

**REQUEST FOR QUOTATION**  
**FOR**  
**REPAIR OF OFFICE AND RESIDENTIAL**  
**BUILDING OF CENTRAL BANK OF INDIA,**  
**BHANGAGARH PREMISES**  
**(PART-I & II)**

QUOTATION NO. :

NAME OF BIDDER: .....

ADRESS:.....  
.....

DATE:

Add:

## **PART-I**

### **Notice of Invitation of Bid**

**OFFICE MEMORANDUM /2022-21/**

**Dated : 13.04.2022**

Sealed Quotations are invited in urgent basis from competent Vendors for the repair of office and residential building of Central Bank Of India, Bhangagarh, Guwahati - 781005 premises for which the documents can be collected from BSD- Zonal Office, Guwahati, located at 2<sup>nd</sup> floor Central Bank Of India building, Shaktigarh Path near Senco Gold Showroom, Bhangagarh, Guwahati – 781005 or can be downloaded from our Bank's website [www.centralbankofindia.co.in](http://www.centralbankofindia.co.in) from 16.04.2022

Starting date of Tender	16.04.2022 from Bank's website <a href="http://www.centralbankofindia.co.in">www.centralbankofindia.co.in</a> . The Tender document can also be collected from our Zonal Office, Guwahati
Time and Last date of Submission	<b>On and before 3:00 pm on 30.04.2022 to Zonal Manager- Guwahati</b>
Opening of quotation	<b>At 4:00 pm 03.05.2022</b>
Scope of work	<b>As per PART II</b>
Validity of the Quotation	15 Calendar Days.
Labor charges, Transportation and Lifting of Material	The amount quoted should include Labor charges, cost of transportation, Caring, wastages and lifting for all leads, work, Cass etc.
Eligibility criteria	Only Empanel Vendors of Zonal Office - Guwahati can apply or eligibility as per enclosed application form.
Tender Fee	500/- Non Refundable in favor of "CENTRAL BANK OF INDIA" (Cheque/DD)
Terms of Payment	Full and Final Payment will be made after successful completion of Work.
Details of IEM	Shri Trivikram Nath Tiwari, mail id – <a href="mailto:trivikramnt@yahoo.co.in">trivikramnt@yahoo.co.in</a>
Tender	Envelope-I: Shall contain all the covering letter/ Pages duly signed and sealed.  Envelope- II Shall contains the Price Bid, dully filled in the Provided Price Bid Tender Document.

Note: The bank is not bound to accept the lowest quotation & reserves the right to accept or reject any or all the quotations without assigning any reason whatever.

**Zonal Head**

**Zonal Office- Guwahati**

Project Engineer: Nilesh Haldhar (Sr. Manager – Civil Engineer)

## **GENERAL TERMS & CONDITIONS: -**

1. Contractor is requested to inspect the site/premises, prior to submission of tender/quotation to acquaint with the site conditions.
2. Items to be carried out are listed in the attached Schedule of quantities. The Bank reserves the right to add/omit any items/partly or fully, without giving any reason.
3. The Contractor shall at his own expenses rectify the unsatisfactory works within 7 days. In case the Contractor fails to do so, Bank reserves the right to carry out the work through any other agency/agencies and such expenditure will be recovered from the Contractor in the due course of time.
4. All soil, filth, rubbish and other objectionable materials shall be at once carted away by the Contractor out of the premises/site as per local authority's rules in force, if any, at his own cost and expenditure. In absence of above the Bank may do so at the Contractor's risk and cost.
5. The Bank doesn't bind itself to accept the lowest or any tender and reserves itself the right to accept or reject any or all the tenders, without assigning any reasons for doing so.
6. The tenderers are requested to sign the tender form, and the schedule of quantities on all pages, otherwise the same shall be rejected.
7. No extras shall be paid for any minor alterations made in design/specifications, while work is in progress. The rate for any new/extra items shall be settled by the Bank, after getting necessary rate analysis from the Contractor.
8. No advance shall be paid.
9. Rates quoted in the tender/quotation should be valid for at least 90 days from the last date of receiving the tenders.
10. Contractor shall have to complete the work within 30 days from the date of receipt of the order.
11. In case, Contractor fails to complete the work in the said period, liquidated damages at a rate of Rs.500 /- per day will be levied till the work is completed in all respects (max. 10% of Contract Value).
12. 5% of total billed amount of work will be retained with the Bank till the completion of defects liability period of 6 ( Six ) months and shall be released after Six months, if there are no defects/complaints about the work done.
15. **The last date of submission of tender is 27.04.2022 p.m. on 3 p.m. addressed to Zonal Manager- Guwahati**

We accept the above conditions in total.

