

# CANARA BANK

## INVITATION TO TENDER

ONLY FOR EMPANELLED CONTRACTORS

OF

CIRCLE OFFICE KOLKATA

TENDER FROM ANY OTHER CONTRACTOR WILL BE SUMMARILY REJECTED

INSTRUCTION TO BIDERS

AND

GENERAL CONDITIONS OF CONTRACT

FOR

FURNISHING WORKS

AT

**CANARA BANK - BUDGE BUDGE BRANCH**

TENDER NO.: 96/24-25/AS

NAME OF THE CONTRACTOR: .....

.....

ADDRESS: .....

.....

SEAL & SIGNATURE OF TENDERER

## **NOTICE INVITING THE TENDER**

To,

M/s .....

Sealed tenders on item rate basis are invited from panel Contractors for **Interior furnishing Works at premises of BUDGE BUDGE Branch.**

Tender Documents may be obtained at free of cost from the Premises & Estate Section, Circle Office Canara Bank, Kolkata during working hours from **12.11.2024** till **19.11.2024**.

**Earnest Money Deposit : NIL**

**Period of completion : 20 days**

**Last date, time and place for Submission of tender : On or before 3:00 pm, 19.11.2024 to  
The Assistant General Manager,  
General Administration Section  
Canara Bank, Circle Office  
Kolkata**

**Time and date of opening of tender : 3.30 pm on 19.11.2024**

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.

**Assistant General Manager  
Premises & Estate Section  
Canara Bank, Circle Office  
Kolkata**

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Date: 12.11.2024

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## **GENERAL RULES & INSTRUCTIONS TO TENDERERS**

### **Name of the work: Furnishing Works to be carried out at premises of BUDGE BUDGE Branch**

The rates quoted shall also be inclusive of materials, labour charges, work contract tax, surcharge and all the taxes except GST.

**GST WILL BE PAID EXTRA.**

The rates quoted by the tenderer shall hold good till the completion of the work from the date of issue of the "WORK ORDER" and no enhancement in the rates are allowed during the period of execution of the work under any circumstances. The rates quoted shall also cover for the work to be executed before and after office hours and also on holidays.

The time stipulated for the completion of the work is 20 days from the date of issue of the WORK ORDER and the work is to be carried out as per the convenience of occupants without disturbing other occupants of the building.

#### **TENDERS:**

The entire set of tender paper issued to the tenderer should be submitted fully priced and also signed on the last page together with initials on every page. Initials / signatures will indicate the acceptance of tender papers by the tenderers.

The schedule of quantities shall be filled in as follows:

- The "rate" column to be legibly filled in ink in both English figures and words.
- 'Amount' column to be filled in for each item and the amount for each sub-head as detailed in the "schedule of quantities".
- All corrections to be initialed.
- The "Rate" column for all the items shall be filled up.
- The "Amount" column for the items for which the quantities are not mentioned shall not be filled up.
- In case of any errors / omissions in the quoted rates, the rates mentioned in the tender in words shall be taken as correct rates.

No modifications, over-writings or corrections can be made in the tender papers by the tenderer, but may at his option offer his comment or modifications in a separate sheet of paper attached to the original tender papers.

The Bank reserves the right to reject the lowest or any tender 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 tenderers should note that tender is strictly on the item rate basis and their attention is drawn to the fact that the rates for each and every item should be correct, workable and self-supporting. If called upon by the bank, detailed analysis of any or all the rates shall be submitted. The architects/bank shall not be bound to accept the contractor's analysis.

The Quantity mentioned in the BOQ is approximate measurements. The works will be paid for as "measured work" on the basis of actual work done and not as "lump sum" contract.

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

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The bank has power to add or delete any work or described in specifications or included in schedule of quantities and intimates the same in writing but no addition, omissions or variation shall be made by the contractor without authorization from the bank. No variation shall vitiate the contract. The bank reserves the right to delete any of the items in the tender without assigning any reasons whatsoever.

The tenderer shall note that his tender shall remain open for consideration for a period of 90 days from the date of opening of tender.

**AGREEMENT**

The successful contractor is required to sign agreement as may be drawn up to suit the local conditions and shall pay for all the stamps and legal expenses incidental thereto. The original will be kept with the Bank and duplicate with contractor.

**EARNEST MONEY AND SECURITY DEPOSIT:**

There is NO Earnest Money Required to deposit/ submit along with the bids. Retention Money shall be deducted from the final bill at 5% of the gross value of bill. The Retention amount will be refunded to the contractor 15 days after the end of defects liability period provided he has satisfactorily carried out all the work and attended to the entire defect in accordance with the condition of the contract. No interest is allowed on Retention Money.

A part of the Security Deposit if and as decided by the constituent bank can also be furnished in the form of a Bank Guarantee on the bank other than that of the constituent bank.

**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 the quantities and specifications taken together weather 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 contractor finds any discrepancies therein he shall immediately and in writing, refer the same to the Architects/Bank whose decision shall be final and binding.

