

BANK OF INDIA

HOWRAH ZONE

ESTATE & SERVICES DEPARTMENT

5, B.T.M. SARANI, 4th FLOOR KOLKATA-700 001

TENDER DOCUMENT

FOR

INTERIOR ELECTRICAL WORK

OF

"KABLE BRANCH"

AT

AT KABLE, DIST HOOGHLY

ISSUE TO M/S

.....

ADDRESS :

.....

C O N T E N T S

SL. NO.	SECTION NO.	DESCRIPTION
1.	I	TENDER NOTICE
2.	II	GENERAL INSTRUCTION TO TENDERERS
3.	III	LIST OF APPROVED MATERIALS FOR WORKS
4.	IV	SPECIFICATION & WORK SCHEDULE
5.	V	DRAWINGS

NOTICE INVITING TENDER

**Inviting bids from Empanelled Electrical Contractor of Bank of India
Howrah Zone for the following work.**

01	Name of work	Interior Electrical work of Kable Branch
02	Location	At Kable on Tarakeswar -Arambag Road and it is 18km from Tarakeswar Rly Stn. and 66km from Howrah Rly Stn. Via Dankuni.
03	Earnest Deposit Money	Earnest Deposit money Rs 1,000/- (Rupees one thousand Only) by crossed demand draft / Bankers cheque payable at Kolkata and drawn in favor of Bank of India.
04	Tender Documents Available	(i)Tender Documents available from Estate & Services Department of Zonal Office, Bank of India, Howrah Zone, 4th Floor, 5,B.T.M.Sarani, Kolkata-700 001 during office hours. OR (ii) Tender documents may be downloaded from bank website www.bankofindia.co.in Available up to 2pm on 05-04-2024
05	Submission of Tender Document	Tenders should be placed in sealed cover with the name of the work written on the envelopes and are to be submitted to the Zonal Manager, Estate & Services Department, Bank of India, Howrah Zonal Office, Kolkata,
		<p><u>ENVELOPE MARKED NO. 1, (“EMD & Forwarding letter)</u> Envelope marked no 1 shall contain the following Documents and should be properly sealed condition. This envelope which shall be endorsed on the outside. “EARNEST MONEY”</p> <ol style="list-style-type: none"> Forwarding letter (without mentioning the cost of Tender value). Earnest money deposit of Rs. 1,000/- in form of Demand Draft/ Bankers cheque in favor of Bank of India, payable at Kolkata. <p><u>ENVELOPE MARKED No.2 (“FINANCIAL/ PRICE BID”)</u> Envelope marked No.2 shall contain the duly filled in Priced Bid and envelop should be properly sealed condition This envelope which shall be endorsed on the outside. FINANCIAL/ PRICE BID”</p> <p><u>ENVELOPE MARKED NO. 3</u> Envelope marked No.3 should contain Envelope marked No. 1 & 2 in sealed condition. This envelope which shall be endorsed on the outside face “TENDER FOR INTERIOR ELECTRICAL WORK OF KABLE BRANCH”</p>

06	Place of Submission of tender Documents	<i>At Zonal Office (Estate & Services Department) , Bank of India, Howrah Zone, 4th Floor, 5,B.T.M.Sarani, Kolkata-700 001</i>
07	Last date and time of submission of Tender	Up to 4:00 pm on 06-04-2024
08	Time and date of opening of Bid	At 3.30pm on 08-04-2024
09	Time of completion	45 days
10	Validity of Tenders	<i>Two(2) weeks from the date of submission of Tender.</i>
11	Refund of EMD	<i>Earnest money will be refund to the un successful bidder within 15days from the date of issuing work order in favor of successful bidder. And the successful bidder will be refund at the time of completion of entire job work and released final payment.</i>
12	Staying arrangement of labourer group	<i>Bank will not permit/allow staying arrangement of any labourer within the branch premises after working hours. Contractor shall arrange own accommodation of labourer group.</i>
13	Disposal of debris	<i>All the debris related to the work to be disposed off by the contractor away from the site following all the rules and regulation of the local municipal authority</i>
14	Working hours	<i>Working hours is to be decided by branch Manager as per bank Security guidelines.</i>
15	Contact person of Bank of India	<i>Zonal office, Estate & Service Deptt , Mr. Shakti Prasad Satapathy Contract NO. 033 22623662/</i>

The Bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever

For
Bank of India.
Howrah Zone.

GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS

1. Tenderers are invited on behalf of Bank of India for Interior Electrical Work of KABLE BRANCH Premises.
2. The intending Tenderers shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the work, facilities of the work, facilities of the transport condition, effective labour and materials, access and storage for materials and removal of rubbish etc.
3. Tenderers in only printed forms issued by the Consultants/Bank should be placed in sealed covers addressed to Bank of India, Zonal Office, Howrah Zone, 4th Floor, 5, B.T.M. Sarani, Kolkata-700 001. The Tenderers should quote the figures as well as in words the rates and amount in figures only tendered by them. The language for filling Tender Documents shall be in English. The amount for each item should be marked out and requisite total given.
4. All correction shall be attested by the initials, of the Tenderers with the seal of the firm, in case any discrepancy / difference is found on checking between rates quoted by the contractor in words and figures or in the amount worked out by him, the following procedure shall be followed :
 - (a) When there is a difference between the rates in figures and in words, the rates which corresponds to, the amount worked out by the contractor, shall be taken correct.
 - (b) When the amount of any item is not worked out by the Contractor or it does not correspond which the rate written either in figure or in word, then the rate quoted by the Contractors in words shall be taken as correct.
 - (c) When the rate quoted by the Contractor in figures and in words tallies but the amount is not worked out correctly, rate quoted by the Contractor shall be taken as correct and not the amount.
 - (d) Amendments as mentioned above shall be based on the Tender marked original only.
5. The acceptance of a Tender with the Bank of India, Zonal Office, Howrah Zone, which does not bind itself to accept the lowest Tender and reserves to itself the authority to reject any or all the Tenders received without assignment of any reason. All Tenders in which of the prescribed conditions are fulfilled or are incomplete in any respect are liable to be rejected. The employer reserves the right to accept Tender in full or in part and the Tenderers shall have no claim for revision of rates or other conditions if his Tender is accepted in parts.
6. All rates shall be quoted on the proper form of the Tender alone. Special cares should be taken to write the rates in figures as well as in words and the amounts in figures only. The total amounts should be written in future. In case of figures the words Rs. Should be written before the figures of rupees and words paise after the decimal figures, e.g. Rs.2.15 and in case of words, the word Rupees should precede and the word "Paise" should be written closely following the amount and it should not be written in the next line.
7. Canvassing in connection in Tenders is strictly prohibited and tenders submitted by the Contractors who resort to canvassing will be liable to rejection.

8. Sales Tax or any other Tax on materials or on finished work in respect of this contract whether in vogue or likely to be imposed in future, shall be payable by the Contractor and the Employer will not entertain any claim whatsoever in this respect at any time. Rates should include all these Taxes.
However for GST, the amount as per applicable rate will be paid to the contractor over & above the bill amount. Thus contractors in their financial bid should not include GST. in their quoted rate but should mention GST extra over bid amount. The GST registration number should also be mentioned.
9. The Tender for work shall remain open for acceptance for a period of Two (2) weeks from the date of opening Tender. If any Tender withdraws his Tender before the said period, then the employer shall be a liberty to forfeit the earnest money paid along with the Tender.
10. It will be obligatory on the part of the Tenderer to tender and sign the Tender Documents for all the component parts.
11. A Certificate of Completion shall accompany the final bill of the Consultant. Payment of refunded in the manner as stated condition. In acceptance of payments of the final by the Contractor would indicate that he will have no further claim in respect of the work executed.
12. **CLEARING SITE ON COMPLETION & DURING WORK**
 - a) During work , removing and disposing of debris and clean work site daily.
 - b) On completion of the entire work the Contractor shall clear away and remove from the site all constructional plant, surplus materials, debris and temporary work of every kind and leave the whose of the site and the work clean and in a workmanlike conditions to the satisfaction of the Employee / Consultant.
13. **TERMS OF PAYMENT**
 - a) 90% to be released after completed the entire work and handed over to the satisfaction and Certification of the consultant / Branch Manager.
 - b) 10% to be released after the defect liability period of 6 months, without any interest.
14. **LIQUIDATED DAMAGE**

