

UNION BANK OF INDIA
REGIONAL OFFICE - COIMBATORE
1087D, 3rd Floor, Krishna Towers,
Pappanaickenpalayam,
Avinashi Road, Coimbatore - 641037.
Phone : 0422-2240306/304 /332

cmpndrocoimbatore@unionbankofindia.bank

TENDER DOCUMENTS

FOR

INTERIOR FURNISHING, ELECTRICAL & AIR CONDITIONING WORKS OF UNION BANK OF INDIA,

METTUPALAYAM BRANCH LOCATED IN

NO.279-280, OOTY MAIN ROAD, METTUPALAYAM

COIMBATORE - 641305.

PART - I

ROC:PD:069:2022-23 Dated 16.05.2022

Contractor's Empanelled with the Bank only eligible for the tender.

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I. NOTICE INVITING TENDER

1. Sealed tenders are hereby invited on behalf of Union Bank of India, Regional Office, for the proposed Interior Furnishing, Electrical & Air Conditioning Works of Mettupalayam Branch, No.279-280, Ooty Main road, Mettupalayam, Coimbatore.
2. **Project Architect - M/s SHRISHTI**, Address: H3, RAS Subiksha Mascot, Trichy Road, Coimbatore, Tamil Nadu 641045, Ph: 0422 2313958/9688882808. In this document, wherever Architect is used refers to the Project Architect M/s SHRISHTI. Similarly, the term "Bank" used refers to "Union Bank of India, Regional Office, Coimbatore".
3. The work to be completed within **30 Days** after the receipt of work order.
4. The tender documents can be downloaded from Bank's website <http://www.unionbankofindia.co.in> and NIC portal e-procure.gov.in.
5. Document Cost will be accepted in the form of Pay Order / Demand Draft only, payable at Coimbatore for the value of **Rs.1000/- per tender** set in favor of the Regional Office, Union Bank of India, Coimbatore and the same has to be submitted along with the filled tender documents. Exemption of tender fees / EMD to MSME/NSIC/SSI registered firms will be allowed on submission of copy of Registration (Attested).
6. The tender documents shall be available from **18.05.2022** to **31.05.2022** and the last date for receipt of tender is **31.05.2022** up to **02.00 P.M.** Tender opening date is **31.05.2022** at **04.00 P.M.** at Union Bank of India, Regional Office, Coimbatore.
7. The filled in tender documents must be submitted to The Regional Head, Union Bank of India, Regional Office, Coimbatore before 2.00 PM on **31.05.2022**. All the listed drawings are also to be returned duly signed by the tenderer.
8. The tender shall be submitted as per instructions with the name of the work super scribed on the envelopes written prominently. The full name and postal address of the tenderer shall be written on the bottom left hand corner of the sealed cover.
9. **Earnest Money Deposit (EMD) for this tender is Rs.16,000/-**. EMD is to be submitted along with the tender in the form of Pay Order / Demand Draft only in favor of Union Bank of India payable at Coimbatore. Tenders without Earnest Money Deposit shall be summarily rejected.
10. The EMD of the successful tenderer will be retained towards security deposit. The Earnest Money Deposit (EMD) will form part of the performance guarantee, which shall not bear any interest. This amount will be refunded only after virtual completion of the work.
11. **Exceptions and deviations which tenderer may desire to stipulate:** Tenderers are advised to submit the tenders strictly based on the conditions of contract and specifications contained in the tender documents and not to stipulate any deviations. Should it however, become unavoidable, deviations may be stipulated. The Bank reserve the right to reject such deviations or evaluate the cost for such deviation as may be determined by the Bank.
12. Tender documents shall be signed wherever provided for and all pages of tender documents shall be initialed at the lower right corner by the tenderer.
13. This tender document shall form part of the contract and subject to the bank norms/rules/conditions.

FOR UNION BANK OF INDIA

REGIONAL HEAD

DATE: 16.05.2022

II. FORM OF TENDER

Regional Head,
Union Bank of India
Regional Office,
COIMBATORE.

Dear Sir,

With reference to the tenders invited by you on behalf of the Regional Head, Union Bank of India, Regional Office, Coimbatore for the proposed Interior furnishing, Electrical & Air Conditioning works of Union Bank of India, Mettupalayam Branch.

I / We the under signed hereby tender and undertake to execute the works under the contract as the rates quoted by me/us in the schedules of quantities and on the terms and conditions with this tender.

