

PROPOSED INTERNAL & EXTERNAL PAINTING, TOILET WORKS AND
MISCELLANEOUS ESSENTIAL CIVIL WORKS

OF

BANK OF MAHARASHTRA

ZONAL OFFICE, MAHABANK BUILDING,
SITABULDI, NAGPUR

TENDER FORM

INTERNAL & EXTERNAL PAINTING, TOILET WORKS AND
MISCELLANEOUS ESSENTIAL CIVIL WORKS

TOTAL NO. OF PAGES = 24 NOS.

SPECIAL CONDITIONS OF THE CONTRACT:-

1. The tender is to be properly filled and endorsed and to be quoted in full.
2. The contractor should quote in figures as well as in words the rate and amount tendered by them. The amount for each item should be worked out and the requisite totals given.
3. **THE CONTRACTORS SHALL QUOTE THE EXACT WORKING RATES OF ITEMS & NO REBATE / DISCOUNT IN PERCENTAGES SHALL BE CONSIDERED AS IT IS AN ITEM RATE TENDER WITH THE PRICE BID, THE RATES QUOTED WILL ONLY BE TAKEN INTO ACCOUNT. HOWEVER DURING THE PERIOD OF NEGOTIATION IF ANY AS THE AUTHORITIES MAY DEEM FIT TO SHALL BE CONSIDERED DURING THE PROCESS OF NEGOTIATIONS WHILE ACCEPTANCE OF THE TENDER.**
4. The rates to be quoted are on item rate basis and are to be inclusive of everything including all the taxes involved viz octroi, sales tax, Vat, works contract tax, excise duty, material cost, labour, etc. complete.
5. Blank Tender forms shall be available upon payment of **Rs. 3000 /- (Rupees Three Thousand only)** as tender fees, which is non-refundable.
6. **Earnest Money and Security Deposit**
An amount of **Rs. 57,000/- (Rupees Fifty Seven Thousand Only.)** shall be paid by Demand draft/Pay order as Earnest Money Deposit at the time of tendering in the name of the bank. On acceptance of Tender and offer letter of work, the successful tenderer shall deposit a further amount to make it 2% of approved Tendered amount with the bank as initial security deposit.
No interest is liable to be paid by the Bank on the above deposits.
7. **Tender's acceptance:**
The Bank reserves the right to accept / reject any or all tenders without assigning any reasons for rejection/acceptance whatsoever.
The tenderer whose tender is accepted will have to enter in to an agreement immediately on being informed to do so. In case of failure on the part of tenderer to sign the agreement within the stipulated time, the earnest money paid by him shall stand forfeited to bank and the offer of the tenderer shall be considered as withdrawn by him.
8. **The work is to be carried out in the existing Zonal Office Premises & the time period provided for completion of work is inclusive of load shedding hours & aforesaid constraints. The contractor should make his own alternative arrangements at his own cost to compensate with load shedding hours & no additional remuneration shall be paid for such arrangements nor any additional time will be granted on this accounts.**
9. **The tenderer shall be presumed to have carefully examined the existing premises, conditions and specifications of the work and have fully acquainted themselves with all details of the site and with all the necessary information and data pertaining to the work prior to tendering for the work.**

Signature of Contractor

10. The tenderer may in the forwarding letter mention any points he may wish to make clear but right is reserved to reject the same or the whole of the tenders if the same becomes conditional tender thereby.
11. All pages of document, conditions, specifications, drawings and plans etc. shall be initialed by the tenderer. The tender should bear full signature of the tenderer.
12. The Deputy Zonal Manager or his duly authorized Officer shall open the tenders in the presence of intending contractors who may be present at the time of opening and will enter the amount of tenders in a comparative statement in a suitable form. In the event of a tender being accepted, the contractor shall thereupon, for the purpose of identification sign copies of specifications and other documents. In the event of a tender being rejected the Bank shall refund the amount of earnest money deposited to the tenderer, on his giving a receipt for the return of money.
13. The details and the Specifications are only indicative and the schedule of quantities are only tentative. Any changes/additions/deletions/alterations in them shall be accommodated while executing the work without any prejudice. Any extra items or variations upon the schedule items shall be scrutinized by the Architect of the Bank and his decision shall be final and binding in all respects.
14. Specifications of various materials and quality of work shall be the essence of the contract along with the time period and these shall be strictly adhered to.
15. **LIQUIDATED DAMAGES @ RUPEES 1000/- (Rupees One Thousand Only) PER DAY SHALL BE CHARGED FOR ANY DELAY IN THE COMPLETION OF THE WORK BEYOND THE STIPULATED TIME AND THIS CLAUSE SHALL BE STRICTLY FOLLOWED.**
16. Extra items, if any shall be paid on the basis of cost of materials (inclusive of all the Taxes as already mentioned) and labour plus 15% towards overheads and profits and items rates already accepted shall form the basis of this Contract.
17. **The Bank Authorities at their discretion may delete any part of item or item in full as they may feel necessary during the course of execution and no compensation will be paid /claimed in this regard. The contractor shall not claim any compensation towards such items.**
18. **The work shall be executed by the Contractor at his own risk and responsibility and the Bank shall not be held liable for any accidents/unforeseen events directly/indirectly and the Contractor understands clearly that no claim for any accidents or loss of life whatsoever shall be entertained by the Bank.**