The rates quoted against individual items will be inclusive of everything necessary to complete the said items of works within the contemplation of the contract, and beyond the unit price. No extra payments will be allowed for incidental or contingent labour and/or materials inclusive of all taxes and duties whatsoever except for specific items, if any, stipulated in tender documents

The contractor shall supply, fix and maintain at his own cost, for the execution of any work, all tools, tackles, machineries and equipments and all necessary scaffolding, staging and lighting by night as well as by day required not only for proper execution and protection of the said work.

The contractor shall take down and remove any or all such scaffoldings as occasion shall be required or when ordered to do so, and shall fully reinstate and make good all matters and things disturbed during the execution of work to the satisfaction of architect/bank.

The contractor shall all times give access to workers employed by the bank or any men employed at site and to provide such parties with proper sufficient and if required, special scaffolding and ladder and provide them lighting as may be required to enable such workmen to inspect the work, lay or fix pipes, Civil & furnishing wiring, special fittings etc. The quoted rates of tenderers shall accordingly include all these above-mentioned contingent works.

**LIQUIDATED DAMAGES:**

Should the work be not completed to the satisfaction of bank within the stipulated period, the contractor shall be bound pay the bank a sum calculated as given below by way of Liquidated Damages after the expiry of completion date

**.1.00% of the estimated amount shown in the tender per week subject to a ceiling of 10% of the accepted contract sum.**

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**TIME PERIOD FOR COMPLETION: 20 days from the date of award of work.**

#### **FINAL PAYMENTS**

The final bill shall be accompanied by a certificate of completion from the Occupant/Bank Officials. Payments of the final bill shall be made after deduction of retention money as specified in clause 9 of these conditions which sums shall be refunded after the completion of the defects liability period after receiving the banks certificate that the contractor has rectified all defects to the satisfaction of the banks. The acceptance of payments of the final bill by the contractor would indicate that he would have no further claims in respect of the work executed.

#### **ESCALATION:**

The rates 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, unless specifically provided in these documents.

#### **CONTRACTORS EMPLOYEES:**

The contractor shall employ technically qualify and competent supervisors for the work who shall be available [by turn] throughout the working hours to receive and comply with the instructions of the bank officials. The contractor shall engage at least one experienced engineer, as site in-charge for the execution of the work the contractor shall employ in connection with the work persons having appropriate skill or ability to perform their job efficiently. The contractor shall employ local labours on the work as far as possible. No laborers below age of 16 and who is not an Indian national shall be employed on the work. Any laborers supplied by the contractor to be engaged on the work on day-work basis either wholly or partly under the direct order or control of bank or its representative shall be deemed to a person employed by the contractor.

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

- a. Payments of minimum wages act
- b. Employers liabilities
- c. Workmen's compensation act
- d. Contract labour (regulation and abolition) act, 1970 and central rules 1971
- e. Apprentices act 1961
- f. Any other act or enactment relating thereto and rules framed there under from time to time

The contractor shall keep the bank saved harmless and indemnified against claims if any of the workmen and all costs and expenses as may be incurred by the bank in connection with any claim that may be made by any workmen.

The contractor shall comply at his own cost with the order of requirement of any health officer of state or any local authority or of the bank regarding the maintenance of proper environmental sanitary condition of the area.

The contractor shall arrange to provide first aid treatment to the laborers engaged on the works. He shall within 24 hrs of occurrence of any accident at or about the site or in connection with execution of work, report such accidents to the bank and also the competent authority where such report is required by law.

The contractor shall obtain all Risk Insurance Policy at their cost within 7 days of commencement of work, for the laborers/workmen working at the site including the work till the work is completed. The policy shall be in the joint name of the Bank and contractor and Bank's name shall appear First.

#### **PAYMENTS:**

The contractor, in the form prescribed by the bank shall prepare all the bills and submit the same to Bank with measurement of work. Normally one interim bill shall be prepared each

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month. Bank may release payment within 15 days of receipt of bills/after check measurement, after deduction of retention money, Income Tax etc. The contractor shall have a competent engineer at site for the supervision of the work.

The contractor shall have to make his own arrangements for watch and ward of the work/building, till the work is handed over to the bank.

The decision of the bank will be final and binding with regard to the quality of work is concerned.

The contractor is responsible for procuring the required materials for the work and stores the same at site at his cost and risk.

The amount stated in the interim certificate shall be the 75% of total value of the work executed up to date of the bill, less the amount to be retained by the bank as retention money. If the bank has supplied any materials or goods to the contractors, the cost of such materials will be progressively deducted from the amount due to the contractor on accordance with the quantities consumed in the work. All the interim payments shall be regarded as payments by way of advance against the final payment only and not as payments for works actually done and completed and shall not preclude the requiring of bad, unsound or 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 there of if any respect or accruing of any claim nor shall it conclude, determine of effect in any way the power if the bank under conditions or any of them add to the final settlement and adjustment of the accounts or otherwise or in any other way or affect the contract.

The contractor shall submit the final bill within one month from the date of completion of the work. A certificate of completion from the bank shall accompany the final bill. The payment of the final bill shall be made after deduction of retention money as specified elsewhere in these documents.

