



Central Bank of India

Regional Office, Surat

Add: 1st floor, 1/930 Narimabad Building, Athugar Street,
Nanpur, Surat.

Tender

❖ NAME OF THE WORK:

**SHIFTING OF EXISTING FURNITURE AND RENOVATION OF BULSAR BRANCH UNDER SURAT
REGIONAL OFFICE**

Regional MANAGER
REGIONAL OFFICE
Surat,
Mail ID- gadsuraro@centralbank.co.in

NAME: Shri Trivikram Nath Tiwari
MAIL ID: trivikramnt@yahoo.co.in

NAME: Shri Jagdip Narayan Singh
MAIL ID: Jagadipsingh@yahoo.com
Contact no. 011-61515609

CENTRAL BANK OF INDIA

TENDER NOTICE

Item wise sealed tenders are invited from **Bank's Empanelled Contractors** for
**SHIFTING OF EXISTING FURNITURE AND RENOVATION OF BULSAR BRANCH UNDER SURAT
REGIONAL OFFICE**

Issuance	Tender forms will be available on Bank's website www.Centralbankofindia.co.in from 09.06.2022 .
Tender Fee (Non refundable)	Rs.500.00 (Rupees Five Hundred only) by demand draft in favor of Central Bank of India payable at Surat.
Last date for submission of the Tenders	16.06.2022 upto 2.00 pm
Place of submission of Tender	General Administration Department, Regional Office Surat, 1st floor, 1/930 Narimabad Building, Athugar Street, Nanpur, Surat.
Date of Opening of Tender	16.06.2022, 4.00 pm
Place of Opening of Tender	General Administration Department, Regional Office Surat, 1st floor, 1/930 Narimabad Building, Athugar Street, Nanpur, Surat. Note:- Vendors are advised to make presence of themselves at the time of opening of tenders.

**Regional Head
Regional Office Surat**

TENDER DOCUMENT ISSUING LETTER

**LETTER ISSUING TENDER DOCUMENT FOR - SHIFTING OF EXISTING FURNITURE AND
RENOVATION OF BULSAR BRANCH UNDER SURAT REGIONAL OFFICE**

Name of Tenderer :

Address of Tenderer :

**The Tender Document is issued on Dtd : 09.06.2022
CENTRAL BANK OF INDIA**

[Type text]

**To,
The Regional Head,
Regional Office Surat
Central Bank of India.**

Dear Sir.

With reference to the tender invited by you for the work. I/We hereby offer to execute the work under contract at the respective rates mentioned in the schedule of quantities.

I/We have seen the site of Bulsar branch understood the general conditions of contract, special conditions, additional conditions.

I/We agree to execute the work as per specifications, general conditions of contract, special conditions, and additional conditions.

I/we do hereby agree that the sum shall be forfeited by the bank in event our tender is accepted & I/We fail to execute the contract when required to do so.

I/we understand that you are not bound to accept the lowest or any other tender that you received.

Yours faithfully,

**(Contractor)
Signature of partner / prop. of the firm.**

[Type text]

CENTRAL BANK OF INDIA
Regional Office Surat

1st floor, 1/930 Narimabad Building, Athugar Street, Nanpur, Surat

**NAME OF WORK: SHIFTING OF EXISTING FURNITURE AND RENOVATION OF BULSAR
BRANCH UNDER SURAT REGIONAL OFFICE**

GENERAL SUMMARY OF COST SHEET

SR. NO. DESCRIPTION AMOUNT IN RS. _____

(In words: _____ **Only)**

SIGN OF CONTRACTOR

PLACE ADDRESS

DATE SEAL

GENERAL CONDITIONS

- 1) Sealed tenders should be address to **Regional Manager, Central Bank Of India, Regional office , Surat** and super scribed Name of work.

