

**THE MUNICIPAL CO – OP. BANK LTD.,
MUMBAI**

TENDER DOCUMENT

FOR

**CONSTRUCTION AND INTERIOR WORKS OF RECORD ROOM AT M-EAST WARD,
DEONAR VILLAGE, M.T. KADAM ROAD, DEONAR, MUMBAI- 400 043 FOR "THE
MUNICIPAL CO – OP- BANK LIMITED, MUMBAI**

PROJECT ARCHITECT

M/S. UNMESH PATIL & ASSOCIATES

*ARCHITECTS, INTERIOR DESIGNERS,
LANDSCAPE ARCHITECTS AND VALUERS*

ADDRESS:

**OFF. NO. -4, JANARDHAN SADAN,
PLOT NO. E/19, BELPADA, SEC-3,
KHARGHAR, NAVI MUMBAI- 410210.**

MO. NO. 9867550 550/ 9833 537 537.

Email id: patil_unmesh@hotmail.com

TENDER NOTICE

M/S.

Tender Ref : 08/2018

Date: 06/10/2018

**CONSTRUCTION AND INTERIOR WORKS OF RECORD ROOM AT M-EAST WARD,
DEONAR VILLAGE, M.T.KADAM ROAD, DEONAR, MUMBAI- 400 043
FOR "THE MUNICIPAL CO – OP- BANK LIMITED, MUMBAI**

DEAR SIR,

The following document forming a part of the above Tender are enclosed herewith.

1. Tender Notice
2. Introduction
3. Special Instruction
4. Form of Agreement
5. letter of offer
6. Special Terms & Condition of Contract
7. Preamble to B.O.Q.
8. Mode of Measurements
9. List of approved manufacturers for materials
10. Bill of Quantity
11. Summary
12. List of Drawings
13. Drawings

You are requested to submit your lowest quotation in a sealed cover for the items of work contained in the tender. Your offer complete in all respect should be submitted on or before Dated -16/10/2018 by 15.00 hrs. at "**THE MUNICIPAL CO – OPERATIVE BANK LTD.MUMBAI, Municipal Bank Bhavan, 245, P.D' mello Road, Fort, Mumbai 400 001.**

The tender documents shall be download from banks website - **www.municipalbankmumbai.com** and should be submitted with a payment of Rs. 500/- +GST@ 18% (Non- refundable) towards the cost of tender in the form of crossed Bank (Demand) Draft payable to 'The Municipal Co – Op. bank Ltd. Mumbai.'

You are not expected to include any conditions contrary to tender provisions. However if it is necessary to include certain conditions, the same should be submitted in a sealed Envelope to facilitate the processing of your offer, sealed envelopes – containing conditions or non – conditions statement, along with Earnest Money Deposit & the price tender only, in the stipulated form should be submitted. The Envelop should be suitably super scribed, including the content/s inside the envelope.

The tender must accompany the stipulated Earnest Money Deposit of 5,000/- in the form of demand draft in favor of THE MUNICIPAL CO – OP- BANK LIMITED, MUMBAI. Tender submitted without the demand draft will be rejected.

The Earnest Money Deposit shall not bear any interest and shall not be forfeited in the event of any evasion, refusal or delay on the tendered to sign & execute the contract on acceptance of his Tender. The E.M.D. without any interest shall be returned to the tenderer is not accepted.

The Tenderer should sign all the pages of tender documents.

The Municipal Co-Operative Bank Ltd. Mumbai reserves right to accept either in part or as whole any or reject any or all the tenders without assigning any reason thereof.

This tender notice shall form part of the contract and non-submission in the above manner will render your offer liable for rejection.

Thanking You.,

Yours Faithfully,

GENERAL MANAGER,(I/C)
THE MUNICIPAL CO-OPERATIVE BANK LIMITED, MUMBAI

INTRODUCTION

1.Client	The Municipal Co-Op. Bank Ltd. Mumbai
2.Architect	M/s. Unmesh Patil & Associates
3.Site Location	M-East Ward, Deonar Village, M.T. Kadam Road, Deonar, Mumbai - 400 043.
4.Scope of work	Construction And Interior Works Of Record Room
5.(a) Issue of Tenders	From 06/10/2018 download from banks website - www.municipalbankmumbai.com Contact: Mr. Shashikant Gadge / Mr. Vijay Shirke Tel: 022 - 22717878/79.
(b) Submission of Tenders	On or before 16/10/2018 upto 3.00 pm. At Municipal Bank Bhavan, 245, P.D' mello Road, Fort, Mumbai - 400 001.
(c) Site Inspection	Site inspection is must before submitting tender and inspection timing are on all working days after 3.00 pm. In case of any query contact the Architect.
6.Time limit for execution	30 days (10.00 am.to10.00 pm.) The site is a Working office.
7.Earnest Money Deposit	Rs.5,000/- (Rupees Twenty Five Thousand Only)
8.Security Deposit	6% of the contract value
9.Retention Money	5% of each running bill
10.Defect liability Period	12 months (including one Monsoon)
11.Insurance	All types of risks to be covered.
12.Penalty for delay	Rs.1000/- per day to a maximum of 10% of contract value
13.Running Bills	1) 1 st Running bill would be paid after completion of 50% approved work (50% of the amount of contract value) 2) 2 nd Running bill would be paid after completion of 95 % approved work (45% of the amount of contract value) 3) 3 rd Running bill would be paid after completion of full & final work done with satisfaction of bank officials & Architect.