#### **ARBITRATION:**

All disputes or differences of any kind whatsoever which shall at any time arise between the parties here to touching or concerning the works or the execution or maintenance thereof of this contract or the rights touching or concerning the works or the execution of maintenance thereof of this contractor or the construction remaining operation or effect thereof or to the rights or liabilities of the parties are 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 the contract expressed to be final and binding] shall after written notice by either party to the contract to the other of them and to the employer hereinafter mention to deal referred for adjudication to a sour arbitrator to be appointed as hereinafter provided.

For the purpose of appointing the sole arbitrator referred to above, the employer will send within 30 days of receipt of the notice, to the contractor a panel of 3 names 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 person's name to be appointed as a sole arbitrator and communicate his name to the employer within 30 days of the receipt of the names. The employer shall thereupon without any delay appoint the person as the sole arbitrator. If the contractor fails to communicate such selection as provided above within the period specified, the competent authority shall make the selection and appoint the selected person as the sole arbitrator.

If the employer fails to send to the contractor the panel of 3 names as aforesaid within the period specified, the contractor shall send to the employer a panel of 3 names of persons who shall be unconnected with either party. The employer shall on receipt of the name as aforesaid select anyone of the person's names and appoint him sole arbitrator. If the employer fails to select the person and appoint him as a sole arbitrator within 30 days of the receipt of the panel and inform the contractor accordingly, the contractor shall be entitled to appoint

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one of the persons from the panel as the sole arbitrator and communicate his name to the employer.

If the arbitrator as appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever another sole arbitrator shall be appointed as aforesaid.

The work under contract shall, however, continue during arbitration proceedings and 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 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 parties, enlarge the time or making and publishing the award.

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

The fee, if any, of the arbitrator shall, if required to be paid before the award is made and published, be 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 costs or any part thereof shall be paid and may fix or settle the 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 1940 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 the clause shall be a condition precedent to action under the contract with regard to the matters hereby expressly agreed to be so referred to arbitration.

**Date:**

**Signature of the Contractor  
With seal and address**

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SCHEDULE OF WORKS FOR CIVIL & INTERIOR FURNISHING WORKS AT BUDGE BUDGE BRANCH & ATM					
ITEM NO.	DESCRIPTION	QNTY.	UNIT	RATE RS. P.	AMOUNT RS. P.
1	<p>LOW HEIGHT SOLID/PARTLY GLAZED WOODEN PARTITIONS IN COUNTER</p> <p>FRONT &amp; SIDE PARTITIONS &amp; UPS BATTERY RM.</p> <p>Supplying and erecting low height opaque partitions ( from 1'-6" - 4FT/5FT high)</p> <p>as per drawing and conforming to the following specifications :</p> <p><u>Basic Framework</u> : Well seasoned Malaysian sal wood</p> <p>sections, treated with two coats of wood preservatives, 50mm</p> <p>x 50mm (minimum) at maximum 600 mm horizontal or</p> <p>vertical spacing as per site conditions. Vertical Members shall</p> <p>be suitably anchored and at ceiling level to ensure rigidity.</p> <p><u>Skin Membrane</u> : 6 mm thick BWR grade plywood on each</p> <p>face with 4 mm grooves formed as per drawings/instructions.</p> <p><u>Finishing</u> : 1.0mm thick laminate sheet of combination shades as per</p> <p>instructions on both sides.</p> <p>Quoted rates shall include all necessary materials,accessories</p> <p>and also allow provisions for electrical/telephone/computer</p> <p>wiring conduits and switch boxes, etc ( Materials of wiring</p> <p>conduits and switch boxes shall be separately paid for.)</p>	350	sqft.		
2	<p>FULL HEIGHT PARTLY GLAZED WOODEN PARTITIONS in BM's ROOM</p> <p>Supplying and erecting full height partlyglazed partition (varying from</p> <p>8'6" to 10ft high) as per drawing and conforming to the following</p> <p>specifications :</p> <p><u>Basic Framework</u> : Well seasoned Malaysian sal wood</p> <p>sections, treated with two coats of wood preservatives, 50mm</p> <p>x 50mm (minimum) at maximum 600 mm horizontal or</p> <p>vertical spacing as per site conditions.</p> <p><u>Skin Membrane</u> : (Opaque portion upto 900mm from floor</p> <p>level with 1x6 mm thick BWR grade plywood on each face</p> <p>with 4x4mm grooves formed at the top layer as per drawings/instructions.</p>				

