and the Contractor hereby agrees to commence the work soon after the Site is handed over to him or from 15th day after the date of issue of formal work order as provided for in the said Conditions whichever is later and to complete the entire work within 60 days subject to nevertheless the provisions for extension of time.

9. All payments by the Bank under this Contract will be made by Central Bank Of India.

10. All disputes arising out of or in any way connected with this Agreement shall be deemed to have arisen at **Nagpur** and only the **Courts in Nagpur** shall have jurisdiction to determine the same.

11. That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.

IN WITNESS WHEREOF THE EMPLOYER/ BANK and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first here in above written.

SIGNATURE CLAUSE

SIGNED AND DELIVERED by the \_\_\_\_\_  
(Employer/ Bank)

(Signature of Employer/ Bank official)

(Name and Designation) In the presence of :

Shri / Smt. \_\_\_\_\_  
(Signature of Witness)

Address \_\_\_\_\_  
(Witness)

SIGNED AND DELIVERED by the \_\_\_\_\_  
(Vendor/Tenderer/Contractor.)

(Signature & seal of Vendor/Tenderer/Contractor.)

in the presence of :

Shri / Smt. \_\_\_\_\_  
(Signature of Witness)

Address \_\_\_\_\_



**FOR ELECTRIFICATION WORK**

**MEMORANDUM OF UNDERSTANDING**

**(Notarized)**

This memorandum of understanding is made between Party no. 1. \_\_\_\_\_ (Name of Tenderer along with registered office address) and party no.2 \_\_\_\_\_ (Name of Electrical contractor) having its registered office at \_\_\_\_\_ (Address of Electrical Contractor).

Whereas Party no. 1. \_\_\_\_\_ ( Name of Tenderer) are in the business of Interior Furnishing ,Electrification & Air Conditioning Works and whereas \_\_\_\_\_ (Name of Electrical Contractor) are in the business of Electrical Contract Work and Party no. 2. \_\_\_\_\_ have agreed to undertake to carry out "Interior Furnishing, Electrification & Air-conditioning works for **JARIPATKA Branch, Central Bank Of India, New Premises, Distt. Nagpur (M.S.)**. (As per Tender schedule Package and per instructions of Architects/Competent authority).

Now therefore it is agreed between the two parties that :

Party no.2. \_\_\_\_\_ (Name of the Electrical Contractor) shall execute the electrical work of the project with the specification of tender & tender conditions.

1. Party no.2. \_\_\_\_\_ (Name of the Electrical Contractor) have agreed to carry out the work restricted to electrification for Interior Furnishing ,Electrification & Air Conditioning works.

2. Party no 2. \_\_\_\_\_ (Name of the Electrical Contractor) have agreed to carry out the project as per the Tender specifications and the conditions to the entire satisfaction of the Competent Authorities of the "Central Bank Of India, Regional Head, Nagpur/ Architect.

3.If any dispute arise the same shall be settled amicably and the dispute shall be referred to the arbitration and arbitrator shall be appointed by the both the parties.

\_\_\_\_\_  
(Name of the Tenderer)

\_\_\_\_\_  
(Name of the Electrical Contractor)





**FOR AIR-CONDITIONING WORK**

**MEMORANDUM OF UNDERSTANDING**

**(Notorised)**

This memorandum of understanding is made between Party no. 1, \_\_\_\_\_ (Vendor/ Tenderer/Contractor Name along with registered office address) and party no.2 \_\_\_\_\_ (Name of OEM Company i.e. Original Equipment Manufacturer/ Company vendor/ Authorized Dealer) Having its registered office at \_\_\_\_\_ (Address of OEM/ Company vendor/ Authorized Dealer).

We are authorizing party no 1 to participate for the following tender work of **JARIPATKA Branch, Central Bank Of India, New Premises, Distt. Nagpur (M.S.)**. for the following work:

**Providing & Commissioning of Air-Conditioning Works for, JARIPATKA Branch, Central Bank Of India, New Premises, Distt. Nagpur (M.S.).**

With this memorandum reached between party no 1 & Party no. 2 mentioned above, the party no.2 hereby undertakes that the \_\_\_\_\_ (Name of Air-Conditioning System) of good quality manufactured by them shall be supplied to party no. 1.