Signature of Contractor

Manner of Submission of Tender:

The tenders to be submitted in two separate Sealed Envelopes as below: -

Envelope No.1

The first envelope clearly marked, as 'Envelope No.1' shall contain the following Documents.

- 1) Crossed Demand draft of any **Nationalized /Scheduled Bank** for the said amount as Earnest Money Deposit.
- 2) If the firm is a partnership firm, attested copy of registered partnership deed registered with office of sub-registrar along with certificate of registration (form 'A') under partnership Act, 1932.
- 3) Attested copy of Registered general power of Attorney in case of partnership firm, if the tenderer is authorised signatory on behalf of the partnership firm & its partners.
- 4) Attested copies of Memorandum of Association & Certified copy of Resolution in case of any Private Limited/Public Limited Companies.
- 5) Attested copy of Solvency Certificate for Rupees Twenty Lakhs from any **Nationalized/ scheduled Bank** of within a period of 12 months on the date of Receipt of this tender.
- 6) copy of **valid registration certificate** in appropriate class in respective government **department/ Empanelment letter of Banking organization for which work completion certificates** for satisfactory completion of similar type of works as detailed below are enclosed.
- 7) Performance certificates/ work orders from competent authorities of **any Government department / Semi Government department/ MES department/ Banking organization** for **satisfactory completion** of works shall be enclosed
- 8) **Copy of Service Tax Certificate shall be enclosed, without which the Tender shall be out-rightly rejected.**
- 9) Contractor shall enclose **work completion certificates** for satisfactory completion of similar type of works in last three financial years of Total value of Rs. 30 Lakhs, minimum three works costing of minimum value Rs. 10 Lakhs each / Two works of Total Rs. 30 Lakhs with one works costing minimum value of Rs.10 Lakhs amount or single work of minimum value Rs. 30 Lakhs amount for similar type of Civil, Sanitary Plumbing / Painting Works **from any Government department / Semi Government department/ MES department/ Banking organization.**
- 10) Contractor shall enclose and give an undertaking on Rs. 100/- stamp paper that they will submit Labour Licence for Sanitary plumbing works, Civil works & Painting works, and workers compensation insurance policy/ comprehensive insurance for the Labours / workers working on site for Sanitary plumbing works, Civil works & Painting works if he /they are declared successful tenderer. The work is to be carried out in multistoried Buildings having ht. of 20.00 mts. Approx. but no extra charges shall be paid towards Scaffolding, Lift etc. and shall be included in the composite rate of individual item.

Envelope No.2

The second envelope clearly marked, as 'Envelope No.2' shall contain only the completed Tender document/ price bid along with the drawings and details issued with the blank tender forms duly signed by the Contractor should be enclosed.

If the Bank is satisfied with papers enclosed in the first envelope then only the Envelope No. 2 shall be Opened.

Note: - The tenders are to be submitted in two separate sealed envelopes as mentioned above, however if the two separate sealed envelopes are put in one common sealed cover, the contractor shall mention over the common sealed cover that envelope no. 1 & envelope no.2 are inside the common sealed cover. While opening if it is found that the two separate sealed envelopes are not inside the common sealed cover the tender shall be outrightly rejected.

Signature of Contractor

Deputy Zonal Manager
Bank Of Maharashtra,
Zonal office, Nagpur.

GENERAL & SPECIAL CONDITIONS OF THE CONTRACT & SPECIFICATIONS FOR WORKMANSHIP AND MATERIALS FOR PROPOSED INTERNAL & EXTERNAL PAINTING, TOILET WORKS AND MISCELLANEOUS ESSENTIAL CIVIL WORKS TO BE EXECUTED AT ZONAL OFFICE, MAHABANK BUILDING AND ANNEXE BUILDING SITABULDI, NAGPUR.