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	<b>Glazing : 8mm thick clear float glass fixed with continuous</b>				
	<b>White or Steam Beech wood glazing beads of approved shape</b>				
	<b>( finished 35x25 mm) all around, polished &amp; coated with NC</b>				
	<b>lacquer finish. The rate should also include cost of decorative</b>				
	<b>etching on one side of the glass.</b>				
	<b>Finishing : 1.0mm thick laminate sheet of same or combination shades</b>				
	<b>on both sides as per instructions.</b>				
	<b>Edge Moulds : All free top/end surfaces shall have polished</b>				
	<b>white or steam beech wood moulds of approved shape ( from</b>				
	<b>80x 25mm sections) with LC lacquer in mat finish.</b>				
	<b>Skirting: 100mm high x 12 mm thick polished white or steam</b>				
	<b>beech wood skirting on both faces with NC lacquer in Matt</b>				
	<b>finish.</b>				
	<b>Quoted rates shall include all necessary materials, accessories</b>				
	<b>and also allow provisions for electrical/telephone/computer</b>				
	<b>wiring conduits and switch boxes, etc ( Materials of wiring</b>				
	<b>conduits and switch boxes shall be separately paid for.)</b>	100	Sq.Ft.		
<b>3</b>	<b>FULL HEIGHT SOLID PARTITION WITH BOTH SIDE LAMINATE</b>				
	<b>Supplying and erecting full height opaque partitions ( from 8'-6"</b>				
	<b>10ft. high) as per drawing and conforming to the following specifications :</b>				
	<b>Basic Framework : Well seasoned Malaysian sal wood</b>				
	<b>sections, treated with two coats of wood preservatives, 50mm</b>				
	<b>x 50mm (minimum) at maximum 600 mm horizontal or</b>				
	<b>vertical spacing as per site conditions. Vertical Members shall</b>				
	<b>be suitably anchored and at ceiling level to ensure rigidity.</b>				
	<b>Skin Membrane : 6 mm thick BWR grade plywood on each</b>				
	<b>face with 4 mm grooves formed as per drawings/instructions.</b>				
	<b>Finishing : 1.0mm thick laminate sheet of combination shades as per</b>				
	<b>instructions on both sides.</b>				
	<b>Skirting: 100mm high plywood skirting finished in 1mm thk. Laminate</b>				
	<b>of combination shades as per instruction and drawing.</b>				
	<b>Quoted rates shall include all necessary</b>				

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	materials,accessories				
	and also allow provisions for electrical/telephone/computer wiring conduits and switch boxes, etc ( Materials of wiring conduits and switch boxes shall be separately paid for.)	50	sqft.		
<b>4</b>	<b>WORKSTATIONS</b>				
	Providing, fixing and fitting in position free standing work station				
	made of 19 mm thk. BWP Ply + 1.0 mm. Laminate of approved make and colour for the table top, sides & front apron				
	The table is supported on the left side by a 1'-6" wide & 2'-0" deep drawer unit consisting of a tea tray, one drawer & a shuttered cabinet all in 1.0 mm thk. laminate finish and Ply partition on the right side . The table is provided with a readymade metallic CPU Holder with swivel facility, (CPU HL SW / INNOFIT systems or similar) & readymade key board drawer of engineering Plastics (KD 575 P MT/ INNOFIT System or similar) shall be suspended below the table top.				
	Quoted rates shall also include cost of polished white or steam beech wood moulding ( finished 40x20 mm section ) to edges of table top; polished white or steam beech wood lipping (6mm thick) to free edges of block board/ plywood surfaces; approved drawer - slides, concealed type auto-closing shutter hinges and locks with keys in duplicate; other necessary hardware and accessories including satin finish S.S. handles, knobs and wire - managers etc. of approved quality & the table top is finished with 5mm thick glass.				
A)	Approx. size of 1800 x900 x 750 mm	1	No.		
B)	Approx. size of 1500 x 750 x 750 mm	6	No.		
D)	Approx sie of 1075 x 600 x 750 mm	2	No.		
<b>5</b>	<b>Providing, fitting &amp; fixing the Cash counters &amp; Cabin</b>				
	along with partitions all complete:Internal Size of the cash cabin :5'-0" (w) x 7'-0"(l) x 7'-0"(h)				
<b>5A</b>	<b>Providing fixing &amp; fixing 2'-6" wide &amp; 2'-6" high staff working top</b>				
	made of 18mm thick BWP block board of approved make finished with 1.0 mm laminate of approved make & shade.				

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	The customer transaction top shall be 1'-6" wide projecting 6" on the customer side at a height of 1' above the staff working counter thus making a total height of 3'-6". The customer top is made of 3/4" thk. Granite top(Black galaxy) placed on 18mm thick BWP blockboard which is cut & shaped with edges round polished.				
	Below the working top/counter will be 1'-4" wide drawer cum shuttered cabinet unit on one side & metallic CPU trolley on the other side with key board tray with slide channels & foot rest in between for each of the cash counters specs same as Banking Counters. All the specification of the drawer unit/CPU trolley is same as that of Work station in item no 6.				
	Below the Transaction top the portion which is overlapping with the working counter of 10" deep will be covered by 2 sets of sliding shutters with a intermediate shelf with all locking arrangement for keeping currency notes.				
	Both the staff working top & the transaction top is rested & supported together by a front Apron or Double skin partition which is similar in design and specification as that of Banking counters. There will be necessary grooves between the two different decorative laminates as shown in the detail drawing & as directed. The counter will be provided with wire manager.				
	The front portion of cash cage above the transaction top (from 3'-6" to 7'-0" height) will be provided with 2 nos. of 12 mm thick float glass leaving a gap of 2" between the two glass panes so as to allow conversation between the customer & the cashier & a cut out of 8" x 4" at the central bottom part of each of the transaction top.	5	Rft.		
5B	Cash Cage Side, Intermediate & rear Partitions with door				
	The intermediate/side/rear partition with doors between Cash Cabins as Partly glazed Wooden Partition upto 7'-0" height with the following specification:				