I / We have carefully studied and understood the plan, drawing, terms and conditions, schedule of works and have acquainted myself / ourselves with the site conditions.

I / We agree to complete the works within 30 days including the mobilization period from the date of issue of the work order.

I / We do agree for the amount of 5 (five) percent of the total amount of work done deducted proportionately from the interim bills shall remain with the Bank as retention money till the Defects Liability Period is over and the amount shall bear no interest.

I / We do agree to retain the earnest money deposit of (EMD) of Rs.16,000/- as part of the performance guaranty which shall not bear any interest.

It is understood by me / us that the lowest or any tender will not necessarily be accepted.

I / We adhere to the bank norms/rules relating to tender.

Yours faithfully,

Signature of Contractor (s)

Date:

Place:

Address:

III. CONDITIONS OF CONTRACT

1. Tender documents shall be signed wherever provided for and all pages of tender documents shall be initialed at the lower right corner by the tenderer. Tenders not so signed shall be rejected. The tenders shall be submitted in sealed covers to the office of The Regional Head, Union Bank of India, Coimbatore on or before **31.05.2022** up to **2.00 P.M**
2. Tenderers that do not fulfill any of the conditions mentioned herein shall be rejected.
3. Fluctuations in the prices of any materials or equipment or labour etc., shall not be taken into account either for compensation for damage or for extra. The validity of the tender for acceptance shall be 30 days from **31.05.2022**.
4. Watch and ward in respect of all plants and machinery at site for use in work shall be the contractor's sole responsibility.
5. The contractor shall have to make his own arrangements to house his labor and staff and for their services.
6. All instructions regarding the execution of work shall be received from the Project Architect. Any other instructions issued directly to the contractor by anyone else shall not be binding on the Bank.
7. During execution of works the contractor must check his work with the drawings. In case of any discrepancy between the actual site conditions and that detailed in the drawings, the matter should be brought to the notice of the Architect or his representative before executing the work. The contractor shall be responsible for all the errors in this connection and will have to rectify all defects at his own cost, failing which the Bank reserves all rights to get the same rectified at the risk and cost of the contractor.
8. The contractor entrusted with the work shall indemnify the Bank and the Architects against theft, mishaps in construction and injury to workmen, damage to persons, property etc. He shall make good the damage at his own expense.
9. The Bank shall have the power to omit or cancel, add / or alter any item of the work without assigning any reason whatsoever and no claim for compensation for damage will be entertained for such omissions, alterations and cancellations other than taking into account the cost involved for such changes to be plus or minus, and the cost shall be arrived at by the Architects taking into consideration the market rate, site condition etc.
10. Time is the essence of the work. All the works shall have to be completed within the stipulated time from the date of issue of work order. If the work is not completed within the aforesaid period, the contractor shall pay the Bank and the Bank shall be entitled to deduct from the money due to the said contractors the sum of 1% of contract value per week of delay or part thereof, subject to a maximum limit of 10% of the contract amount.
11. The contractor shall maintain satisfactory progress of work as well as maintain the desired standard of workmanship. A meeting to review the progress of work will be held at this office on all Mondays at 4.00 PM, which shall be mandatorily attended by the Contractor and Architect. If Monday happens to be a public holiday, meeting will be held on the next working day. The contractor shall submit weekly progress reports to the Architect & Bank in the format approved by the Bank /Architect prior to the meeting.
12. If in the opinion of the Architect or Bank, the progress is unsatisfactory, the Architects shall advise the Bank to take possession of the work in as and where condition with 7 days notice to that effect. The Bank shall then complete the entire work and rectify all the defects at the contractors cost and consequence.
13. In case the Bank / Architects are not satisfied with the quality of materials used by the contractors, they reserve the right to reject such materials / work and direct the contractors, to procure such supplies from agencies they deem fit.
14. It is agreed that if the works are delayed (1) by force majeure or (2) by reasons of any exceptionally inclement weather or (3) by reasons of loss or any damage by extensive fire not caused by an act or a default on the part of the contractor, by earthquake or civil commotion, strikes or lockouts affecting any of the trade employed upon the works then the Bank shall make fair and reasonable extension of time for completion of works. Upon the happening of any such event, causing delay, the contractor

shall immediately give notice thereof in writing to the Bank and the Bank in all such eventualities agrees, without accepting any contractual obligations in this behalf, to assist the contractor to the utmost extent possible to meet the situation. If no such notice as mentioned above is given within 7 days of happening of such event, no consideration for extra time on this account will be given. No claim for damage or compensation will be entertained on this account and the decision of Bank/Architect will be final and binding on the contractor.