The delivery and installation should be adhered as stipulated time, failing which liquidated damages @ 0.5% per week subject to maximum of 10% of the total order value shall be levied.
15. **DISMISSAL OF WORKMEN**

The Contractor shall on the request of Owner immediately dismiss from works any person employed thereon by him, who may in the opinion of the Owner be unsuitable or incompetent or who may misconduct himself. Such discharges shall not be the basis of any claim for compensation or damages against the Owner or any of their officer or employee.
16. **NO COMPENSATION FOR ALTERATION IN, OR RESTRICTION OF WORK TO BE CARRIED OUT**

If at any time after the commencement of the work, the Owner shall for any reason whatsoever not

require the whole work thereof as specified in the tender to be carried out the Owner shall give notice in writing of the fact to the Contractor who shall have no claim to any payment or compensation whatsoever on account of any profit or advantage with which he might have derived from the execution of the work in full, but which he did not derive in consequence of the full amount of the work not having been carried out; neither shall he have any claim for compensation by reason of any alterations having been made in the original specification, drawing, design and instructions which shall involve any curtailment of the work as originally contemplated.

The Contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the case of delays may be, including delays arising out of modifications to the work entrusted to him or in any sub-contract connected therewith or delays in awarding Contracts for other trades if the project or in commencement or completion of such works or in procuring Government controlled or other building materials or in obtaining water and power connection for the work or for the other reason whatsoever and the Employer shall not be liable for any claim in respect thereof. The Employer does not accept liability for any sum besides the Tender amount, subject to such variation as are provided for herein.

17 Labours below 18years are not allow within the work site.

18. DECLARATION

I / We have inspected the site of works and have made me/us fully acquainted with the local conditions in and around the sites works. I / We hereby declare that I/We have gone through the conditions laid down in the Notice Inviting Tender, General Conditions of Contract, Technical Specifications and understood the same on the basis of the same I / We quoted our rates in the schedule of quantities with the tender document.

I / We shall also uniformly maintain such progress with the work, as may be directed by the Owner to ensure completion of the same within the target date as mentioned in the tender document.

19. TERMINATION OF CONTRACT BY EMPLOYER

If the Contractor being a Company go in to 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 this creditors or shall enter into a deed or arrangement with his creditors, or if the Official assignee in insolvency, or the receiver or the Contractor in insolvency, shall be unable, within fourteen days after notice to him requiring him to do so, to show the reasonable satisfaction of the employer that he is able to carry out an fulfill the Contractor, and if so required by the Employer to give reasonable security there of or if the Contractor shall suffer execution to be issued, or shall suffer any payment under this contract to be attached by or on behalf of and of the creditors of the Contractors, or shall assign, charged or encumber this contract or any payment due or which may become due to the Contractor, there under or shall neglect or fail to observed and performed by the Contractor within three clear days after the notice shall have been given to the Contractor observe or perform the same or shall used importer materials or workmanship in carrying on the work of 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 with due time agreed upon and shall failed to proceed to the satisfaction of the employer after three clear days notice requiring the Contractor so to do shall have been give to the Contractor as hereinafter mentioned or shall abandon the contract, then and in any of the said cases, the employer may notwithstanding previous waiver determine the contract by the notice in writing to the effect as hereinafter mentioned but without thereby effecting the powers of the employer

of the obligation and liabilities of the contractors the while of which shall continue on force as fully as if the contract had not been so determine as if the work subsequently executed had been executed by or on behalf of the Contractor.