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	<b>Basic Framework :</b> Well seasoned Malaysian sal wood				
	sections, treated with two coats of wood preservatives, 50 mm				
	x 50mm (minimum) at maximum 600 mm horizontal or				
	vertical spacing as per site conditions. Vertical Members shall				
	be suitably anchored at floor level to ensure rigidity.				
	Exposed frame members in the glazed portions shall have				
	wider spacing ( approx. 1800 mm clear ) as per instructions.				
	Exposed members shall be finished with 1.0mm thick laminate				
	sheet of same or combination shades, over 6 mm BWR grade				
	plywood including 4 mm grooves at locations as per instruction.				
	<b>Skin Membrane :</b> (Opaque portion upto 1050 mm(3'-6") from floor				
	level with 6 mm thick BWR grade plywood on each face				
	with 4x4mm grooves formed as per drawings/ instructions.				
	<b>Finishing :</b> 1.0mm thick laminate sheet of combination shades				
	as per instruction and drawing.				
5B	<b>Skirting:</b> 100mm high plywood skirting finished in 1mm thk. Laminate				
	of combination shades as per instruction and drawing.				
	<b>Glazing :</b> Strips of 8 mm thick clear float glass fixed with continious				
	White or Steam Beech wood glazing beads of approved shape				
	( finished 35x25 mm) all around, polished & coated with NC lacquer finish.				
	The rate should also include cost of decorative etching on one side of the				
	glass.				
	Quoted rates shall include all necessary materials,accessories				
	and also allow provisions for electrical/telephone/computer wiring				
	conduits and switch boxes, etc ( Materials of wiring conduits and switch				
	boxes shall be separately paid for.)				
	All exposed edges of the BWP ply & blockboard are to be finished with				
	12 mm thk. Rubber wood lipping which are to be polished as directed.				
	Provision for extra wooden frame work of same section				
	for intermediate glazing to be included in the rate.				
	There will be provision for small trays/windows for transferring				
	of small copy either from the banking area to				

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	the cash cabins				
	or between the cash cabins as directed by the architect.				
	The cost of all fittings of the door :handle locks,aldrop handles, hydraulic				
	door closer, night latch all of appoved make of the doors				
	wherever required in the cash section to be included.	180	SQFT.		
6	<b>SIDE CREDENZO</b>				
	consisting of a top row of two sets of 4" high drawers with				
	cabinets below with sliding shutters, made of 19mm thick				
	BWR grade block boards all finished in 1.0mm thk.laminate.				
	Exposed block board surfaces shall be finished with 1.00mm				
	laminated sheet of approved shade and make. Inner faces of				
	sliding shutters shall be polished in approved color.				
	Free edges of block board shall have polished white or steam				
	beech wood half round moulds ( out of 20 x 20 mm sections).				
	Inner faces of cabinet units shall be polished in approved shade				
	quoted rates shall include cost of necessary hardware , Viz				
	handles, locks with keys in duplicate, etc.	4	Nos.		
7	<b>P/F/F Full height /Low height filing cabinet/Over head Cabinet 1'-6" deep</b>				
	made of 18mm BWP blockboard with intermediate shelves.The				
	back of the cabinet to be made of 6mm thk.BWP ply fixed on the wall.				
	There will be one horizontal division and vertical dividers of same block board				
	at approx. 3ft.apart with sliding shutters for Low height & overhead cabinet.				
	All exposed surfaces & the shutters are finished with1.0 mm thk.				
	decorative laminate of approved make & shade. Cost of all fittings				
	like brass hinges, godrej locks,magnetic hinges, godrej locks,				
	magnetic catches, steel matt finish "D" type handles shall be inclusive.	140	Sqft		
8	<b>FLUSH DOOR</b>				
	Supplying and fixing in position overall 37mm thick solid core hot pressed				
	phenol formaldehyde bonded approved flush door shutter finished				
	door shutter finished with 1.0mm thick laminate sheet of approved				

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	shade and quality on both sides of the door shutter including cost of				
	hardware fittings e.g. mortice locks, brass hinges, hydraulic door closer,				
	door handles etc. of approved make and quality.				
a	Average size of shutter (D1) : 3' 0"x 7'-0"	1	No.		
b	Average size of shutter (D2) : 2' 6"x 7'-0"(Toilet Doors)	2	No.		
9	<b>GLAZED DOOR SHUTTER</b>				
9A	Providing, fixing & fitting in position Partly Glazed Door shutters made of specification similar to that of item (8) hinged on 3 nos. brass hinges as required with the exception that the wooden frame is of section 2" x 1.5". The cost of all fittings:handle locks, aldop handles door closer, night latch all of approved make to be included.The glazed portion will be between 3'-0" to 6'-8" of 6 mm thk. glasspanes of approved quality.				
	Average size of shutter (D3) : 3'-0"x 7'-0" ( Branch Head's Cabin )	1	Nos.		
9B	<b>MAIN ENTRANCE DOOR FOR BRANCH &amp; ATM</b>				
	Providing & fixing in position Full glass 3'-6" wide Single leaf door cum fixed glazing . The door shutter & fixed glazing is made of 12mm thk. SGG impact resistance glass (toughened glass) with pencil polish edges all around. Etching design for glass door as per design.				
	Door & fixed glazing shall be fixed with PATCH FITTING assembly inclusive of top and bottom patches, Floor spring, Bottom lock, SS brushed handle of 2'0" long 1" dia on both sides.				
1	Glazed Door Shutters	50	SQFT.		
10	<b>Door Frames:</b>				
	P/F/F Door frames made out of 4" x 3" /3" x 1.5" clear Steam Beech wood free of knots and proper rebates and grooves be made before fixing to the wall & finished with melamine polish with necessary approved M.S holdfast with split ends fixed with G.S.screws including grouting with 1:2:4 concrete in brick work and/or with rawl plug	0.20	CUMT		