SHIFTING OF EXISTING FURNITURE AND RENOVATION OF BULSAR BRANCH UNDER SURAT REGIONAL OFFICE

and shall contain

- a) DD of tender fee.
 - b) Tender document with signature and stamp of contractor on all pages.
- (2) No tenders will be received after **2.00 PM ON 16.06.2022** and the tenders will be opened on **16.06.2022 AT 4.00 PM** or unless otherwise informed.
 - (3) The tenders will remain valid for a period of **6 months** from the date of opening of tenders, Bank reserves the right to accept or reject any or all the tenders without assigning any reason to do so. Bank does not bind itself for accepting the lowest tender.
 - (4) The tenderers should quote the rates in figures as well as in words.
 - (5) All ensures, corrections and alterations made while filling the tender must be attested by initials of tenders, overwriting of the figures is not permitted.
 - (6) The earnest money of the successful tender shall be adjusted in the security deposit.
 - (7) The Bank reserves the right to rejected any or all the tenders, accept part of any tender or entrust the entire work to any contractor or divide the work to more than one contractor (item wise) without assigning any reason or giving any explanation. The rates quoted by the contractor will hold good for this bifurcation and no compensation will be paid on this account.
 - (8) Joint tenders shall not be considered.
 - (9) Within 24 hours of receipt of Intimation regarding acceptance of his tender by the Bank, the tenderer should send his acceptance of the work order in writing. If the tenderer does not do that, or does not start the work within 24 hours of such intimation to him or fails to give justified reasons not to do so, acceptance of his tender would be withdrawn and Earnest Money Deposit would be liable to be forfeited.
 - (10) The rates quoted in the tender shall include all charges of scaffolding, lift, any tools and plants railway freight labor conditions and fluctuation in the rates, excise duty, sales tax, octroi and any other taxes or expenditure for carrying out the work.
 - (11) The Contractor will arrange for water and Electricity for completing the work. In case water and Electricity are already available at the site, same will be provided by the Bank free of cost.
 - (12) No escalation in rates will be allowed under any circumstances.
 - (13) The successful tenderer is bound to carry out entire work within the period stipulated in the Appendix. The tenderer will have to pay liquidated damages for non-completion of job within stipulated period at the rate of 0.25% per day after expiry of period of completion subject to maximum of 5% of the contract value.

- (14) The liquidated damages as mentioned above may not be enforced if the contractor applies sufficiently in advance for extension of time mentioning the unavoidable reasons for extension. The Bank shall, if in its opinion (which shall be final and binding upon the contractor) finds genuine reasons shown by the contractor for such request, grant suitable extension in time limit. Any claim for damage or compensation in relation there to by contractor is not permissible. Also other terms and conditions of the contract will remain unaltered in the extended period.
- (15) The successful tenderer is bound to carry out items of work necessary for completion of job even though the same are not included in the schedule of quantity. Rates of extra items will be derived from the tender. In case the rates do not exist in the tender and extra item is not similar to tender item, then the rates will be worked out on actual cost of material and labour, any other expenditure for completing that work plus 15% towards contractor's profit & overheads. For this contractor must submit the rate analysis supported by original vouchers for purchase and labor.
- (16) The contractor must co-operate with other contractors appointed by the Bank so that entire work shall proceed smoothly with least possible delay and to the satisfaction of the Bank.
- (17) Bank reserved their rights to qualify and disqualify any vendor without assigning any justification.
- (18) The contractor shall remove all rubbish etc. out of site/premises wash and clean the floors and hand over the site in proper and tidy condition on the completion of work.
- (19) The tenderer shall acquaint himself with the site conditions making his own arrangement for storing of material at site lift, cartage etc.
- (20) Contractor shall shift furniture, cupboards records, for the purpose of painting and re-arrange the same as directed. No extra charge shall be paid for the same.
- (21) Contractor shall be prepared to work at times convenient to the Bank. No charges shall be paid for the same.
- (22) **5%** percent of the value of work done shall be deducted as retention money from the running bill of the contractor, which shall be released after the defects liability period, provided no defects are noticed during the period.
- (23) The contractor will attend to all defects noticed during defect liability period. If the contractor fails to attend to the defects within a reasonable time these defects will be rectified by the Bank and the expenditure incurred on this account will be recovered from security deposit, or any other money due on to time.
- (24) The contractor shall make adequate arrangement for watch and ward of his material and shall ensure the safety, breakage and any theft of material fixed or unfixed by him or other sub-contractors.
- (25) The work executed should be got approved by the Bank and contractor shall rectify and bad workmanship pointed out at any stage and remove from site all the rejected material