The party no 2 hereby undertakes that it shall be wholly responsible for any problem in the quality of material supplied to the party no 1 & unconditionally the short coming in the work will be corrected by party no. 2

M/s. \_\_\_\_\_  
M/s. \_\_\_\_\_ (Name of Vendor/Tenderer/Contractor with Seal)  
(Name of the OEM Company vendor/

Authorized Dealer with Seal)

Party No. 1

Party No. 2

Witness

1. \_\_\_\_\_

2. \_\_\_\_\_



### Safety Codes

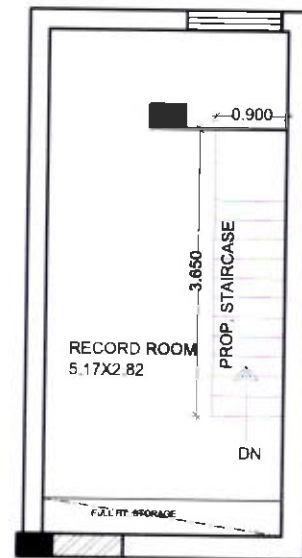
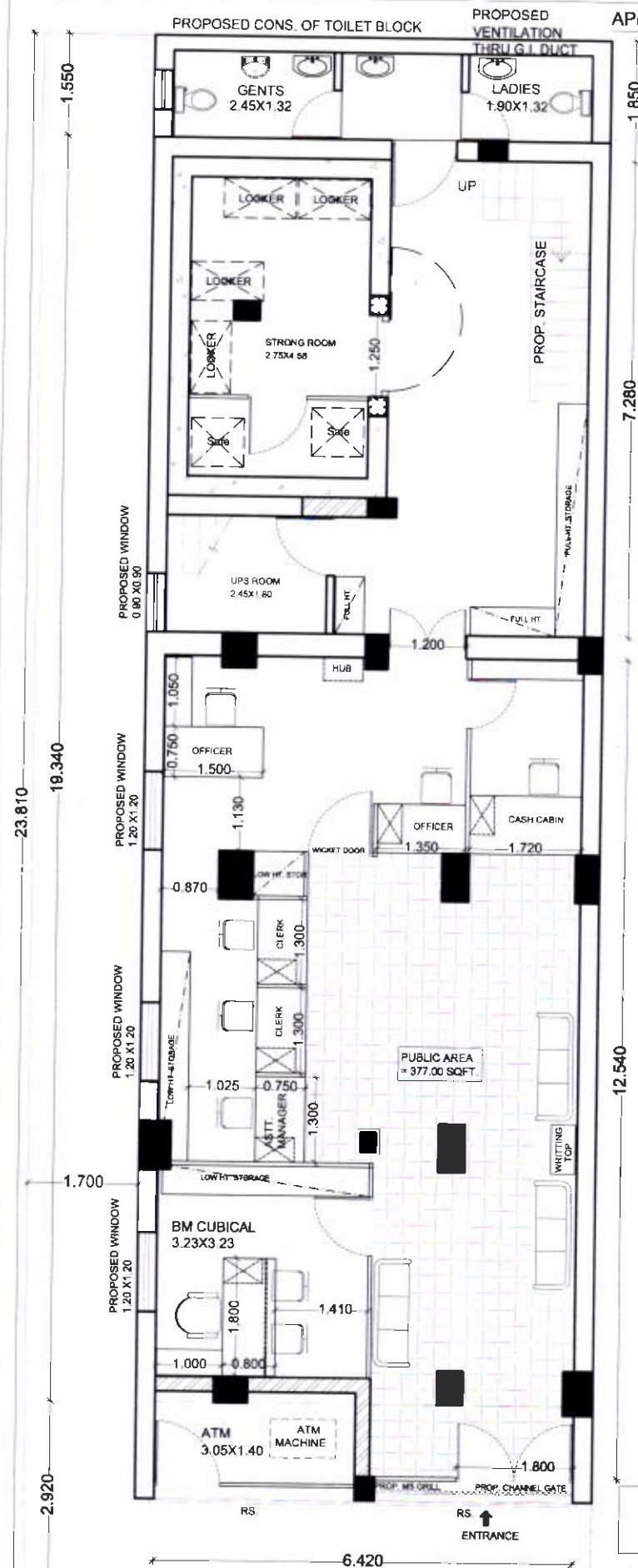
- (i) Suitable scaffolds should be provided for workmen for all works that cannot safely be done from the ground, or from solid construction except such short period work as can be done safely from ladders. When a ladder is used an extra mazdoor shall be engaged for holding the ladder and if the ladder used for carrying material as will, suitable footholds and hand holds shall be provided on the ladder and the ladder shall be given an inclination not steeper than 1/4 to 1 (1/4) horizontal and 1 vertical)
- (ii) Scaffolding or staging more than 4m. above the ground or floor, swung or suspended from an overhead support or erected with stationary support shall have a guard rail properly attached bolted, braced and otherwise secured at least 3 feet high above the floor or platform of such scaffoldings or staging and extending along the entire length of the outside and ends thereof with only such opening as may be necessary for the delivery of materials. Such scaffolding or staging shall be so fastened as to prevent it from swaying from the building or structure.
- (iii) Working platform, gangways, and stairways should be so constructed that they should not sag unduly or unequally, and if the height of the platform or the gangway or the stairway is more than 12 feet above the ground level on the floor level. They should be closely boarded, should have adequate width and should be suitably fastened, as described in (ii) above.
- (iv) Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be -3'0". Wherever there are open excavations in ground, they shall be fenced off by suitable railing and danger signals installed at night so as to prevent persons slipping into the excavations.
- (v) Safe means of access shall be provided to all working platforms and the working places. Every ladder shall be securely fixed. No portable single ladder shall be over 9m. in length while the width between side rail in rung ladder width shall in no case be less than 290mm. for ladder up to and including 3m. in length. For longer ladders this width should be increased at least 20mm. for each additional meter or length.
- (vi) All personnel of the contractor working within the plant site shall be provided with safety helmets. All welders shall wear welding goggles while doing welding work and all metal workers shall be provided with safety gloves. Persons employed on metal cutting and grinding shall wear safety glasses.
- (vii) Adequate precautions shall be taken to prevent danger from electrical equipment. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or the public.