GENERAL CONDITIONS: -

1. The Work Defined In The Schedule Is For Proposed internal & external painting, toilet works and miscellaneous essential civil works to be executed at Zonal Office, Mahabank Building and Annexe Building Sitabuldi, Nagpur
2. Every page of Tender Document shall be Signed by the Contractor with full dated Signature and Seal.
3. Contractor has to quote his rate both in figures and words.
4. **The entire work is to be finished within 90 days. It is expected that the contractor shall carry out the work at site.**
5. **The Defect Liability Period of the work shall be Six months from the Date of Virtual Completion Certificate issued by the Architect of the Bank.**
6. **Four interim payment shall be paid to the contractor** till the completion of contract. The minimum amount of the interim payment shall be 20% of the Tendered Amount. From the interim bill an amount of 10% of tendered amount will be deducted towards retention amount inclusive of initial Security deposit & Earnest money deposit. The final bills shall be scrutinized within 15 days from the Date of completion, and the period of honoring the same shall be One month. Half of the retention amount i.e. 5% of the work shall be paid with the final Bill. The final 5% retention amount of the work will be kept as Security deposit and will be released only after Six months from the date of virtual completion of work as certified by the Bank's Architect. The retention amount shall carry no interest whatsoever.
7. The contractor/s shall not be paid any advance payments.
8. While working at the site, contractor shall make his own arrangements for the storage of materials from the point of damage and security. Similarly he shall be responsible for the preservation and maintenance of the premises.
9. Before commencing the work, the contractor shall mark the layout to full size and get same approved from Architect.
10. The tender shall remain valid for 90 days.
11. **Income Tax / TDS and VAT & any other taxes to be deducted at source shall be deducted from the Bill of Contractor as per the Standard norms of Government.**
12. Payment of Electricity charges at the Site for execution of work shall be payable by Contractor only.

Signature of Contractor

APPROVED MAKE OF MATERIALS

SR. NO.	ITEM / MATERIAL	MAKE
1.	Particle Board	-----
2.	Antitermite / Fire retardant Paint	-----
3.	False Ceiling	-----
4.	Oil Bound Distemper / Acrylic Emulsion	Asian, Dulux, Berger
5.	Laminate	-----
6.	Teak Wood	-----
7.	Foam	-----
8.	Hardware	-----
9.	Tile	Regency / Bell/ Somany /Johnson
10.	Leatherite	-----
11.	Glass	Modi float / Asahi / St. Gobain
12.	Ply	-----
13.	Vinyle Film	-----
14.	Board	-----
15.	Carpet	-----
16.	Cement Paint	-----
17.	Cement	-----
18.	GI Pipe	-----
19.	Paint	Dulux / Berger / Asian Paint First Quality
20.	WEATHER SHIELD MAX PAINT	ICI /Dulux Paints First Quality
21.	CP Fitting	Jaguar – Florentine Series Make Only
22.	Ceramic Fitting	Regency / Bell/ somany /Johnson
23.	Kitchen Sink	-----
24.	Vitrified Tiles	Spartek / Navin/ Bell/ Nitco / Somany/ Johnson
25.	Aluminium Section	-----
26.	Flush Door Shutter	-----
27.	Glue	-----

The material shall be first got approved from the Bank's Architect / Bank's Competent Authorities.

Signature of Contractor

Deputy Zonal Manager
Bank Of Maharashtra,
Zonal office, Nagpur.

IMPORTANT:

THE CONTRACTORS SHALL QUOTE THE EXACT WORKING RATES OF ITEMS & NO REBATE /DISCOUNT IN PERCENTAGES SHALL BE CONSIDERED AS IT IS AN ITEM RATE TENDER WITH THE PRICE BID, THE RATES QUOTED WILL ONLY BE TAKEN INTO ACCOUNT. HOWEVER DURING THE PERIOD OF NEGOTIATION IF ANY AS THE AUTHORITIES MAY DEEM FIT TO SHALL BE CONSIDERED DURING THE PROCESS OF NEGOTIATIONS WHILE ACCEPTANCE OF THE TENDER.

TENDER FOR INTERNAL & EXTERNAL PAINTING, TOILET WORKS AND MISCELLANEOUS ESSENTIAL CIVIL WORKS TO BE EXECUTED AT ZONAL OFFICE, MAHABANK BUILDING AND ANNEXE BUILDING SITABULDI, NAGPUR.

TOTAL OF ANNEXURE -A Rs. _____

RUPEES _____

TOTAL OF ANNEXURE -B Rs. _____

RUPEES _____

TOTAL OF TOILET WORKS Rs. _____

RUPEES _____

TOTAL OF ('A' + 'B' + TOILET WORKS) Rs. _____

RUPEES _____

ADD SERVICE TAX. @ 12.36%

ON SERVICE PORTION OF Rs. (_____) = Rs. _____

(40% OF TENDERED AMOUNT)

RUPEES _____

TOTAL =

RUPEES _____

For

Signature of Contractor

**Deputy Zonal Manager
Bank Of Maharashtra,
Zonal office, Nagpur.**