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	in RCC construction and/or properly screwed and fixed in Partition as directed etc complete.				
<b>11</b>	<b>PIN-UP NOTICE BOARD</b>				
	Providing, fitting in position pin-up board made of soft				
	cork board finished with the fabric as approved, matching				
	with the colour scheme of the banking hall with a R.W.				
	moulding all around the edges.	<b>30</b>	<b>Sqft.</b>		
<b>12</b>	<b>PANELLING ON THE WALLS WITH LAMINATE FINISH OF PILLARS OF BRANCH</b>				
	Wall Panelling / column encasing ( upto False ceiling height ) works				
	as per Branch Ambience Standardised manual of the Bank				
	conforming to the following specifications :				
	Shall be made up of 2"x1" salwood framework with 12mm thk ply back up.				
	The framing shall be fixed at intervals of 2'0" c/c horizontally and vertically.				
	Shall be made up of 19mm thk plywood as per site conditions.				
	The framing shall be fixed with 6mm thick ply to form 4mm grooves				
	finished with 1mm thick approved color laminate of approved make at every				
	1ft interval. The skirting shall be finished with 3" wide 1.00mm approved				
	bi color laminate of approved make.				
	Quoted rates shall include all necessary materials, accessories and labour				
	and also allow provisions for electrical/telephone/computer wiring conduits &				
	switch boxes etc. complete with necessary jacking /thickening of panels				
	to accommodate conduits/ switch boxes.(Materials for wiring conduits and				
	switch boxes shall be separately paid for).	<b>300</b>	<b>Sqft.</b>		
<b>13</b>	<b>ACP PANELLING ON THE ATM WALLS</b>				

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	<b>Providing &amp; erecting PANELLING made out of 50mm x 38 mm x 1.2 mm hollow</b>	<b>300</b>	<b>Sqft.</b>		
	<b>aluminum square tube placed 600mm c/c both vertically and horizontally finished with</b>				
	<b>3mm thk. ACP Sheets are fixed to the Frame in 2ft panels with 3M or equivalent epoxy(neutral/black silicone) Adhesive &amp; mirror screws.</b>				
	<b>The Joints are to finished with silicon based sealants. (Make: Aludecor, Alubond or equivalent ISO certified brands). Shade to be as per Bank's approval.</b>				
	<b>Measurement of height shall be taken from F.L up to the False ceiling underneath.</b>				
	<b>Rate should include the provision for supporting the panelling from the main ceiling.</b>				
	<b>Quoted rates shall include all necessary materials, accessories and labour</b>				
	<b>and also allow provisions for electrical/telephone/computer wiring conduits &amp;</b>				
	<b>switch boxes etc. complete with necessary jacking /thickening of panels</b>				
	<b>to accommodate conduits/ switch boxes.(Materials for wiring conduits and</b>				
	<b>switch boxes shall be separately paid for).</b>				
	<b>to accommodate conduits/ switch boxes.(Materials for wiring conduits and</b>				
	<b>switch boxes shall be separately paid for).</b>				
<b>14</b>	<b>TRAP DOOR &amp; BOXING FOR ROLLING SHUTTERS &amp; COLLAPSIBLE GATE WITH ACP FINISH</b>				
	Providing and fixing trap doors consisting of 1/4" thk. Marine ply				
	shutters with a clear opening of 4.5" opening for smooth operation				
	of shutters and rest is closed with mirror screws (for opening for servicing).				
	The shutters shall be finished with approved ACP finish with all materials				
	and frame of 2"x1 1/2" teak wood sections shall be provided for				
	proper support and strength. Rate shall be inclusive of necessary	<b>100</b>	<b>SQFT</b>		
	fittings like hinges(hafele/ebco make),				