SPECIAL INSTRUCTIONS

1. Rates quoted by the tenderer shall be valid for a period of six month from the date of opening the tender.
2. All the rates shall be self sufficient and firm.
3. If the tenderer fails to accept the work order issued at the rates originally quoted by him, as the case may be, the earnest money shall be forfeited.
4. The rates, at which the Work Order is finally placed on the successful Tenderer, shall be valid till the completion of the work.
5. Time Limit - The entire work shall be completed within the time limit of 30 days as stipulated in the tender. If in the opinion of the Bank / Architect, the works gets delayed due to causes which the Bank may consider being beyond the control of the contractor, the Bank at the completion of the time allowed for the contract shall make fair and reasonable extension of time for completion in respect therefore. For extension of time completion, the contractor has to apply in writing.
6. While executing the work the contractors have to ensure that no inconvenience whatsoever is caused to the offices / people functioning in the premises.
7. Adequate number of fire extinguishers, first aid boxes must be provided on the site by the contractor.
8. The bank reserves the right to delete any item of work from the scope of Contractors.
9. Permissible working hours.(10 am – 10 pm). The site is a working office and due consideration should be taken to not create inconvenience to staff and customers.
 - a. The work shall be carried out without disturbing Bank's normal functioning.
 - b. For working beyond office hour's approval shall be obtained from the Client / Architect. The Client / Architect reserves full rights either to accept or reject such requests from the Contractors without assigning any reason whatsoever.
10. Workers of the contractor shall NOT be allowed to stay at site.
11. Bank reserves the right of addition or deletion of any item listed in B.O.Q. or may operate any Quote Rate Only (Q.R.O) item. Also Bank reserves full right either to accept or reject any tender document.
12. Quantities in tender are approximate and payment shall be made only as per actual measurements. Excess quantity shall not be executed without written amendment by the Bank / Architect.
13. The bidders should have a valid **GSTIN** registration.

LETTER OF OFFER

(TO BE PRINTED ON TENDERER LETTERHEAD)

To,
GENERAL MANAGER (I/C)
THE MUNICIPAL CO – OP. BANK LTD. MUMBAI,
MUNICIPAL BANK BHAVAN,
245, P.D’MELLO ROAD,
FORT, MUMBAI – 400 001

SUB: CONSTRUCTION AND INTERIOR WORKS OF RECORD ROOM FOR THE MUNICIPAL CO – OP. BANK LIMITED. MUMBAI-M-EAST WARD, DEONAR VILLAGE, M.T.KADAM ROAD, DEONAR, MUMBAI-400 043.

Dear Sir,

Having examined the tender document vide Tender Ref. No.including Plan/s, Specifications and Bill of quantities prepared by the Architect **M/s Unmesh Patil & Associates** having their registered office at OFF. NO. -4, JANARDHAN SADAN, PLOT NO. E/19, BELPADA, SEC-3, KHARGHAR, NAVI MUMBAI-410210.

I / We hereby offer to executive the subject work at the respective rates which I / We have quoted for the items in the bill of Quantities (B.O.Q.) Further I/ We declare that before quoting the rates I / We have visited the site and our rates are as per present site and market condition. Further I/ We herewith deposit Rs. 5000/- vide Demand Draft No.....datedissued by.....(Issuing Bank’s Name) as Earnest Money Deposit for due execution of the work at my / our tendered rates as per the Terms of Contract.

I / We understand and accept that the site is a working branch and that I / We shall fully respect and accommodate Staff and customer conveniences.

In the event of this tender being accepted, I / We agree to enter into and execute the necessary contract required by you. I / We are aware that the Bank intends to complete the entire work as covered in the scope of this tender with a period as mentioned in Special Conditions of the contract after the letter of intent has been issued, I/ We agree to complete the works within the said period.

As required by you, I / we are returning herewith the documents (In single) duly signed and stamped by us at each page in token of our acceptance of the provisions in the documents.

Sign with name & Address:

Seal :

.....

.....Tel. No.

Fax No.

Mobile No.

Email:

FORM OF AGREEMENT
(TO BE EXECUTED ON Rs. 100/- NON- JUDICIAL STAMP PAPER)

This Agreement made this _____ day of _____, 2018, between THE MUNICIPAL CO – OPERATIVE BANK LIMITED, MUNICIPAL BANK BHAVAN, 245, P D'MELLO ROAD, FORT, MUMBAI – 400 001 (hereinafter called “ The Owner”) of one part and _____ of or whose registered office is situated at _____

(hereinafter called ‘The Contractor’) of the other part. Whereas the Owner is desirous of **CONSTRUCTION AND INTERIOR WORKS OF RECORD ROOM FOR THE MUNICIPAL CO – OP. BANK LIMITED-M-EAST WARD, DEONAR VILLAGE, M.T.KADAM ROAD, DEONAR, MUMBAI-400 043** (hereinafter called ‘The Work’) and has caused drawings and Bills of Quantities showing and describing the work to be done as prepared by and under the direction of the Bank’s Architect M/s Unmesh Patil & Associates having their registered office at OFF. NO. -4, JANARDHAN SADAN, PLOT NO. E/19, BELPADA, SEC-3, KHARGHAR, NAVI MUMBAI-410210. (hereinafter called ‘The Architect’)

And whereas the Contractor supplied the owner with a fully priced copy of the said Bills of quantities (which copy hereinafter referred to as ‘The Contract Bills’) and whereas the said drawings (hereinafter referred to as ‘The Contract Drawings’) and the Contract Bills have been signed by on or behalf of the parties hereto and whereas the Contractor has deposited the sum of Rs. 5,000/- (Indian Rupees Five Thousand Only) as Earnest Money Deposit with the owner for due performance of this Agreement.