## **CONTRACTOR'S SIGNATURE & SEAL**

:1:

**APPLICATION FOR ELIGIBILITY CRITERIA FOR THOSE WHO  
ARE NOT EMPANELED.**

To,

**Zonal Manager,  
Central Bank of India,  
Zonal Office – Guwahati**

Dear Sir,

I / we have read and understood the instructions and the Terms & Conditions mentioned in the application form. I / we do hereby declare that the information furnished in the application and the supplementary sheets are correct to the best of my knowledge and belief.

I / we authorize Bank to approach our clients to verify the facts submitted by us.

Signature of applicant with seal

Name:

Designation:

Address:

Place

Date:

:2:

**Information to be furnished by the applicants**

1	Name of the Organisation		
2	Address with telephone no. and e-mail address if any.	Postal address	
		Telephone nos.	
		E-mail address	
3	Year of establishment		
4	Status of the firm (Enclose copy)		Proprietorship / partnership / limited / trust / any other (please specify)
5	Name of Directors/ Partners / Proprietor		i)  ii)  iii)
6	Name and address of Bankers		i)  ii)  iii)  iv)
7	Name of 3 projects of value not less than 60% of the upper value of the applied category executed during last three years by the firm. (Details to be furnished in proforma 1)		i)  ii)  iii)
8	Important major projects on which the firm is engaged at present and their estimated cost, stage of work viz. planning and construction, the full address of clients shall be indicated against each project. (Details to be furnished in proforma 3)		i)  ii)
9	If you are registered in Panel of other Organisation/ Statutory bodies such CPWD, PWD, MES, Banks, etc, furnish their name, Category and date of registration.		i)  ii)  iii)

:3:

### DETAILS OF REGISTRATION

Sr. no	Name of organisation / department	Registration no.	Date / year of registration	Enclosed proof	
1.	Registrar of firms and societies				
2.	Income tax department (mention PAN no. with copy of latest income tax clearance certificate)				
3.	GST				
4.	Details of EPF account and registration (If any)				

### FINANCIAL STATUS

Sr. no	Financial year	Turnover of the firm (in Rs. lacs)	Profit / loss	Enclosed certified copies of audited balance sheets / chartered accountant's certificate.	
				Yes	No
1	20.... – 20....				
2	20.... – 20....				
3	20.... – 20....				

Furnish copies of audited Balance Sheet and Profit & loss account (audited) for the last three years.

:4:

PROFORMA –1  
PARTICULARS IN RESPECT OF WORK EXECUTED

Sr. No	Name of the work/ project executed with address	Short description of work executed	Name and address of owner and consultant	Value of work executed	Stipulated time of completion	Date of commencement	Date of completion	Any other relevant information
1								
2								
3								
4								

Signature of the Applicant

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Note    The contractor shall mention only those works executed during last 3 years which fulfills the eligibility criteria on this page.  
The list is to substantiated with the documentary evidence such as work order and completion certificates in absence of which the application is liable to be rejected.  
Other works should be mentioned on separate sheet.

:5:

**PROFORMA –3**  
**PARTICULARS IN RESPECT OF WORK IN HAND**

Sr. No	Name of the work/ project executed with address	Short description of work executed	Name and address of owner and consultant	Value of work executed	Stipulated time of completion	Status Of Work	Any other relevant information
1							
2							
3							
4							

Signature of the Applicant

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Use separate sheet ,if required.



## OTHER INFORMATION

1. Work force permanently employed
  - i) Mason
  - ii) Carpenters
  - iii) Mechanics
  - iv) Electricians
  - v) Mates / helpers
  - vi) Others
  
2. Work shop / manufacturing unit facilities
  - i) Location
  - ii) Area
  - iii) Type of structure
  - iv) Type of facilities
  
3. List of major constructional equipment's in possession of the firm

List of Documents enclosed with application form.