IF THE CONTRACTOR HAS BEEN TERMINATED THE EMPLOYER RESERVES THE RIGHT TO RECTIFY THE ITEMS AND COMPLETE THE JOB IN THE RISK AND COST OF THE TERMINATED VENDOR BY ANY OTHER APPROVED VENDOR.

APPENDIX – I

01	Name of Work	Interior Electrical work of KABLE Branch
02	The site shall mean	The site shall mean the Bank of India Kable Branch
03	Location of Work	On 1 st floor at Kable on Tarakeswar -Arambag Road Dist Hooghly.
04	Scope of Work	As in 1 and 2 above and as further detailed in instruction Tenderer.
05	Date of Commencement Order	Within 7 (Seven) days from issue of work
06	Defect Liability Period	12 (Twelve) months from the date of final payment. After completion certificate issued by the Consultant / Employee.
07	Retention Percentage	10% of the execute project cost / final bill amount
08	Limit of Variation	No extra / additional work should be carried out by the Contractor without prior consent / approval. Any sample to be made shall be at Contractor's cost for approval. Consultant has right to reject the completed work if any defect found with the specification / work. Authority or Consultant has right to change the layout during / before / after work for requirement of Branch.
09	Insurance	Successful Contractor shall have to take out Statutory Labour Laws Workman Compensation Act, Insurance Policy / Comprehensive Insurance Policy for the during of the work covering aspects such as fire hazards, earthquake, their party risk etc. receipt of premium paid.
10	Completion Time	The entire job will be completed within 45days from the date of the Work Order.
11	Liquidated Damage	In the event of your failure to complete the work in all respect including site clearance and reinstatement of damage portion within the stipulated time. Liquidated damage @ 0.50% per week of delay shall be levied subject to a maximum of 10% of the total order value

12	Taxes & Duties	The tenderers must include in their tender prices quoted for all duties royalties, cess and sales tax or any other taxes or local charges if applicable. No extra claim on this account will in any case be
----	----------------	--

		entertained in future due to any increase in such taxes, duties, etc. and it is payable solely by the contractor. However for GST, it would be payable to the contractor as per applicable rate, over the actual/final bill amount. This GST need not be included in the quoted rate.
13	Period of Maintenance	12 months from certified virtual completion date.
14	% of Retention money from Interim Certificate as distinct from Initial Security Deposit.	10 % of value of work done
15	Time payment	Only up on completion of total project. No interim payment will be med.
15	Venue of Arbitration	Kolkata (West Bengal)
17	Jurisdiction of Court.	Kolkata (West Bengal)

TENDERER IS TO CHECK THAT THIS TENDER DOCUMENT INCLUDING INSTRUCTIONS, CONDITIONS, BILL OF QUANTITIES, DRAWING(S) ETC. ANY AMBIGUITY FOUND IN THE TENDER DOCUMENT SHALL BE BROUGHT TO THE NOTICE OF THE BANK / ARCHITECT IN WRITING BEFORE LAST DATE OF SUBMISSION OR ELSE THE TENDER IS LIABLE TO BE REJECTED CONSIDERING IT TO BE THE FAULT OF THE TENDERER.

Signature of Tenderer
(With company Seal)

DATE :

PLACE:

LIST OF APPROVED MAKE MATERIALS

SL. NO.	ITEM.	APPROVED MAKE.
1.	PVC insulated copper flexible wire (FRLS).	Havell's / Finolex / RR
2.	6 & 16 amp. Switch Piano & Modular Type, 5-in-1 combine, bell push, Electronic step Type fan Regulator, PVC Box & Plate Modular Type.	Anchor -Roma / Crabtree /MK/ABB/ SIEMENS.
3.	Bazzar, Bell & Ceiling Rose.	Anchor / MAX / KOLORS.
4.	Manual Side Handle TPN Main Switch.(SDF HRC)	L&T/ HPL./ legrand/SIEMENS.
5.	Manual Side Handel Chang-Over switch / Main Switch.	Standred / Havell's / SIEMENS.
6.	Miniature Circuit Breaker & MCB, Distribution Board, Isolator.	Standred / Havel's / SEIMENS/LEGRAND.
7.	Timer Switch, Contactor.	MDS Legrand / L & T/ LEGRAND
8.	Armoured ALU, Copper Cable.	/ Gloster / Crystal
9.	Fluorescent light fittings (all type) & Lamp / CFL Lamp.,LED light etc.	Philips / Havel's / Crompton
10.	Ceiling / Wall / Exhaust fan.	Crompton /Havel's/ Orient.
11.	A.C. starter with box & plate.	North-West/ Crabtree/Anchor-Roma.
12.	Cable socket & glands.	Dowell's/Arun/Comment.
13.	Rigid PVC conduit.	Plaza MMS/ BEC.
14.	Lamp holder (pendent, bracket or batten)	Anchor /SSK/KOLORS.
15	Any other details are mention in Tender BOQ	