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. For the consideration hereinafter mentioned the Contractor will upon and subject to the conditions annexed carry out and complete the work shown the contract drawings and described by or referred to in the contract Bills in the said conditions.

2.The Owner will pay the Contractor the sum of Indian Rupees_____

(hereinafter referred to as ‘The Contract Sum’) or such other sum as shall become payable there under at the times and in the manner specified in the said conditions.

3. The term ‘Architect’ in the said conditions shall mean the said M/s Unmesh Patil & Associates and in the event of his death or ceasing to be the ‘ Architect’ for the purpose of this contract , such other person as the owner shall nominate for that purpose of this contract, not being a person to whom the contractor shall object for reasons consider to be sufficient by an arbitrator appointed in accordance with the said conditions. Provided always that no person subsequently appointed to be the ‘Architect’ under this contract shall be entitled to disregard or overrule any certificate or opinion or expressed by the ‘Architect’ for the time being.

4. The said conditions thereto shall be read and construed as forming part of this agreement and the parties hereto shall respectively abide by, submit themselves to the conditions and perform the agreements on themselves to the conditions and perform the agreements on their parties respectively in such conditions contained.

5. Any dispute arising out of the contract shall be referred to as per the condition stipulated in clause 29 of ‘Special Condition of Contract’ to be given in the special conditions of contract.

AS WITNESS the hands of the said parties.

OWNER

CONTRACTOR

SIGN & SEAL

SIGN & SEAL

NAME:.....
ADDRESS:.....
.....
.....

NAME:.....
ADDRESS:.....
.....
.....

WITNESS 1:

WITNESS 2:

Signed by the said
In the presence of Witness

NAME:.....
ADDRESS:.....
.....
.....

NAME:.....
ADDRESS:.....
.....
.....

SPECIAL CONDITIONS OF CONTRACT

1. ESTABLISHMENT:

It is the essential condition of this contract that the successful tenderer shall either have or establish an office in Mumbai in the period of Contract and a duty authorized representative shall always be available in Mumbai office to deal with all matters concerning this Contract. Also the firm should have experience of similar work done successfully and should have experience of minimum 3 yrs in this field of work.

2. TIME LIMIT:

The entire work shall be completed within 30 days from the date of Work Order issued to the contractor or the day on which contractor is instructed to take possession of the site. Whichever is later, but not exceeding two weeks (14 days) from the date of issue of Work Order.

3. TERMS OF PAYMENT:

The following terms of payment shall apply:

- a. Running Account's Bills will be paid on item rate basis as certified by our Architect and our Site supervisor taking into consideration actual work in progress.
- b. Any work done at factory will not be counted in the running account bills until the material is brought to the site of work and installed/ assembled as per approved design.

4. RIGHT TO DELETE WORK

The Architect / Bank reserves all rights to delete any item or operate items quoted as rate only.

5. ELECTRIC SUPPLY:

Bank will provide free power required for the works. However the Contractor shall make his own arrangements to draw the power from the tap off decided by the Bank / Architect. The Tap – off point will be anywhere within the premises. (General Practice: Electricity is chargeable @ 0.1% of Contract Sum which is deducted from 1st running bill)

6. PROGRAM WORK AND PROGRESSS REPORTS:

The successful contractor will have to submit a detailed Bar – Chart indicating the schedule of various activities from the date of commencement till completion and get the same approved by Architect / Contractor shall strictly adhere to the same. This Program shall form part of the contract and shall be binding on the contractor. However, the Architect/ Bank reserves the right to alter the Program. If necessary, from time to time, no claim whatsoever of any nature by the Contractor account shall be entertained by Bank. They shall also have to write their requirements about co ordination from other agencies working at site.

7. OFFICE / STORES ON THE SITE:

The contractor shall provide for all necessary storage on the site in a specified area for all materials, which is likely to deteriorate by the action of the sun, rain or any other causes. This storage shall be for construction materials, tools, debris, discarded furniture etc. Suitable storage shall be made available for interim working of Bank. All such stores shall be cleared away and the ground left in good and proper order on completion of this contract unless otherwise expressly mentioned therein.

8. TESTING OF MATERIALS AND WORKS AND PREPARATION OF SAMPLE:

The Contractor shall, if required by the Architect shall arrange to test materials and / or portion of the works at his own cost in order to prove their soundness and efficiency. If after any such test, the work of portion of work is found, in the opinion of the Architect and Bank to be defective or unsound, the contractor shall pull down and re – erect the same at his own cost.

9. NOTICE:

The Contractor shall comply with all acts and regulations for the successful completion of the contract works and shall give notice and pay all fees / taxes.

10. MEASUREMENT IS TO BE RECORDED BEFORE WORK IS COVERED UP:

The Contractor shall take joint measurement with the Architect before covering up or otherwise placing beyond the reach of measurement any item of work should the contractor neglect to do so. The same shall be uncovered at contractor's expense or in default there of no payment or allowance shall be made for such work or the materials with which the same was executed.

11. DIMENSIONS:

Figured dimensions are to be followed in all cases. Large-scale details take precedence over small Scale drawings. In general the drawings shall indicate the dimensions. Positions and type of Construction, the specification shall indicate the quantities shall indicate the quantum and rate for each item of work. Any work indicated in the drawings and not mentioned in the specifications or vice-versa shall be furnished as though fully set forth in both. Any ambiguity, conflict of interpretation, errors or inconsistencies discovered in the drawings / documents shall be promptly brought to the provisions. Giving more interpretation shall prevail but in the event of disagreement between the contractors and the supervisors, decision of Architect shall be final. In case of any discrepancy, the contractor is to ask for an explanation before proceeding with the work. However, specifications will prevail over drawings.

