



**GENERAL ADMINISTRATION SECTION**  
**2<sup>nd</sup> Floor, B Wing, C-14 G-Block,**  
**BKC, MUMBAI - 400 051**

Civil Works at Flat no. 1702, Shirin Apartments, Tardeo, Mumbai

NAME OF THE TENDERER TO  
WHOM THE TENDER IS ISSUED: .....

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Please do not detach any papers from this booklet.  
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CANARA BANK  
GENERAL ADMINISTRATION SECTION  
CIRCLE OFFICE MUMBAI

**COMPETITIVE TENDER DOCUMENT**

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**THIS TENDER DOCUMENT CONSISTS OF 4 PARTS:**

- PART I : GENERAL INFORMATION (THIS PAGE)**  
**PART II : TERMS & CONDITIONS OF THE CONTRACT**  
**PART III : LIST OF APPROVED MAKES**  
**PART IV : SCHEDULE OF QUANTITIES**

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**PART I: GENERAL INFORMATION**

**YOU ARE REQUESTED TO FULLY UNDERSTAND THE CONTENTS OF PARTS I, II AND III AND PART IV IS TO BE FILLED UP WITH YOUR RATES, CORRESPONDING AMOUNTS AND TOTAL AMOUNT NEATLY AND LEGIBLY.**

NAME OF THE WORK	Civil works at Flat no. 1702 Shirin Apartment Tardeo, Mumbai
TIME FOR COMPLETION	07 days (Seven days) inclusive of preparation/ Mobilization period from the date of acceptance letter
DATE OF SUBMISSION OF BIDS	13.05.2025
EMD	Not Required
WHOM TO SUBMIT	ASST GENERAL MANAGER, GA SECTION, CIRCLE OFFICE MUMBAI.

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SIGNATURE OF THE TENDERER WITH SEAL





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\* If there is a holiday on the date of opening of the Tender then the tenders shall be opened at 03.30 pm on next Working day.

Canara Bank will not take any responsibility for any delay due to any reason in submitting the tender document at the specified place.

**PART II: TERMS AND CONDITIONS OF THE CONTRACT**

1. The site is ready for taking up the work. You should inspect the site, before submitting the tender and should understand the nature of works to be carried out.
2. The Bank may or may not accept the lowest or any other tender and is having the right to reject any or all the tenders without assigning any reason.
3. Canvassing in any form will be a disqualification.
4. The Contractor shall not be permitted to submit tender for works in the Bank in which his near relative is posted as an Officer in any capacity between Deputy General Manager and Manager. They should give a list of relatives, if any, working in the Bank, in any capacity.
5. The tender for the works shall remain open for acceptance for a period of 90 days.
6. The Contractor shall put his full signature on all the pages of PART I TO PART IV with his seal.
7. No material will be supplied by the Bank. The Contractor shall engage his labour; procure all material and infrastructure necessary for the work. The rate quoted shall be inclusive of costs conveyance, all lead and lifts of materials, infrastructure, labour, all types of taxes, octroi, etc.,
8. Conditional tenders are liable for rejection.
9. The Defect Liability Period is 12 (twelve) months which starts from the 14 day of completion of work.



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10. The Contractor shall complete the works at the quoted rates even when the actual quantities are varying by 25% from the estimated quantities. If the variation of actual quantities is Beyond 25%, the rates shall be settled on mutual consent.
11. Indian Standard Institute procedures will be employed for taking up measurements.
12. a) Time is the essence of the work. The Contractor should keep up the schedule and should complete the work in the stipulated time.  
b) A penalty of 1% of the accepted contract sum per week subject to a maximum of 10% of the accepted contract sum will be levied if time schedule is not adhered to.  
c) If the works are not completed in the stipulated period, Bank reserves its option to terminate the contract and settle the bill for the works already executed, as certified by the Engineer-in-Charge.  
d) Freak rate analysis will be undertaken for analyzing the rates quoted by various contractors. If the rates quoted are found less/more than the prescribed limits as per Bank, Bank reserves the right to cancel the tenders and recall without giving any reason.
13. No payments shall be made for a work till the whole of the work is completed. Retention money will be 5% of final bill amount which will kept on hold for warranty period of 2 years.
14. When the works are carried out, the splashes and droppings from painting, chemical white washing etc., shall be removed and cleaned by the Contractor simultaneously with the completion of these items of work in the individual rooms, quarters or premises etc., without waiting for the actual completion of any other items of the work.
15. No Mobilizations advances, Plant & Machinery advances will be paid to the Contractor.
16. The Bank is having right to split the works, execute separately, alter/modify the specifications, include/ delete some of the items of work from the actual tendered items. The Contractor shall do the works with alterations/ modifications/ if any, based on mutually agreed rates. But no deviation from the tendered rates is allowed for rest of the items if any inclusions or deletions are made. This condition supersedes any other condition in this tender document.
17. No labour below the age of 18 years shall be employed on the work.