1. Status of the Firm / Registration certificate / Memorandum of association
2. Income Tax clearance certificate.
3. EPF registration certificate ( If any)
4. Copies of proof regarding the work executed like work order and completion certificate.
5. Electrical contractor license ( If any)
6. Photograph of major work executed.
7. Certified copies of audited balance sheets / chartered accountants certificates.
8. Copy of power of attorney (wherever applicable)
9. Demand draft / pay order of Rs. 500/- in favor of Central Bank of India payable at.
10. Empanel Letter.
11. GST.

Note - please teak the certificates / documents attached.

## PART 2

### TECHNICAL SPECIFICATIONS

#### ***List of Approved Materials:***

1. The followings are a non-exhaustive list of preferred brand of materials to be used. In case of any items for which no brand is mentioned, then the Contractor may, after obtaining approval from Bank / Architect, use material of a popular brand readily available in the market. The Bank / Architect shall have the right to refuse to accept any items used by the Contractor without their consent, at any time of the execution of work or after completion and the Contractor is liable to replace the items with an approved one without any financial obligation on the part of the Bank.

#### ***Building Works:***

SL NO	MATERIALS / ITEMS	SPECIFICATIONS / BRAND
1	Cement	ACC / Ultra-Tech / Ambuja or equivalent
2	MS Reinforcement	TISCON / Elegant / SRMB or equivalent
3	White Cement-based Wall Putty	Birla White Wall Care or equivalent
4	Cement-based Paint	Snowcem Plus / Durocem / Seacem Plus or equivalent
5	Acrylic Distemper Paint	Maxilite / Tractor Acrylic or equivalent
6	Synthetic Enamel Paint	Dulux Gloss / Luxol / Apcolite or equivalent
7	Standard Acrylic Emulsion Paint	ICI Supreme 3 in 1 / Asian Paints Premium Emulsion or equivalent
8	Luxury Acrylic Emulsion Paint	ICI Velvet Touch / Berger Silk / Royal Luxury Emulsion or equivalent
9	Exterior Textured Paint	Weathercoat Textured / Weathershield Tex / Sandtex Matt or equivalent
10	Exterior Acrylic Emulsion Paint: Normal	ICI Supercoat / Ace / Walmasta or equivalent
11	Exterior Acrylic Emulsion Paint: 100% Premium Acrylic	Weathershield / Weathercoat / Snowcryl XT / Apex or equivalent
12	Exterior Acrylic Emulsion Paint: Super Protective 100% Acrylic	Weathershield Max / Apex Ultima or equivalent
13	Rust Removing Agent	Pagel Rustop / Sika Rust off or equivalent
14	Polymer-base Anti-corrosive Paint	Sika Rustop / Barcote or equivalent
15	Bonding Agent	Sika Highbond / Cico Bond EPO / Page EHI or equivalent
16	Synthetic Rubber Emulsion	Sika Latex Power / Pagel Crete A / Cico Supaplast or equivalent
17	Water Proofing Admixture	Sika Plastocrete Super / Cico Supaplast or equivalent
18	Polyster Fibre Anti-shrinkage Admixture	Recron – 3S
19	Polymerised Adhesive	Sika Tilofix / MYK Leticrete or equivalent
20	Epoxy Grouting Material	Sika TilogROUT / Latapoxy SP – 100 or equivalent

Sr. No.	Description of Work	Unit	Qty	Rate	amount
1	Erection of all damaged Cement Plaster, Mortar Loose RCC, Plaster Patches from wall and Roof, Throwing out all the debris from the premises	LS	1		
2	Cleaning os Surface by watering and brushing, applying of fibre polymer Spray for bounding purpose	LS	1		
3	Providing and fixing Chicken Mesh	Rft	2600		
4	Plastering of Cement Mortar (1:2:4), avg thickness 16 mm complete in all respect as per norms	Sqft	14500		
5	Painting work , POP, Primer and two coat of Plastic emulsion Paint of approved make such as Asian, Berger, Nerolac etc (Including scaffolding)	Sqft	16000		
	Total				

In Words: \_\_\_\_\_ + GST

**CONTRACTOR'S SIGNATURE & SEAL**