12. ACTION WHERE THERE IS NO SPECIFICATION:

In case of any class of work over which there is no specification mentioned the same shall be carried out in accordance with the latest Indian Standard Specifications subject to the approval of the Architect and Bank.

13. CLEARING OF THE SITE OF WORKS:

The site of works shall be cleared of all men, materials, shed etc. belonging to the contractor. The site shall be delivered back to the bank in a clean and neat condition as required by the Architect within a period of one week after the job is completed. In case of failure by the contractor, the bank will have the right to get the site cleared at the risk and the cost of contractor.

14. OCCUPATION OF PARTIALLY COMPLETED PORTION BY THE BANK:

The Bank shall be entitled to and will be at liberty to occupy even the partially completed portion of the work by themselves or through their agents and servants if they so desire. Necessary extension of time for completing the work shall have no claim for any compensation whatsoever due to the delay, if any involved in completing the work on account or partial occupation.

15. TYPOGRAPHICAL OR CLERICAL ERRORS:

The Architect clarification regarding partially omitted particulars or typographical or clerical Errors shall be final and binding on the Contractor.

16. INSURANCE:

The Contractor shall obtain adequate insurance cover at his own cost for work against any loss or Damage as well as workmen compensation and third party risk, until the date of completion of the work. The insurance cover is in joint name of the Owner and the Contractor is to be deposited of the Owner, within 21 (Twenty One) days from the date of issue of work order & the copy of same should submit to the bank.

17. PERFORMANCE GUARANTEE FOR ALL BOUGHT OUT ITEMS:

The Contractor shall submit written performance guarantee for all bought out items from manufacturers

18. LANGUAGE OF TENDER:

“English” is the official language of tender.

19. DOCUMENTS TO BE COMPLEMENTARY:

All sections of contract document and working drawings shall be complementary to each other in case of ambiguities, discrepancies or contradictions between any two sections. Bank / Architect's decision shall be binding on the contractor for interpretation of same.

20. CONTRACTORS SUPERINTENDENCE:

The Contractor shall appoint a full time qualified and experienced person to supervise the work at site. The Contractor shall obtain the approval from Bank / Architect about competence of such person with his Bio-data / Resume/ Curriculum Vitae.

21. INSPECTION BY CONTRACTOR:

The Contractor shall inspect all the works and satisfy himself before the same is offered for inspection to the Bank / Architect.

22. REMOVAL OF DEBRIS:

The site shall be maintained clean at all times. The Contractor shall arrange to dispose off debris, wood shaving and any other waste product created while carrying out the work, outside bank's premises. The Contractor shall take due care while disposing of such waste materials and ensure that any rules. Regulations laid down by Municipal Corporation or any complaint arising out of in proper disposal of wastage. Quoted rates shall involve the cost of the same and no extra payment shall be made towards this account. Since the said premise is on the ward offices cleanliness should be mentioned by the contractors.

23. MOCK UP:

The Contractor shall prepare a mock-up of items, if required, strictly in accordance with the specification free of cost, for approval of Architect and Bank. The work on these items shall further only after the approval of the mock-up.

24. The Contractor shall submit original copies of Invoices, order forms for any materials purchased for project work, to the Bank / Architect if called for.

25. The Contractor shall calculate quantities after receipt of drawings and after submitting first interior bill but before submitting the second interior bill to Bank / Architect.

26. The rates quoted by the Tenderer in the schedule of quantities will be deemed to be for the finished Work and shall include all charges for:

- A. Labour, maintenance, fixing, arranging, cleaning, making good, hauling, delays due to strike, manpower shortage etc.
- B. Covering for the walling and other works due to weather or whenever directed as necessary.
- C. All temporary canvas, lights, tarpaulin, barricade, water shoots etc.
- D. All measures required to be taken for protection of existing works.
- E. All such temporary weather proof sheds at such places and in a manner approved by the Architect for the storage and protection of materials against the effects of sun and rain.
- F. All testing of materials as Para – 8 of special condition of Contract.
- G. No tools and plants shall be issued by the Bank under the Contract.

27. The rate of the item additional items / non – tender items shall be based on the rates quoted by the tenderer for similar items of based on analogous items available in the tender.

28. Where applicable rates are not directly available, the rates for extra items if any shall be derived based on the prevalent market cost of labour and material at site of work including wastage (maximum 5%) plus tax plus 15% towards contractor's overhead and profit.

29. ARBITRATION:

All disputes or differences of any kind whatsoever which shall at any time arise between the parties hereto concerning the works or the execution or maintenance of this contract or to the rights or liabilities of the parties arising out of or in relation there to whether during or after determination foreclosure or breach of the contract (other than those in respect of which the decision of any person is by contract expressed to be final and binding) shall after written notice by either party on the contract to the Bank hereinafter mentioned be referred for adjudication to a sole arbitrator to be appointed as herein after provided.

For the purpose of appointing the sole arbitrator referred to above. The Bank will send within thirty days of receipt of the notice to the contractor a panel of three names of person 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 any one of the person names to be appointed as a sole Arbitrator and communicate his name to the Bank within thirty days of receipt of the names. The Bank shall there upon without any delay appoint the said person as the sole arbitrator

If this contractor fails to communicate such selection as provided above within the period specified the Bank shall appoint a competent person as the sole arbitrator. If the Bank fails to send to the contractor the panel of three names as aforesaid within the period specified, the Contractor shall send to the Bank a Panel of three names of persons who shall have not connection with either party

in whatsoever manner. The Bank shall on receipt of the named as aforesaid select any one of the person names and appoint him as the sole Arbitrator. If the Bank fails to select the persons and appoint him as the sole arbitrator within 30 days of receipt of the panel and inform the contractor accordingly, the contractor shall be entitled to appoint one of the persons from the panel as the sole arbitrator and communication his name to the Bank. If the arbitrator so appointed is unable or unwilling to act resigns his appointed or vacates his office due to any reasons whatsoever another sole arbitrator shall be appointed as aforesaid.