**IMPORTANT:**

**THE CONTRACTORS SHALL QUOTE THE EXACT WORKING RATES OF ITEMS & NO REBATE /DISCOUNT IN PERCENTAGES SHALL BE CONSIDERED AS IT IS AN ITEM RATE TENDER WITH THE PRICE BID, THE RATES QUOTED WILL ONLY BE TAKEN INTO ACCOUNT. HOWEVER DURING THE PERIOD OF NEGOTIATION IF ANY AS THE AUTHORITIES MAY DEEM FIT TO SHALL BE CONSIDERED DURING THE PROCESS OF NEGOTIATIONS WHILE ACCEPTANCE OF THE TENDER.**





### FIRST FLOOR PLAN

TOTAL CARPET AREA  
LIMITED TO 1600.00 Sqft

PROPOSED LEAOUT PLAN OF NEW PRIMISES  
FOR CENTRAL BANK OF INDIA, JARIPATKA  
BRANCH, DISTT. - NAGPUR (M.S.)

FURNI. LAYOUT PLAN

DHG No. - 01

E SCALE 50

DATE	12/11/2024
FILE #	B-1069

DEALT	SINGH
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ARCHITECT :

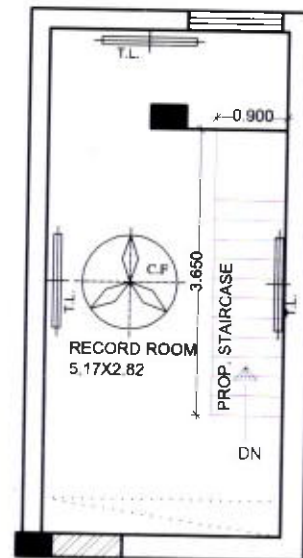
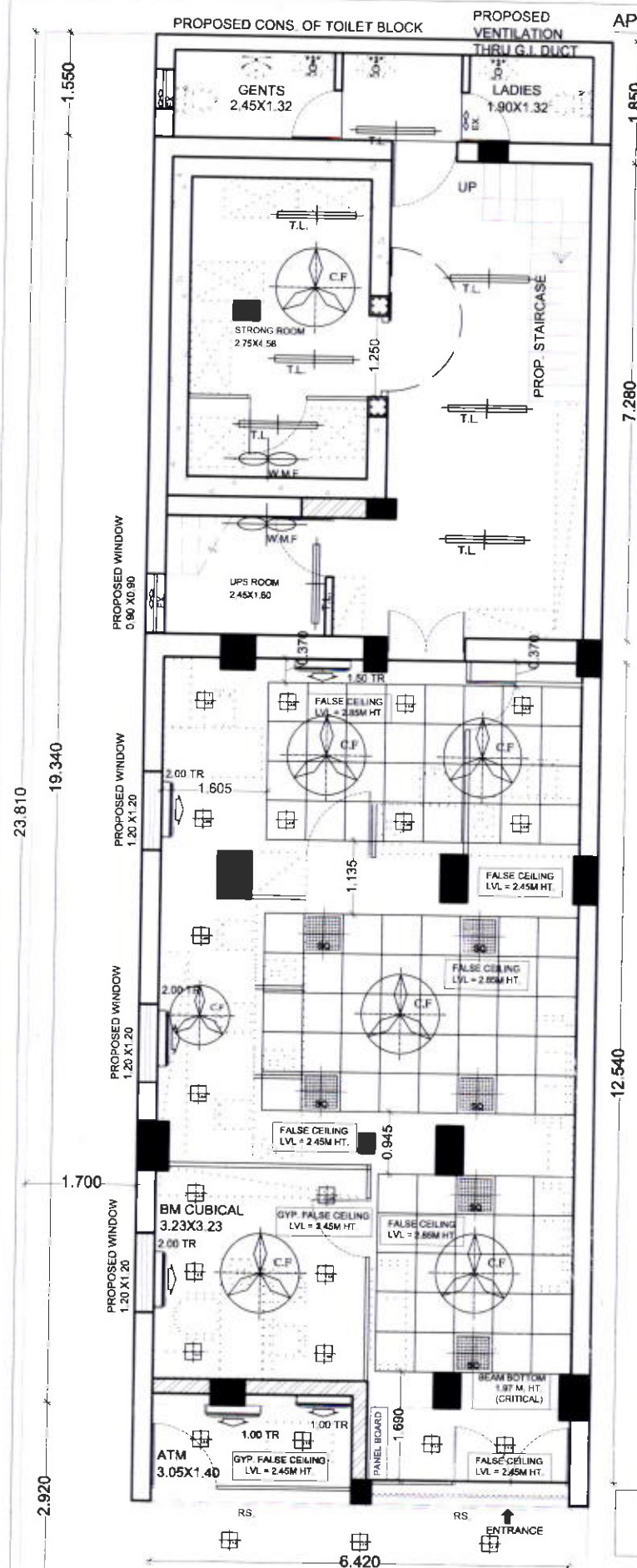
ARCHITECT :  
ASHISH S. NASHINEB. ARCH, M. I. C. A., A.  