Signature of Bidder
(With Seal)

**DETAIL SPECIFICATION & BILL OF QUANTITIES FOR INTERIOR
ELECTRICAL WORK OF KABLE BRANCH ON 1ST FLOOR**

Srl.	Description of Item	Unit	Qty.	Rate	Amount
1	Removing carefully all existing power point including socket, switch, wire, pipe etc. from existing location and staging within the premises of following				
a	Raw power point	Set	12		
b	UPS power point	Set	14		
c	DATA Cabling with IO box	Set	15		
2	<u>Raw power point wiring</u> Providing fitting, fixing & testing existing socket, board, face plate, switch etc. fitted on the new location with minor repairing. The Circuit line 2x2.5 Sqmm+1x1.5mmsq PVC insulated copper wire. laid in concealed / surface manner. The average distance of power point from main DB is 8 meters	Set	12		
3	<u>UPS power point wiring</u> Providing fitting, fixing & testing existing socket, board, face plate, switch etc. fitted on the new location with minor repairing. The Circuit line 2x2.5 Sqmm+1x1.5mmsq PVC insulated copper wire. laid in concealed / surface manner. The average distance of power point from main DB is 10 meters	Set	14		
4	<u>DATA Cabling</u> Providing laying testing CAT-6 existing Single IO box & socket with providing CAT-6 UTP Cable (DIGILINK/DIGISOL/ D-Link) The average distance is 10 meters	Set	15		
5	Removing existing electrical fittings from existing location and refixing the same on new location (asper layout) including connection with existing point. The additional Circuit line 1x1.5 Sqmm+1x1mmsq PVC insulated copper wire. The average distance is 3 meters	Point	20		

Srl.	Description of Item	Unit	Qty.	Rate	Amount
6	Providing and fixing Modular Switch/ Sockets cover plate and MS Boxes, wiring. Earthing of				

	all switch box, fans, 3rd pin of plug with 1.50mm copper wire. Embedding all conduits in walls Supplying, laying, connecting & testing of all points wiring by 2x1.5mmsq +1x1mmsq PVC insulated copper flexible wire The average distance of switch board for point is 8mt..in Manager's cabin				
a	One point control by 01 switch	Nos	2		
b	Two points control by 01 switch	Nos	2		
c	Wall oscillator fan point with separate socket & 6Amp switch	Nos	4		
7	Electrical Fixture				
a	595x595 36W LED panel lights (PHILLIPS- RC-370/ HAVELLS- PLUTO, LHEWEIP7PW1W028) to hang from ceiling	Set	2		
b	12W, round type 6" dia LED down light [PHILLIPS- ASTRA/ HAVELLS-5700K ENDURA DL NEO (LHEJNP7CPZ1W012).	Set	4		
c	High speed Wall Oscillator fan 400 mm Dia 230 volt A.C of (HAVELLS-SWING PLATINA WHITE /CG MAKE -CROMPTON HI FLO WAVE).	Set	4		
	Gross Total				

(Rupees.....only)

I/We have gone through the details specification of the quotation paper and work to be executed .I/We agree to complete the work in quoted price as above mentioned abiding by all rules, regulation specification mentioned in the quotation.

Date.....

Signature of Contractor with Seal

Mobile No & E-mail