The work under the Contractor shall however, continue during the arbitration proceedings and no 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 on 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 the parties, enlarge the time for making and publishing the award. The arbitrator shall give a separate award in respect of each dispute or difference referred to him. The arbitrator shall decide each dispute in accordance with the terms of the contract and give a reasoned award. The venue of arbitrator shall be such a place as may be fixed by the arbitrator in his sole discretion.

The fees, if any of the arbitrator shall, if required to be paid before the award is made and published be paid 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 and amount or cost to be paid.

The award of the arbitrator shall be final and binding on both the parties.

Subject to aforesaid the provisions of the Arbitrator Act 1992 or any statutory modification or re-enactment thereof and the rules made there under, and for the time being in front, shall apply to the arbitrator proceeding under this clause.

The Bank and the Contractor hereby also agree that arbitration under clause shall be a condition precedent to any right to action under the contract with regard to the matters hereby expressly agreed to be so referred to arbitration.

30. Security Deposit will be refunded on completion of work i.e. the issuing of final certificate by Architect

31. 5% of the amount shall be retained from each running bill as retention money and shall be refunded after successful completion of the defects liability period of one year from the date of completion certificate issued by the architect.

32. Delay /wrong/non-payment of GST/ any applicable taxes may affect legal action against you. Any such loss arises to the bank due to your negligence, you have to make good the same at your risks & cost.

PREAMBLE TO BOQ

Abbreviations:

M.S.	Mild steel
O.B.T.Wood	Old Burma Teak Wood
N.B.T.W.	New Burma Teak Wood
C.P.Teak Wood	Central Province Teak Wood
Rft.	Running Feet
Sq.Ft.	Square Feet
Cum.	Cubic Meter
T.W.	Teak Wood
Q.R.O.	Quota Rate Only
C / C	Center to Center
C.M.	Cement Mortar
M.T.	Metric Ton
C.P.	Chrome Plated
Nos.	Numbers
MM.	Millimeter
G.I.	Galvanized Iron

2. All dimensions are in M.K.S. unless otherwise stated.
3. The quoted rate shall be all inclusive and cover the cost of material including wastage, freight, all types of taxes, duties, royalties, erection, construction, testing of materials, samples brought for approval, tools and tackles, plant and equipment's, supervision, overheads, profit and any other expenditure incurred for completion of work as per drawings, specifications and to the full satisfaction of Bank / Interior Designer.
4. The rates quoted shall be valid for working at all heights, depths, and on all floor levels no extra payment shall be made for scaffolding, staging, ladders etc.. for transportation of men and materials at higher or lower levels.
5. The item rate specifications are indicative. The contractor will have to carry out the work in accordance with the drawings, technical specifications and / or other conditions laid down in tender document and to the full satisfaction of Bank / Interior Designer.
6. Quantities mentioned against respective items are approximate and can vary to any extent payment
Shall be made on actually executed quantities.
7. No claims shall be entertained in case of increase or decrease in quantities. Bank / Interior Designer reserve the right to Increase /decrease quantities of any item and also to add / delete any item in totality.

8. The rate for partition, paneling shall include necessary additional framework supports that may be required to suit site conditions or stability of the item. Decision of Interior Designer in regards to the need for such additional supports shall be final
9. Rates for door include all brass oxidized heavy-duty hardware, lock floor springs, door closer, special door handles etc. as specified in relative items.
10. Size and type of door closer / floor spring shall be suitable for type of door. The contractor shall give guarantee for performance of door closer / floor spring from manufacturer.
11. Rates for partitions paneling shall include making of necessary cut outs, chasing to be made for conducts ,switch boards etc..
12. Rate of Pelmet, fascia and soffits shall include heavy-duty aluminum curtain channels and Nylon runners, stoppers; brass hooks fixtures wherever required.
13. Rates for painting and polishing shall include cleaning glass panels, fan , floor etc..
14. After completion of work the site shall be handed over absolutely clean, after ensuring that all laminates, floors, walls etc. are spotless clean.
15. Rates of all items shall remain constant irrespective of floor level and no extra shall be paid for handling and stacking of material, removing debris etc. from the site.
16. Contractor shall clean the site and mark the lining out on the floor with brown adhesive tape for approval. The same shall not be paid separately.
17. Unless otherwise noted the method of measurement will be as per I.S. 1200
18. Bank / Interior Designer reserve the right of operating all ‘quota rate only’ items.
19. Interior Work in commercial ply shall be as per manufacturer’s specifications and instructions including use of specified screws, bolts, channels etc..
20. Wherever contractor proposes to use ‘equivalent’ makes (i.e. other than specified) he shall obtain Bank’s prior approval. Bank may ask Interior Designer before giving approval to the same Any additional cost and time lost due to this will be on Contractor’s account and no claim will be entertained.
21. Veneers to be used shall be of following types as approved by the Interior Designer / Bank TEAK MAHOGANY, WALNUT, PADDOCK, AFRICAN MAHOGANY, GOLDEN CEDAR or approved equivalent. Only group matching veneers should be used.
22. In case of loose furniture, the specification for side unit or rear side credenza unit in any item shall be same as the specification of the table in that item.
23. All keyholes should be fixed with metallic keyhole ring.