49. B. A. I. N. A. T. A. R.

49, BANGALURU  
NAGPUR - 10

PH No. 2231679, 2240




















### FIRST FLOOR PLAN

LEGEND

	CEILING FAN	
	1.20 MT Dia 07 Nos.	08 Nos.
	0.90 MT Dia 01 No.	
	LED INDUSTRIAL TUBE LIGHT	11 Nos.
	LED LIGHT	23 Nos.
	LED SQ PANEL (600X600 MM)	06 Nos.
	WALL MOUNTED FAN	02 Nos.
	EXHAUST FAN	03 Nos.
	LIGHT POINT	03 Nos.
	SWITCH BOARD	8 Nos.
	POWER POINT	07 Nos.
	AIR CONDITIONER	06 Nos.
	C.C. CAMERA	07 Nos.
	H.I Wall AC	
	1.0 TR	02 Nos.
	1.50 TR	01 Nos.
	2.0 TR	03 Nos.

TOTAL CARPET AREA  
LIMITED TO 1600.00 Sqft

PROPOSED LEAOUT PLAN OF NEW PREMISES  
FOR CENTRAL BANK OF INDIA, JARIPATKA  
BRANCH, DISTT.- NAGPUR (M.S.)

	FURNI. LAYOUT PLAN	ARCHITECT :-
	DRG No. :- 01	ASHISH S. NASHINE
	SCALE :-	B. ARCH., M. I. C. A., A. I. E. A.
	DATE :- 12/11/2024	49, BALAJI NAGAR
	DEALT :- SINGH	NAGPUR - 10
		PH. NO. 2231879, 2240870