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18. Sub-contracting of the works is not allowed.
19. Statutory deductions like Income Tax, tds, at the prevailing rates will be made at source, from the final bill.
20. The Contractor shall be responsible and he should Indemnify the Bank for all injury/ death to the workmen, to persons, animals, things, and for any damages to the structure and/ or decorative part of the property which may arise from the operations, carelessness, accident or negligence by himself or by any of his workmen.
21. The Contractor should indemnify the Bank from any claims, damages, losses on account of any accident, death, injuries suffered by his employees, agents, labourers, assignees or any other outside third parties or the Occupants. In the event of any such claims it should be the sole responsibility of the Contractor.
22. The Contractor shall make his own arrangements for safety and security of his men and materials. Protected/ secured space to store the materials is subject to availability and the contractor has no right to demand this.
23. The work should be undertaken as per the discretion of the Engineer-in-Charge's instructions which should be agreed into.

**SPECIAL CONDITIONS:**

1. Any ambiguities, clarifications shall be brought to the notice of the Bank before submitting the tenders. The decision of the Bank shall be final in such matters. All the materials and shades as approved by the Bank shall only be used in the work. In case the approved brands of the materials are not available equivalent brands shall be used only after approval of the Bank.
2. The Bank reserves the right to fix the order in which the various items of work involved in this contract are to be executed and contractor shall comply with the same. There shall be no extra claims on account of this.
3. The work involved calls for a high standard of workmanship combined with speed.



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4. Any workmanship or materials not complying with the specific requirements or approved samples or which have been damaged, contaminated or deteriorated, must be removed immediately from the site and replaced at the contractor's expense, as directed.

**5. QUOTED RATES:**

- (i) The rates quoted by the contractor shall include for providing and fixing all scaffolding, conveyance and delivery, loading and unloading, carrying and storing, labour, setting, fitting and fixing in position the scaffolding, wastage disposal, establishment Charges overheads and profits and everything else necessary for the proper completion of each item of work to the satisfaction of the Bank. The Contractor shall provide at his expense all labour, materials and things required by the Bank or his representative for measuring the work, testing the efficiency of any portion of the work, all planning gangways etc., necessary for affording access to every part of the work.
- (ii) Contractor should note that unless otherwise stated, the tender is strictly on item rate basis and his attention is drawn to the fact that the rates for each and every item should be correct, workable and self supporting. The quantities indicated in the Schedule of Quantities are an approximate one and the total extent of work but may vary to any extent or may even be omitted.
- (iii) If called upon by the Bank, detailed analysis of any or all the rates shall be submitted by the Contractor. The Bank is not bound to recognize contractor's analysis and reserves the right to reject abnormal high/low rates quoted by the contractor. In case there are inconsistencies in the rates for items of same such rates shall be considered as the rate for all such items unless Bank finds that there is justification for such inconsistent rates.

**6. SECURITY AND PROTECTION:**

- (i) All fences, trees, shrubs, grass, lawns and other surfaces around the building/s or approaches thereto, which are required to be maintained are to be kept free from damage due to operations in connection with the work, at contractor's expense.
- (ii) The Contractor shall, at his expense, protect all projecting sills, jambs, copings, stone or concrete treads and moldings and all woodwork and joinery from injury during the progress of the work and make good all the damages caused to same from any cause whatsoever during the execution of the works and leave perfect to the satisfaction of the Bank at the time of completion. Before giving up possession, the Contractor must see that all doors,



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windows, and ventilators, etc., work easily and shall make all necessary adjustments if it is damaged.

**7. INDEMNITY BOND AND CONTRACT AGREEMENT:**

Contractor shall sign an Indemnity Bond and Contract Agreement in an approved format on a Rs 200/- non judicial stamp paper each before starting the work, indemnifying the Bank from any damages, prosecution, other legal suits and claims arising out of any mishaps occurring at the site due to faulty work and for violating rules and regulations, the contractor shall be solely responsible.

**8. MINIMUM WAGES ACT:**

The contractor shall pay rates of Wages and observe hours of work and conditions or employment according to existing rules under **Minimum Wages Act**. Further, it shall be **contractor's responsibility to ensure that he pays** his workmen wages which are not lower than the minimum prescribed by the Union Government and State Government in which area this contract is being operated.

**9. INCOME TAX DEDUCTIONS/ WORK CONTRACTS TAX:**

Appropriate deduction as per relevant Income Tax Rules applicable at the time shall be made on the bills submitted by the contractor and such deducted amounts shall be remitted by the owner with the Reserve Bank of India on behalf of the Contractor as per Rules. The unit rates for all the items shall include taxes like GST for raw materials, labour, tools & plant, carriage & transport, supervision, overheads & profits, taxes, cess, fees, mobilizing and other charges whatsoever including any anticipated or un-anticipated difficulties, etc. The same will be deducted at source and certificate to that effect will be issued to the contractor. Bank shall not consider any request for payment over and above the tendered rates which is inclusive of the taxes. The rates quoted for various items including these taxes shall remain firm for the full contract period and even during the extended period.