24. Key for all locks should be different and no key should match with two different locks.
25. Contractor should use good quality pest control drug on plywood (Ex.Dusban) before applying the Laminate & Polish.
26. If desired by Bank & Interior designer contractor must submit the manufacture guarantee certificate.

MODE OF MEASUREMENTS

1. Partition, Paneling : Sq.ft. area – one side only
2. Storage units : Sq.ft. area – front elevation
Finished length x finished height
3. Staff desk units : Per number. Single unit – Double Unit
Refer Specific item in bill of Quantities.
4. Faces, Band : Skirting total running length in
Meters measured Sill board faces
Skirting along bottom edge, regardless
of the shape on top.
5. False Ceiling : Sq.ft. area -- Finished length x finished height
6. Side Units, Rear Credenza : Per number,
Single unit
Double Unit
Refer Specific item
In bill of Quantities
7. Venetian Blinds : Total area covered in Sq.Ft.
Length x height
8. Painting : Sq.Ft. Finished area only.
9. Polishing : Sq.Ft. for portion larger than
230 mm in width. Band Daces from
25 mm to 230 mm in running meter
10. Carpet and other floor : As laid Sq.Ft. area No wastage to be added.
11. Rounding off
Measurements : All measurements shall be rounded off to nearest
First decimal point e.g. 14'.3 1/4" will be 14'.6"

LIST OF APPROVED AND NOMINATED MANUFACTURERS / SUPPLIERS OF MATERIALS

NOTE :

1. No deviation permissible.
2. Wherever contractor proposes to use 'equivalent' makes (i.e. other than specified) he shall obtain Bank's prior approval. Bank may ask Interior Designer before giving approval to the same Any additional cost and time lost due to this will be on Contractor's account and no claim will be entertained.
3. All material to be used shall be of first quality unless otherwise specified.

SR. NO.	MATERIALS	:	APPROVED MANUFACTURERS / SUPPLIERS
1.	Screws	:	G.K.W., Nettle Fold
2.	Hardware	:	Earl Bihari, Godrej, Vijayan
3.	Adhesive.	:	Fevicol SH, Araldite
4.	Paint - Exterior	:	I.C.I. (Dulex – Duco) , Asian , Goodlas Nerolac
5.	Door Closer / Floor Springs.	:	Garnish, Everite, Harden, Hemco
6.	Locks.	:	Godrej, Vijayan
7.	Glass	:	Modi, Saint Gobin , Asai Float
8.	Cement	:	ACC, AMBUJA,ULTR TECH.
9.	Waterproofing Chemical	:	Dr. Fixit, Pedelite
10.	Electrical fixtures	:	Phillips.Wipro
11.	Slotted Angles Racks	:	Neelkamal, Godrej....
		:	
		:	
		:	

Note : Written consent of manufacturer along with operational warranty must be obtained with reference to the location, size thickness and weight of the door. Bank / Interior Designer Decorator reserve to deduct the entire cost of this item from virtual completion certificate if the fixture does not Perform expected.

TECHNICAL SPECIFICATION

1. DISTRIBUTION BOARD

1. The Distribution board circuitry shall be as per the schematic given in Drawing
2. The sheet steel used for fabrication shall be of CRCA of 14 SWG The board shall be suitable for wall mounting. It shall be totally enclosed, dust proof and vermin proof. The fabrication shall be as per relevant IS specification for degree of protection provided by enclosure for low voltage switchgear IP 54, The equipment such as MCR, ELCR, insulators, Busbars shall be as per relevant IS specification with latest amendments.
3. Sheet steel shall be a smoothly finished, leveled and free from flaw All door, removable covers shall be casketed all round the perimeter.
4. Service voltage is 440 Volts and busbar will be electrolytic copper. The copper busbar shall be tinned throughout the length.
5. Enough space shall be provided for termination. The minimum two earth terminals shall be provided for each D.B. The board shall be factory wired with proper ferruling.
6. Adequate shrouds shall provided for avoiding accidental contact with live terminals, busbar etc.
7. Conduit knock out shall be provided for conduit entry.
8. Guaranteed technical particulars shall be provided for the MCB & ELCB etc.
9. Engraved black anodized labels shall be provided on all feeders.
10. All steel works shall undergo a process of degreasing, pick ling in acid bath, phosphate.
11. Two coats of primer shall follow this and two coats of final finish paint, both applied with spray the colour shall be light battleship gray.
12. Distribution board shall have hinged door.
13. Busbar supports shall be non hygroscopic, anti tracking material.
14. Distribution board shall be included in supply.
15. Distribution board on delivery at site shall be unloaded by the contractor and stored in a proper place.
16. Contractor shall inspect the D.B.& in case any defect, he shall inform the client / consultant immediately.

17. Contractor shall be responsible for the same till it is commissioned
18. Contractor shall assemble the Distribution Board shipping pieces & loose equipment's.
19. The D.B. shall be tested after proper cleaning & bus connection with a 1000 V meager 7 proper functional checks.