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	ball catches, tower bolts, etc.				
<b>15</b>	<b>WOODEN SHUTTERS WITH FRAME FOR ELECTRICAL PANELS</b>				
	Providing and fixing 18mm thk. Com ply shutters with same ply frame. Division of shutters shall be made equally according to the length. Shutters shall be hinged to the framework and finished with 1.0mm thk. Laminate of approved colour and shade on outer side and inside finished with 2 coats of enamel paint of app colour and shade. Rate shall be inclusive of all necessary approved fittings like hinges, ball catch, 150 mm long SS Brush Finish handle, tower bolts, locks, Aluminium powder coated air vent grills and necessary hardware fittings complete, etc.	<b>40</b>	<b>SQFT</b>		
<b>16</b>	<b>Writing Ledge FOR BRANCH &amp; ATM</b>	<b>2</b>	<b>NO.</b>		
	Providing & fixing Writing ledge of size 750mm x 500 mm x 150mm with pigeon hole type box below the top made out of 19mm block board finished with 1mm laminate fixed/ mounted on the wall with Angle Support. With a 12mm thick machine polished clear glass top fitted to the main structure with 4 nos. 75mm high stainless steel studs.				
<b>17</b>	<b>Suggestion Box &amp; Cheque Drop Box FOR BRANCH</b>	<b>2</b>	<b>NO.</b>		
	Providing & fixing Suggestion box of size ( 450mm x 150mm x 300mm ) made out of 12mm block board finished with 1mm laminate and openable shutter with locking arrangement.				
<b>18</b>	<b>WOODEN LUNCH TABLE IN LAMINATE FINISH</b>	<b>6</b>	<b>RFT</b>		
	Providing and laying Lunch Table 2FT Depth made of approved BWR ply wood 19mm thick supported on wooden legs . The table shall be finished with 1mm laminate and with polished T.W. edge moulding.				
<b>19</b>	<b>WINDOW SCREEN</b>				
	Providing, fitting in position 100mm Vertical blinds made of				
	best quality PVC coated polyester fabric of approved make				
	& shade & to be tailored to the size of the window.	<b>170</b>	<b>SQft</b>		
<b>20</b>	<b>GYPSUM BOARD FALSE CEILING (INCLUDING DROP)</b>	<b>560</b>	<b>Sqft.</b>		

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	Providing and fixing in position dropped ceiling in two levels				
	including vertical surfaces in between two level of ceiling surface				
	with 12.5mm thick tapered edge gypsum board conforming to				
	IS 2095 including providing and fixing of framework made of				
	special sections power pressed from MS Sheet and galvani-				
	sed in accordance with Zinc coating 600 as per IS 277 and				
	costing of angle cleats of size 25mm wide x 16mm thick				
	with flanges of 22mm and 37mm at 1200mm center to center				
	one flange fixed to the ceiling with dash fastner 12.5mm dia				
	with flanges of 22mm and 37mm at 1200mm center to center				
	one flange fixed to the ceiling with dash fastner 12.5mm dia				
	x 40mm long with 6mm dia bolts to the angle hangers of				
	25x25x5 mm of required length and other end of angle hanger				
	being fixed with nut and bolts to G.I. Channels 45mm x 15mm				
	x 0.9mm running at the rate of 12mm centre to centre to				
	which the ceiling section o.5mm thick botton wedge of 08mm				
	with tapered flanges of 26mm each having clips of 10.5mm at				
	450mm center to centre shall be fixed in a direction perpen -				
	dicular to G.I. Channel with connecting clips made out of 2.64				
	mm dia x 230mm long G.I. Wire at every junction including				
	fixing the gypsum board with ceiling section and perimeter				
	channel.				
	The perimeter of ceiling fixed to wall/partition with the help of rawl				
	plugs at 450 mm center to center with 25mm long drive all screws				
	@ 230mm interval including jointing and fixing to a flush				
	finish of tapered and square edges of the gypsum board with				
	recommended filter, paper tapes, finisher and two coats of				
	primer suitable for gypsum board as per manufactures				
	specification and also include the cost of making openings				
	for light fittings grills, diffusers, cutouts made with frame of				
	perimeter channels of the Engineer-in-Charge				
	.				

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	<b>Rates to include cost of making openings for ceiling mounted electrical fittings/air-conditioning accessories and also making of openings of size 2'x2' with door for electrical servicing as per instructions.</b>				
<b>20</b>	<b>FALSE CEILING (Armstrong)</b>	<b>470</b>	<b>SQFT</b>		
	Providing & fixing in position false ceiling in <b>Armstrong Make</b>				
	<b>600 x600 mm x 15/16 mm Dune Microlook tile</b>				
	with <b>Regular Black reveal framework</b> as specified by <b>Armstrong Co.</b>				
	with suspenders wherever required. Making necessary				
	framework for A.C ducting, if any and necessary cutouts for				
	diffusers and light fittings, taping and finishing to proper line				
	& level, including making grooves and trap doors for A.C				
	unit in 18mm thick M.R. Grade Plywood with Stainless Steel				
	hinges & locks with moulding 1" x 1" for edges including finishing				
	with White Plastic Emulsion Paint etc. complete in all respects.				
	(Note- Only the plan area will be measured for payment.				
	No extra payment will be made for cutouts, grooves mouldings etc.)				
<b>21</b>	<b>PLASTIC EMULSION PAINT WORK IN THE AC AREA</b>				
	Providing & applying minimum two coats of acrylic emulsion paint of approved				
	shade & make on a base coat of necessary primer including necessary scrapping				
	of old surface & new surface preparation in the walls under false ceiling.	<b>2200</b>	<b>SQFT</b>		
	<b>Providing &amp; laying 1mm thk.(avg.) White Cement Putty on the wall area to</b>				
	<b>prepare the surface before Plastice Emulsion paint , as directed by architect.</b>				
<b>22</b>	<b>SYNTHETIC ENAMEL PAINT ON STEEL WINDOWS/WOODWORK/ROLLING SHUTTER</b>	<b>1000</b>	<b>SQFT</b>		
	Providing and painting on wooden, steel or plastered surfaces with two coats of				
	Synthetic Enamel paint of approved shade & brand over a coat of primer of				
	approved quality after sand papering the old/new surface to give an				
	even uniform shade.				