15. The contractor shall submit the bills for payments along with detailed statement showing the actual works carried out under different heads of items. Maximum value of the work for interim payment shall be **60% of work order amount**. The bills for non-perishable materials on site may also be submitted and the payment by the Banks against the same shall be to the maximum extent of 75% of the value of these materials, solely at the discretion of the Banks.
16. The contractor shall clear the site of works as per the instruction of the Bank/Architects. The site of works shall be cleared of all men, materials etc. belonging to the contractor. The site shall be delivered in broom clean and neat condition immediately after the job is completed. In case of failure by the contractor the Bank shall have the right to get the site cleared at the risk and cost of the contractor.
17. The contractor shall not without the written consent of the Bank / Architects assign the agreement or sublet any portion of work.
18. The quoted rates shall be all inclusive and cover the cost of all materials, freight, all types of taxes, duties, royalties, erection, construction, testing of materials samples brought for approval, settings up mock up samples for approval, tools and tackles, plant and equipment, supervision, overheads, profit and any other expenditure incurred for completion of work as per drawings and specification.
19. The final bill from the contractor shall not be entertained under any circumstances without full completion of all the items of work. Any work found defective or wrongly carried out, are to be rectified or replaced prior to submission of the final bill. It is to be expressly noted that no final bill will be held valid in the event of no rectification of defective or wrongly carried out items and the completion date shall not on this account be extended. Defects liability period will be effective from the day of satisfactory completion of all items of work, as may be certified by the Architects.
20. In the event of work being executed on holidays and during or beyond the normal office working hours which might be required for the completion of the work, within the stipulated time, utmost care to be taken not to disturb the normal working of the office, neighboring offices of such a situation exists.
21. While executing the work, considerable amount of shifting and re-shifting of several furniture items are likely to be involved. It is also likely that some of the items might be required to be temporarily shifted elsewhere in the premises on any other floors. These shall be done by the contractor, and no payment against these works shall be separately paid by the Banks.
22. The Contractor shall acquaint himself with the site conditions, local traffic regulations local authority regulations, availability of materials, labor tax structure, etc and quote rate accordingly. No extra charge/ increase in rates shall be allowed in any of these or any other account.
23. The Contractor shall have a competent supervisor on the Site at all the times.
24. The Contractor and / or his authorized representative will attend all the meetings wherever called for and the decision taken in meeting will be binding on the contractor.
25. The Contractor shall extend all necessary help to the agencies of associated works like A/C. works, Electrical works, fire detection works and works to be carried out by the landlord's agencies or other Agencies / contracted by the Bank in such a manner that they can carry out their works smoothly and the whole finished work must appear absolutely integrated. Nothing extra shall be paid on the account whatsoever.
26. Figured dimensions in all cases to be followed and in no case should they be scaled. Large scale details take precedence over small scale drawings. In case of any ambiguity, conflict of interpretation, generally the provisions giving more rigorous interpretation shall prevail, and the Architect's decisions in this regard shall be final and binding.
27. In case any Municipal / Local Authorities approval is necessary then it shall be the contractor's responsibility to get it approved and all expenses incurred thereof shall be borne by them.