2. POWER CABLES / CONTROL:

- 2.1 All the sizes & type of lighting & power low-tension cables used in this job shall be supplied confirming to I.S. 1554. The cables shall be with PVC insulation. PVC sheathed, 1100 V grade steel armored with stranded copper conductor above 4mm² and 4.0 mm² conductor size & below shall be made of copper conductor, PVC insulation etc.
- 2.2 The cable supplied shall be of reputed make having ISI mark.
- 2.3 No cable joints are allowed, unless it is absolutely essential and will be carried out only after Client / Consultant's written approval.
- 2.4 All the cables distributed within the building shall be laid on cable buried trench / tray etc.
- 2.5 Spacers, Saddles for clamping or cables shall be of G.I. only.
- 2.6 Cable tags of aluminum no – corrosive are to be provided with individual cable at both ends and on every floor and at every 15 meters interval.
- 2.7 For cable laid in the ground, cable markers are to be provided on the cable route. At every bend and at every end at every 15 meter for straight run.
- 2.8 Cables laid and installed will be paid on per running meter basis. The exact cable run will be measured on site from terminal lug to terminal lug at the other end.
- 2.9 The cable bends shall not exceed the limits specified in Indian standard for various sizes and sections.
- 2.10 The cable crossing through floor, walls etc, should be through G.I. pipe and sealed with fire barrier material and bushes.
- 2.11 Where group of H.V., I.V.control & telephone cables are to be laid along the same route, suitable barriers to segregate them physically shall be employed.
- 2.12 The data cable shall be at least 600 mm from power cable.
- 2.13 Where cable crosses roads, pavements etc. , they shall be laid in R.C.C.Hume pipe buried not less than 1 meter depth.

- 2.14 Cables laid, installed within Building crossing Air conditioning duct, C.W.pipe, H.W.Pipe, drainage and any other services, a minimum clearance of 300 mm is to be observed.
- 2.15 Minimum bending radius of cable be as under:
- 1.1 kv Grade single core cable – 15 x 8 D of cable
 - 1.1 kv Grade multi core cable - 12 x 8 D of cable

3. TERMINATION:

- 3.1 PVC insulated steel armored, 1100 v grade, cables are to be terminated with the help of Siemen's type glands for large size.Cables and flange type glands (Brass) for 2.5/4.02 mm cables. Crimping lugs are to be used for End terminations. All standard practices to be followed and anti – corrosive inhibiting flux are to be used. Brass nut bolts with plain and spring washers are to be used.
- 3.2 The crimping machine shall be of hydraulic or otherwise. The Client / consultant before the work commencement should approve the same.
- 3.3 Criss – crossing of individual cores while connection of the respective phase terminal shall be avoided.
- 3.4 Spliced ends of cable should be immediately crimped with lugs. Base conductor should not be left open to atmosphere.
- 3.5 All the stands of conductor must be fitted in the lugs and no cutting of strands will be allowed under any circumstances.
- 3.6 The approximate size of holes shall be drilled on the cable gland plate so that the gland after tightening is firmly secured with the gland plate. Any additional holes in the gland plate should be plugged to make it vermin proof.
- 3.7 Lugs of proper size should be collected to match the busbar, the busbar shall be made wider. The width of the busbar be increased by connecting to the busbar an end piece similar to the busbar but wider. The lug shall be connected to the wider extension piece.
- 3.8 Where the diameter of the hole in the lug exceeds $\frac{1}{4}$ th the width of the busbar, the busbar shall be Made widor. The width of the busbar but wider. The lug shall be connected to the wider extension piece.

4. HEVY DUTY CONDUITS:

The conduit shall run concealed in walls, ceiling, flooring in accordance with layout drawings.

The conduit shall be field bend as far as possible with reasonable long radil.

The conduit bends shall be free from cracks, other damage to the pipe or its coating and shall not have pipe section unduly patented.

The conduit joint shall provide the structural rigidity and low electrical resistance

All open conduit ends shall have bushings.

All burns shall be smoothen and closed.

The conduit shall be supported with saddles at regular interval of 1000 mm.

The saddles shall be fixed with Rawl plugs and brass screws of 3 mm size, where conduit is on surface. The conduit is to be mostly concealed

The No. of wires through a given diameter of conduit shall be as per IS specification.

Two length of conduit is joined together through a junction Box.

All the supporting holes are to be drilled by electric drill machine.

Conduit length exceeding 8-meter length shall be provided with junction boxes.

Conduit & accessories shall be securely fixed before any operations like concrete pouring plastering etc. electrical contractor shall be present during concreting operation to ensure that conduit are not displaced or damaged.

The conduit be fixed by clips which shall not cause deformation of conducts.

At the bends the fixing shall be scoured by fixing clips at 1500 mm.

5. CIRCUIT WIRING:

Circuiting wiring to switch board shall comprise of laying PVC conduit with 3 x 2.5 mm² copper wire, PVC insulated, 1100 v grade from the light Distribution board to the light switch board.

The method of conduct laying & wiring is defined under the heading of conduits & wiring methods.

The scope includes all material. It also include making proper connection in the Distribution board & switch board, with ferrules & crimping lugs.

6. WIRING METHODS:

The wire pulling in conduits shall be in accordance with standard practices. All the wires in a particular section by conduit shall be bunched together ad pulled at a time.

The wires used shall be colour coded with Red wires for R phase, yellow wire for Y phase, Blue wire for B phase and Black wire for Neutral.

All the wires shall be purchased directly from the manufacturers and approved by the consultant

All the wire shall be insulated with adequate thickness of extruded PVC.

All the wire ends shall be of 1100 V grade conforming to IS 694 with latest amendment.

All the wire ends shall be ferruled with colour codes & members.

All the wire ends shall be identified at both ends of the circuit.

Light / Fans / Sockets in flats shall be individually controlled except lights in Staircases /Terrace shall be group operated.

Looping of wires / cables shall be made from fixture to fixture and not from junction box.

Wiring shall be colour coded and wires of the same phase only shall run in common conduit.