- (26) The contractor shall be responsible for application of labour laws, compensation for injury and accident to person, whether employed by his or by his sub-contractor.
- (27) The contractor will take necessary precautions for carrying out the work avoiding any damage to fixed or loose furniture, structures/decorative parts of the property. The contractor will rectify any damages done at his cost.
- (28) The contractor shall ensure that workmen employed by him for execution of work are suitably covered against Workmen's Compensation Act and that all liabilities arising out of Workmen's Compensation Act, ESIS and other legislative enactments applicable, to such works and workmen shall be to the contractor's account.
- (29) The Contractor shall inform the Bank to check quality/measurements of any work which is likely to be hidden before covering.
- (30) The contractor will submit running Bills for the value of work done not less than interim payments (as mentioned in the Appendix) mentioning full nomenclatures of items, rates, amount, measurement sheet, reasons for part rates claimed, if any.
- (31) In case of non-completion or delay in completion of work or removal of defects in time, the Bank shall be free to appoint another agency to get the job done at contractor's risk and cost.
- (32) Income-Tax at the rate of **2.04%** (or Applicable rate) of the Bill Amount will be deducted at source from the contractor's bill and will be deposited with the I.T.O as per rules.
- (33) The Bank may delay the progress of work without, in any way, vitiating the contract and grant such extension of time for the commencement/completion of the contract as it may think proper and sufficient in consequence of such delay and the contractor shall not make claim for compensation of damages in relation thereof.
- (34) The Contractor will not execute any extra item without Bank's permission in writing.
- (35) The quantities mentioned in the schedule of quantities are approximate. Payment will be on actual work done by the contractor. However the contractor should not deviate the quantity without Bank's permission.
- (36) Conditional tenders quoted by the tender is liable to be rejected.
- (37) The Bank has a right to alter the nature of work and to add or omit any items of work or to have the option of the same carried out departmentally or otherwise and such alterations or variations shall be carried out without prejudice to this contract.
- (38) The Bank has right to terminate the contract, if the contractor abandons the work, or fails to commence and complete the work in time, or fails to abide by the contract conditions.
- (39) Measurement for all items shall be taken as per actual work done and no claim for any wastage in all material shall be considered.
- (40) Contractor has to prepare sample of chair, table and part counter for the approval of the Bank.

- (41) Contractor must quote balanced rates as quantities mentioned in the tender are approximate and may vary to any extent. No extra shall be given on this account.
- (42) All the Electrical work shall confirm to relevant ISI. Contractor shall provide all necessary Test Certificate required by the Bank.
- (43) The contractor should inspect the sites before quoting the rates.
- (44) The contractor shall place order immediately after hearing the approval of the tender of the material required for the work in order to get them on site well in advance of their requirement. Sample of each material should be got approved in advance.
- (45) The contractor shall have to make necessary arrangements for proper storage of the materials and will be responsible for any loss of material due to theft or otherwise.
- (46) The items of work will be measured as per standard mode of measurements as laid down by I.S.I
- (47) The quantities given in the Bills of quantities are approximate and given as a guide to tenderer and are liable to variations.
- (48) Contractor shall be paid for the actual measured quantities of work executed by him.
- (49) The contractor while executing the work during the working hours of the Bank shall take care that disturbance is not created to Bank's staff and customer during the office hours. The contractor should also keep the banking hall in a reasonably good condition during banking hours.
- (50) Contractor has to submit Photographs of the completed furnishing work in duplicate along with soft copy in from of C.D.
- (51) Contractor shall have prepared any No of samples as directed by Architect/Bank before finalizing of scheme. For this No extra payment shall made.
- (52) THE RATES SHOULD BE EXCLUDING ALL TAXES.**
- (53) Tender Fee: 500.00 in form of DD in favor of Central Bank of India.
- (54) Tender, without tender fee will be rejected.