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<b>23</b>	<b>DISTEMPER PAINT WORK IN THE NON AC AREA</b>				
	Providing and applying minimum two coats of Distemper paint of approved				
	shade & make on a base coat of necessary primer including necessary scrapping				
	of old surface & new surface preparation in the walls under ceiling.	<b>4000</b>	<b>SQFT</b>		
<b>28</b>	<b>REMOVAL OF INTERNAL WORN OUT/DAMP PLASTER AND CLEANING THE EXPOSED SURFACE WALL WHEREVER REQUIRED.</b>	<b>400</b>	<b>SQFT</b>		
	Taking out carefully damaged / worn out plaster from the internal walls, beams, ceiling, column upto any height including raking out joints. The rate should include cost of scaffolding and removing of debris from site as per local Municipal rules with all labour, materials tools & tackles.				
<b>29</b>	<b>PLASTERING (Additional Plastering / Repairing, patch up works)</b>				
	Providing & applying cement sand plaster of 1:4 proportion to existing existing brick / RCC walls & ceilings in single coat of avg. 3/4" thk. Finished rough to receive plaster of paris levelling coat. The rate shall include necessary Water proofing chemical to be admixture with cement sand plaster , scaffolding, curing etc. Complete	<b>400</b>	<b>SQFT</b>		
<b>35</b>	<b>Dismantling of existing banking counters, Cash Counters and all existing</b>	<b>1</b>	<b>JOB</b>		
	<b>partitions, false ceiling, Panelling as directed removing them from the</b>				
	<b>premises, shifting of almirahs from old position to the designated areas in the</b>				
	<b>premises &amp; removing of the rubbish from site as per local Municipality rules.</b>				

<b>A</b>	<b>TOTAL EXCLUSIVE OF GST</b>	
<b>B</b>	<b>DISCOUNT IF ANY</b>	
<b>C</b>	<b>TOTAL AFTER DISCOUNT</b>	
<b>D</b>	<b>GST</b>	
<b>E</b>	<b>TOTAL INCLUSIVE OF GST</b>	

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**APPROVED MAKES & MATERIAL**

1	False Ceiling / Channels	India Gypsum / Armstrong / Saint Gobain
2	Wood Frame Work / Wood Section : All Wood, Must be well seasoned, free from knots, other defects decay and defects due to handling and Transportation. Wherever necessary, provide with anti - termite Treatment.	Malaysian Sal / Kapoor
3	Wood Skirting / Moulding / Lipping / Bidding	White Beach / White Ceader / CP Teak
4	Wood Preservative	STP Pentaphene Pale / Termiseal by PCI / Bison by British Paint
5	Fire Reterdant Paint	Industrial grads of Noble / Viper
6	BWP Ply (IS : 710)	Century (excl. Sainik) / Sylvan / Green (excl. Ecotec)
7	Flush Door / BWP Block board (IS : 1659)	Century (excl. Sainik) / Sylvan / Green (excl. Ecotec)
8	Laminate (1.0 mm thk.) (IS : 2046)	Green lam / Century mica / Sunmica
9	Door Closure ( Heavy Duty )	Godrej / Archi / Sterling ( DC 2000)
10	Floor Spring ( Heavy Duty )	Godrej / Archi / Sterling ( FS 3000 )
11	Door Lock ( Dead )	Godrej / Hafele /Hettich / Kich / Doorset / Yale
12	Door Handles	Godrej / Hafele /Hettich / Kich / Doorset
13	Drawer / Storage Handle	Godrej / Hafele /Hettich / Kich / Doorset
14	Drawer / Storage Lock ( Multipurpose )	Hafele /Hettich /Doorset
15	Night latch	Godrej / 4C Acme
16	Screws	GKW / Nettle fold
17	Hinges	CIEF / Hettich
18	Sliding Telescopic Drawer Channel	Ebco / Earl Behari / Efficient Gadjets
19	Cable Organiser	Ebco / Innofitt Systems ( CM 63.C )
20	Adhesive	Fevicol SH / Fevimate TL
21	Soft Board	Jolly Board
22	Vertical Blinds	Mac / Annums / Window Fashion
23	Glass	Modi / AIS / Saint Gobain
24	Paints (Synthetic Enamel / Acrylic Emulsion)	Asain Paints / Berger / ICI
25	PVC Flooring	Krishna Vinyl / Armstrong / Birla
26	Texture Paint	Spectrum
27	Glass	Modi / AIS / Saint Gobain
28	European WC / Washbasin	Hindware / Parryware
29	Sanitary Fittings	Jaquar / Kohler
30	G.I. Pipe	Tata ( Medium )
31	Cement	Ultratech / Laferge / ACC
32	Footmat	Birla 3M / Approved Equivalent
33	Vitrified Tiles	Johnson / Kajaria
34	Ceramic Tiles	Johnson / Kajaria
35	All other items not covered above	As per sample approved by Employer/Consultant

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