28. In case the local authorities such as Ward Office raise objections in matters of water/electricity consumption, debris disposal etc the contractors shall solve the matter at their end without involving or putting financial liability on the Bank.
29. The contractor shall be bound to carry out any extra items of work, and wherever possible, the rate for extra item shall be derived from the rate already quoted, otherwise the rate shall be worked out at cost of material + labour + 15% towards overheads, wastage, transportation and profit, if required.
30. Rate for extra items (readymade) directly bought by the contractor shall be allowed based on cost of material.
31. Variation and extra items if any, up to a value of Rs. 5000/- shall be carried out under specific written instructions by the Architects. However, such items of value in excess of Rs. 5000/- shall be carried out under prior sanction by the Bank. Sanction for all items shall be sought by the contractor within seven days from the occurrence of such necessity.
32. The rates shall be entered in figures as well as in words.
33. Water for consumption by the contractor is to be arranged by the contractor at his own cost.
34. The contractor shall be given a single electrical connection at the work site. Electrical charges for consumption will be charged separately by Union Bank of India at the applicable rate.
35. When the works are complete in all respects, the contractor shall intimate in writing to the Architect and the Bank to enable the Bank to take the possession of the same. The works shall not be considered virtually complete until the Banks and the Architects have jointly inspected the works and certified in writing that this has been completed.
36. Unless otherwise instructed, the contractor shall insure the work and keep them insured comprehensively, against loss or damage by fire and / or earthquake and flood, until the virtual completion certificate is used. The insurance must be placed with a company approved by the Bank in the joint names of the Banks and the contractor for such amount and for any further sum if called to do by the Banks. The premium for such further sum shall be allowed to the contractor as an authorised extra. All the Banks supplied items forming a part of erection contract shall basically constitute these, once they are handed over to the contractor from the Banks stores. The contractor shall deposit the policy along with all amendments and the receipts for premium paid with all amendments and the receipts for premium paid with the Banks within 10 days from the date of issue of work order unless otherwise instructed.
37. All quantities mentioned in the BOQ are approximate and contractor will not claim any damages for increase / decrease in profit.

IV. SAFETY CODE

The chapter mainly deals with the general safety measures to be adopted at Construction site.

Scaffolds: All personnel at site should be provided with helmet and safety boots with some identification mark. Visitors also should be provided with helmets. It should be ensured that these are used properly. Also, suitable first aid box should be kept at site with all requisite materials. No one should be allowed to inspect/ work at a height without safety belt.

1. Suitable scaffolds shall be provided for workmen for all works that cannot safely be done from the ground, or from solid construction except in the case of short duration work which can be done safely from ladders. When a ladder is used, it shall be of rigid construction made either of good quality wood or steel. The steps shall have a minimum width of 450 mm and a maximum rise of 300 mm. Suitable hand holds of good quality wood or steel shall be provided and the ladder shall be given an inclination not steeper than $\frac{1}{4}$ to $1\frac{1}{4}$ horizontal and 1 vertical).
2. Scaffolding or staging more than 4 m. Above the ground floor, swung or suspended from an overhead support or erected with stationery support shall have a guard rail properly bolted, braced or otherwise secured, at least 1 m. Above the floor or platform of such scaffolding or staging and extending along the entire length of the outside and ends thereof with only such openings as may be necessary for the delivery of materials. Such scaffolding or staging shall be so fastened as to prevent it from swaying from the building or structure.
3. Working platforms, gangways and stairways shall be so constructed that they do not sag unduly or unequally and if the height of the platform, gangway or stairway is more than 4 m. Above ground level or floor level, they shall be closely boarded and shall have adequate width and be suitably fenced as described above.
4. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be 1m.
5. Wherever there are open excavations in ground, they shall be fenced off by suitable railing and danger signals installed at night so as to prevent persons slipping into the excavations.
6. Safe means of access shall be provided to all working places. Every ladder shall be securely fixed. No portable single ladder shall be over 9 m. In length while the width between side rails in rung ladder shall in no case, be less than 290 mm. For ladder up to and including 3 m. In length. For longer ladders this width shall be increased at least 20 mm for each additional meter of length.
7. A sketch of the ladders and scaffolds proposed to be used shall be prepared and approval of the Engineer obtained prior to construction.

Other Safety Measures:

1. All personnel of the contractor working within the plant site shall be provided with safety helmets. All welders shall wear welding goggles while doing welding work and all metal workers shall be provided with safety gloves. Persons employed on metal cutting and grinding shall wear safety glasses.
2. Adequate precautions shall be taken to prevent danger from electrical equipment. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or the public.

Excavation and Trenching

1. All trenches, 1.25 m. Or more in depth shall at all times be supplied with at least one ladder for each 30 m. In length or fraction thereof. The ladder shall be extended from bottom of the trench to at least 1 m. Above the surface of the ground. Sides of trenches which are 1.5 m. Or more in depth shall be stepped back to give suitable slope or securely held by timber bracing so as to avoid the danger of sides collapsing. The excavated materials shall not be placed within 1.5 m. Of the edges of the trench or half of the depth of the trench whichever is more. Cutting shall be done from top to bottom. Under no circumstances undermining or undercutting shall be done.
2. The contractor shall take all measures on the site of the work to protect the public from accidents and shall be bound to bear the expenses of defence of every suit, action or other proceedings at law that may be brought by any persons for injury sustained owing to neglect of the above precautions

and to pay any such persons or which may with the consent of the contractor, be paid to compromise any claim by any such person.