Banks reserves the right to select any of the manufactures party from the above list and to add or delete names of the other parties as and when required

APPENDIX REFERRED TO IN THE GENERAL CONDITIONS

1. Defects liability period : 12 Months from the date of issue of virtual completion and handing over the site to bank
2. Date of commencement : Immediate on receipt of work order./ Handing over the site
3. Date of Completion : 15 Days from issue of Letter of intent./Work order
4. Stipulated period for completion : 15 Days
5. Minimum value of work done for interim payment : Only Full & Final payment to be made on successful completion of work
6. Interim Payment : Only Full & Final payment to be made.
7. Retention money for defects liability period : 5% of the total value of work
8. Liquidated damages for non-completion of work within stipulated period. : 0.25% per day subject to maximum of 5% of contract value.
9. Validity of the Tender : Six months from the last date of opening of the Tender.
10. Terms of Rates : The rates shall be at the site of the work and shall EXCLUDES OF TAXES.
11. Period of honouring interim Certificate : 15 Working days after the submission of the interim Certificate.
12. Period for honouring final Certificate : 60 working days after the submission of the Final Certificate.
13. Validity of Rates : The quoted Rates in the Tender shall remain valid till the completion of the work. No escalation in rates shall be allowed.

- 14.. Extra Items : The contractor shall not execute the item for which the rate cannot be derived form the Tender. He shall submit the Rate analysis for such item on actual cost plus 15% as over-heads, establishment charge and contractor's profit, and get it approved by Architect/Employer before starting the work of such items.
- 15.. Working Hours : Most of the work may take place at contractors workshop, However in case if the work is to be executed in a working premises of the Bank the same shall generally be execute after office hours of the Bank. I.E in the evening, nights and Bank holidays. The employer shall make necessary arrangements required or their part of such working. The work shall be carried out in such a way that minimum disturbance is caused to the functioning of the Bank Branch The Contractor shall make all necessary arrangement for cleaning the premises everyday and to ensure the complete safety of the furniture, machinery, computers, plants, equipment etc. lying in the premises and also provide safeguard from dust etc. For night working no extra charge shall be paid.
16. Contractor shall shift and rearrange necessary Furniture/Fixture to keep site tidy and clean protect office equipment by covering during execution. If contractor fails then Branch Manager shall employ other agency for the job and cost incurred shall be recovered from the bill Amount.
17. Electrician/Network Technician/Carpenter/A.C Technicians shall remain present at site at all the time during execution of work to avoid any power/Network failure/Disturbance of branch
18. Contractors shall have to make necessary temporary arrangement to the satisfaction of Branch Manager for Electrification/Data Cabling/Furnishing/A.C no extra payment shall made for this.

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19. On completion of work all contractor shall give detailed measurements/circuit diagram/List of materials used Test reports duly signed and sealed.
20. All hidden measurements must be got checked/recorded before concealing.
21. All material and makes shall be as per specifications any deviation will not be accepted without written permission of Architect/Bank

CENTRAL BANK OF INDIA

CONTRACTOR



**CENTRAL BANK OF INDIA
REGIONAL OFFICE, SURAT**

TENDER DOCUMENT

(FINANCIAL BID)

FOR

**SHIFTING OF EXISTING FURNITURE AND RENOVATION OF BULSAR BRANCH UNDER SURAT
REGIONAL OFFICE**

Sr.	Item	Unit	Qty.	Rate (Rs.)	Amount (Rs.)
1	Removing, Shifting, re-lamination, re-installation of existing workstation tables from old premises to new premises with change of handle, lock and minor carpentry repair work. This work also includes installation, fixing as per layout plan complete.	Nos.	9		
2	Removing, Shifting, re-lamination, re-installation of existing side storage/backside storage from old premises to new premises with change of handle, lock and minor carpentry repair work. This work also includes, cutting, fixing as per layout plan complete.	SFT	15		
3	<p>Full Height/Low height Solid Partition in BM Cabin and cash cabin: Supplying and erecting full height opaque partitions including teakwood frame of 4''x2''conforming to the following specifications-</p> <p>Basic frame work: 2'' x 1.5'' Salwood/ aluminium sections at maximum 600 mm horizontal & vertical Spacing as per site conditions. Wooden/ aluminum members of partitions shall be rigidly fixed to the Ceiling, Floors, Beams, Doors & the Side Walls, whichever is applicable. The frame work shall be coated with anti-termite treatments or chemicals.</p> <p>Skin Membrane: Single layered 6 mm thick MR grade plywood on each face.</p> <p>Finishing: Both side finished with 1 mm thick laminate sheet of same or combination shades as per instruction with 4'' high skirting at top & bottom of Bank's pattern (Blue & Red).</p> <p>The open edges are to be blocked by teak wood bead of required size and design. All provisions to be made for all electrical, networking boxes onto partition framework at required heights/levels with necessary additional supports as directed.</p> <p>Note:- In case of false ceiling, the vertical members to be fixed to RCC ceiling but the area of partition payable will be below the false ceiling only.</p>	Sft	290		
4	Wooden paneling: Providing and fixing of wood boxing in 12mm thick ply finished with one side 1mm thick laminate.	Sft	8		
5	<p>Wall Strip (4.5''-5'' wide below false ceiling):- Providing and fixing wall strip over the existing wall madeup of 12 mm thick ply of approve make finish with 1.0 mm thick mica of approve make & shade. Open edges shall neatly finished.</p>	rft	120		
6	Alluminium partition -Providing and fixing of aluminum partition made up of 2½''x1½'' of 0.76 kg/m powder coated aluminum extruded tabular section with 5mm glass including necessary clips, rubber beading, alluminium beading and fixing to adjoin wall.	Sft	70		