**10. WORKS AND SITE TO BE KEPT AND DELIVERED UP CLEAN:**

All the debris as it accumulates from time to time during the progress of the work and at completion, including that of sub-contractors and special tradesmen to be cleared and





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carted away and all materials rejected by the Bank's representative to be removed. Contractor's quoted rates shall allow for these factors.

**11. CO - ORDINATION:**

The contractor shall be responsible for the Co-ordination of all the work including that of sub-contractors and nominated sub-contractors, for arranging runs of all services and working to the requirements and layouts of the specialist trades, in all matters necessary for the complete execution of the work.

**12. TAXES**

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. **Goods and Service tax is payable extra** as applicable to works contract as defined in Clause 119 of section 2 of CGST Act. Any variations in the above shall not be paid. No extra claim on this account will in any case be entertained.

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**PART-III**  
**APPROVED BRANDS & MATERIALS**

Unless otherwise mentioned specifically, the contractor should get the approval of the Bank before using the materials. All makes/ brands shall be BIS marked wherever applicable and shall be of the First Quality. Wherever contractor proposes to use equivalent makes (i.e. other than specified), the same shall be done only after prior approval of the Bank. Any additional expenditure and time due to this shall be solely on contractor's account and no claims whatsoever shall be entertained.

SNo	Materials	Approved Make / Brands
A	Civil works	
1	Cement	P.P.C/ O.P.C. Grade 43 Ultra tech, Birla, ACC



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2	Bricks	Ordinary clay bricks of any brand.
3	Syporex brick blocks	Shirke or equivalent
4	Polymer Latex, Rust Removers, Rust Passivator Plasticiser, Bonding solution and Crack filler	Fosroc, M.C. Bauchemie, Krishna Con chem., Pidilite
5	Waterproofing compound	Fosroc, M.C. Bauchemie, Krishna Con chem, Pidilite, Dr. Fixit
6	White Cement	Birla, J.K. White
7	Wall putty	Biral, J.K.
8	G.I. pipes	Tata 'C' class only
9	CPVC/ UPVC pipes	Finolex, Astra, Supreme
10	G.I. fittings	R brand, Zoloto, Unique
11	Fixtures for CPVC/ UPVC pipes	Finolex, Astra, Supreme
12	Cement based paint	Snowcem, Nitcocem
13	Acrylic paint	Asian paints Apex, Snowcryl XT
14	Enamel paint/ OBD	Asian, Nerolac, berger
15	Tiles/ vitrified tiles	Johnson, RAK, Kajaria
16	Ceramic tiles	Johnson, RAK, Kajaria,
17	Sanitaryware	Hindware, Parryware
18	Plumbing fixtures	Jaguar - Continental or equivalent in Marc
19	Stainless Steel Sink	Hindware, Nirali, Butterfly, Parryware, Frankie



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**PART IV: SCHEDULE OF QUANTITIES**

Sr no	Description	Qty	Unit	Rate	Amount
1	Scrapping the existing wall, filling the crack and leveling applying primer and 2 coat approved OBD paint	2550	Sq ft		
2	Providing & applying synthetic enamel oil painting door & Grill	390	Sq ft		
3	Applying of Birla putty 3 mm with neat finish level work	850	Sq ft		
4	Providing & fixing Pigeon net with required works	384	Sq ft		
5	Sliding window repair works	1	nos		
6	Deep cleaning with acid wash of entire flats	1	job		
7	Carefully dismantling of tiles/flooring in Bathroom	260	Sq ft		
8	Providing internal cement plastering of thick up to 12mm in 1:4 on masonry	310			



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	work including raking joint where required and curing etc complete		Sq ft		
9	Providing & fixing 18' x 12'' wall tiles of approved make	210	Rft		
10	Providing & fixing 1'' x 1'' anti skid floor tiles	50	Job		
11	Brick bat coba waterproofing work in bathroom	1	Job		
12	Providing & fixing new WC in Bathroom	2	Job		
13	Providing & fixing of flush tank parryware	2	job		
14	Providing & fixing internal Cpvc pipe line connection work	1	Job		
15	Providing & fixing wardrobe having depth 2ft made of 19mm plywood with laminate finish and all other hardware etc.	56	Sq ft		



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16	Providing & fixing of kitchen loft framing made of 19 mm ply & all necessary hardware's etc.	36	Sqft		
17	All plumbing carefully removing & refitting works	1	Job		
18	Removing of debris out of compound	1	Job		
<b>TOTAL</b>					

**Note: Goods and Service tax is payable extra as applicable to works contract as defined in Clause 119 of section 2 of CGST Act..**

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