Wire carrying capacity of conduits shall be as under:
(conduits of size less than 20 mm shall not be used in any case)

7. LIGHTING SWITCHES:

Light & fan control switches shall be of Decorative, Commercial type of minimum 5A, 240V rating at normal conditions.

8. LIGHT POINT WIRING:

The bidders are advised to study the Electrical layout.

The point wiring includes supply of all materials, accessories.

The switchboard shall be as supplied by the switch manufactures of PVC.

The point wiring shall be with 3 x 1.5 mm² Copper conductor, PVC insulated 1100V grade wire in Heavy Duty PVC conduit. The wires to be run from the switch board to the individual point. The contract of lights shall be individual.

9. 5 AMPS, SWITCH, SOCKET OUTLAY:

The point wiring for 5 Amps switch socket outlet includes running of 3 x 2.5 mm² copper conductor, PVC insulated, 110V grade wires in PVC conduit.

A maximum of 2/3 Nos. sockets in a room are to be looped in & controlled from the nearest switch board.

10. 15 AMPS, SWITCH, SOCKET OUTLET WIRING:

The point wiring for 15 Amp. Switch socket outlet includes running of 3 x 4.0 Sq mm PVC insulated stranded copper wire through PVC conduit from the distribution panel board to the individual S/S/O.

One Nos. of S/S/O are to be controlled by one MCB in the distribution board at each section . The circuit length shall not exceed a length of 70 meters.

All the wires for the S/S/O shall be pulled through separate conduit system. (not to be mixed with light, 5 Amp S/S/O etc.)

11. 20 AMPS, POINT WIRING:

The 20 Amps DP MCR with Reyrolle Socket is to be provided including running of 3 x 4.0 Sq.m PVC insulated stranded copper wire through PVC conduit from distribution board to the individual point.

One circuit shall be controlled by one MCR in the distribution board.

All the wires for the switches shall be pulled through separate conduit system (not to be mixed with light, 5 Amps. S/S/O etc.)

12. 15/5 A SWITCH SOCKET OUTLET :

It shall be of approved make conforming to latest IS standards. The three-pin socket shall be provided with shutter to prevent accidental contact with live parts.

The box for socket outlet shall be suitable for concealed mounting and should be supplied by the manufacturer with the switch & Socket unit.

13. 20 A SOCKET OUTLET:

The Socket outlet shall include supply & fixing of the socket box. The box shall be of 16 SWG sheet steel. It shall be properly cleaned including degreasing, Pickling, Phosphating before applying two coats of primer & 2 coats of final paint.

The box shall have knockouts, earth terminals, 20 A MCB, Reyrolle Socket with Metal top.

14. EMPTY CONDUIT:

The scope includes supply & fixing of empty PVC conduit with accessories in stable etc. Including drawing wire on surface & recessed conduit.

15. CALL BELL POINT WIRING:

The call bell wiring to be through independent PVC conduit system with 3 x 1.5 Sq.mm

PVC insulated stranded copper wire in PVC conduit. The system shall be working on 240V A C supply through nearest point of supply.

16. CALL BELL / BUZZER:

Buzzer shall be of reputed make suitable for flush mounting with indicator & conforming to relevant IS

The exact type of call bell with indicator shall be indicated later. The Contractor Shall supply a Sample for approval

17. TELEPHONE POINTS:

Telephone Points shall include supply of 25 mm diameter PVC conduct & Accessories from Tag Block to Individual Point along with the Conduit The Telephone Wire shall be of Finolex make or approved sample.

The Conduit shall be laid concealed in slab /wall / beam column etc., from the Telephone box the Individual telephone Socket Outlet Point as marked in the Drawing.

In case of provision for further Point for telephone PVC Pull Wires shall be laid inside the entire length of conduit.

NOTE :- Whoever is doing electrical work he should have License of Electrical Contract and License copy Should be submitted along with the tender document.

LIST OF APPROVED AND NOMINATED MANUFACTURERS / SUPPLIERS OF MATERIALS

NOTE :

1. No deviation permissible.
2. Wherever Contractor proposes to use 'equivalent' makes (i.e. other than specified) the same shall be done only after approval from Bank. Bank may consult Interior Designer before giving approval. Any additional expenditure, time due to this will be on Contractor's account and no claims will be entertained.
3. All materials to be used shall be of first quality unless otherwise specified and of ISI mark.

SR.NO.	MATERIALS	APPROVE MANUFACTURES/SUPPLIERS
1.	ELCB	DATER / ENGLISH ELECTRIC / MDS / L & T
2.	MCB	INDO KOPP / MDS / S & S / HAVELLS / SIEMENS / L & T
3.	Lugs/ Gland	DOWELLS, COMET, LOTUS.
4.	Terminals.	ESSEN / ELMEX
5.	PVC Insulated Wire, 1100 V Grade.	POLYCAB, V PLAST, FINOLEX.
6.	Commercial Switches / switch- Boards / Sockets / plugs / Regulations etc.	ANCHOR PANASONIC, LEE GRAND , ELLES
7.	Exhaust Fans	BAJAJ / GEC / CROMPTON
8.	a) Wall mounted Fans / b) Ceiling fan	ALMONARD / REMI MAKE. CROMPTON /ORIENT / BAJAJ.
9.	Cables	POLYCAB.
10.	Conduit PVC Heavy gauge & duty	PERCISION / CIRCLE ARC.
11.	Light fixtures Led	PHILIPS / CROMPTON / WIPRO APPROVED SAMPLE.

NOTE :- Written consent of manufacturer along with operational warranty must be obtained with reference to the location, size, thickness, and weight of the poor. Bank / architect reserve to deduct the entire cost of this item from virtual completion certificate. If the fixture does not perform as expected.