[Type text]

7	Entrance Door:- Entrance door to be made out of 5-6 mm thk glass fixed in frame size made up (6"x1½" bottom , 2½"x1½" vertical & middle and 4"x1½" top) of powder coated alluminium extruded standard tubular sections of approved make and colour made including necessary clips, rubber beading, aluminum beading, SS designer handle 200mm long, 3 hinges, lock all complete.	Sft	22		
8	Providing and fixing of door clouser at entrance gate,cash cabin and server room	Nos.	3		
9	Electrical Panel Cabinet: Providing and fixing Electric Panel Cover box with 2 shutters made of 18 mm thick Ply finished with 1.0 mm thick laminate in outside and painted inside all Complete with hardware fittings.	Sft	21		
10	Providing and fixing of both side laminated wicket door on 12-18mm plywood with all necessary hardware complete.	Sft	12		
11	Coustmer Ledge/Cheque drop box and notice board.- Removing, Shifting, re-lamination, re-installation of existing Coustmer Ledge/Cheque drop box and notice board from old premises to new premises with change of handle, lock and minor carpentry repair work. This work also includes installation, fixing as per layout plan complete.	Nos.	1		
				Total (Rs.)	
Grand Total (In words) Rs.					

Contractor Seal and sign-

[Type text] LIST OF APPROVED MATERIALS: Vendors are advised to Use the materials of below mentioned Brand only.	
MATERIAL	MANUFACTURER / BRAND NAME
False Ceiling	12.5mm thick gypsum board of “ GYPSUM INDIA LTD”
Ply	Century/ Green / Duro/ Archid / Samrat confirming to IS 303, IS 710 & IS 1659.
Armstrong Tiles	600X600, 12-15mm thick perforated tiles of “ ARMSTRONG PVT LTD”
Teak-Wood	First Quality, Seasoned Wood Free From All Defects
MDF/ Partition Board	Novapan, Greenlam, Archidlam, Century.
Mortice Locks, Night Latch	Godrej/Laxmi/Vijayan/Equivalent
Multi Purpose Locks	Godrej/ Dorset/ Link/ Harrison
Mouldings	Mouldings - T.W. Wood
Laminate	1mm thk Century, Formica
Glass	Modi Guard/ Saint Gobain/ Ashai
Screw / Nail	G.K.W., Nettle Fold
Hinges	Ozone/Magnum
Hardware	Ozone/Magnum/Everite
Floor Spring	Hemco/ Ozone/ Geze/ Dorma.
Hydraulic Door Closure	Hyper/ Amar/ Samrat/ Godrej/ Everite/ Allwin/ Garnish.
Adhesive	Fevicol
Paints	Asian, Deluxe
Cement	L&T, Acc
Vitrified Tiles	Naveen, Nitco, Asian, Somany, Marbonite, Kajaria, Jhonson
Ceramic Tiles	Nitco/Kajaria
Aluminum	Jindal/ Nalco/ Hindalco
Bonding/ Water Proofing Chemical	Bal/Roffe/Sunanda/Ciba
Sanitary Fittings	Parry Ware/Hindware
Plumbing Fittings	G.I.Pipes, Tata Make C-Class