Demolition: Before any demolition work is commenced and also during the process of the work:

- All roads and open areas adjacent to the work site shall either be closed or suitably protected.
- No electric cable or apparatus which is liable to be a source of danger over a cable or apparatus used by the operator shall remain electrically charged.
- All practical steps shall be taken to prevent danger to persons employed from the risk of fire or explosion or flooding. No floor, roof or other part of the building shall be so overloaded with debris or materials as to render it unsafe.

Personnel Safety Equipments

1. All necessary personal safety equipment as considered adequate by the Engineer should be kept available for the use of the person employed on the site and maintained in a condition suitable for immediate use, and the contractor should take adequate steps to ensure proper use of equipment by those concerned.
2. Workers employed on mixing asphaltic materials, cement and lime mortars shall be provided with protective footwear and protective goggles.
3. Those engaged in white washing and mixing or stacking of cement bags or any material which is injurious to the eyes shall be provided with protective goggles.
4. Those engaged in welding works shall be provided with welder's protective eyesight lids.
5. Stonebreakers shall be provided with protective goggles and protective clothing and seated at sufficiently safe intervals.
6. When workers are employed in sewers and manholes, which are in use, the contractor shall ensure that the manhole covers are opened and are ventilated at least for an hour before the workers are allowed to get into manholes and the manholes so opened shall be cordoned off with suitable railing and provided with warning signals or boards to prevent accident to the public.
7. The contractors shall not employ men below the age of 18 years and women on the work of painting with products containing lead or any toxic material in any form. Wherever men above the age of 18 are employed on the work of such painting the following precautions should be taken :
 - No paint containing lead or lead products shall be used except in the form of paste or readymade paint. Paints like vinyl and epoxies having toxic fumes should be applied after following all precautions laid down by manufacturers.
 - Suitable face masks should be supplied for use by the workers when paint applied in the form of spray or a surface having lead paint dry rubbed and scrapped.
 - Overalls shall be supplied by the contractor to the workmen and adequate facilities shall be provided to enable the working painters to wash during the cessation of work.
8. When the work is done near any public place where there is risk of drowning all necessary equipments should be provided and kept ready for use and all necessary steps taken for prompt rescue of any person in danger and adequate provision should be made for prompt first aid treatment of all injuries likely to be sustained during the course of the work.

Hoisting Machines

1. Use of hoisting machines and tackle including their attachments anchorage and supports shall conform to the following standards or conditions:
 - These shall be of good mechanical constructions sound material and adequate strength and free from patent defect and shall be kept in good repair and in good working order.
 - Every rope used in hoisting or lowering materials or as means of suspension shall be of durable quality and adequate strength and free from patent defects.

2. Every crane driver or hoisting appliance operator shall be properly qualified and no person under the age of 21 years shall be in charge of any hoisting machine including any scaffolding winch or give signals to operator.
3. In case of every hoisting machine and of every chain ring hook, shackle shovel and pulley block used in hoisting or as means of suspension the safe working load shall be ascertained by adequate means. Every hoisting machine and all gear referred to above shall be plainly marked with the safe working load. In case of a hoisting machine having a variable safe working load, each safe working load and the conditions under which it is applicable shall be clearly indicated. No part of any machine or any gear referred to above in this paragraph shall be loaded beyond the safe working load except for the purpose of testing.
4. In case of departmental machines, the safe working load shall be notified by the Engineer. As regards contractor's machines, the contractor shall notify the safe working load of the machine to the Engineer whenever he brings any machinery to site of work and get it verified by the Engineer concerned.
5. Motors, gearing, transmission, electric wiring and other dangerous parts of hoisting appliances should be provided with efficient safeguards. Hoisting appliances should be provided with such means as will reduce to the minimum of the risk of any part of a suspended load becoming accidentally displaced. When workers are employed on electrical installations which are already energized, insulating mats, wearing apparel, such as gloves, sleeves and boots as may be necessary, should be provided. The workers should not wear any rings, watches and carry keys or other materials which are good conductors of electricity.
6. Adequate washing facilities should be provided at or near places of work.
7. These safety provisions should be brought to the notice of all concerned by display on a notice board at a prominent place at work spot. The person responsible for compliance of the safety code shall be named therein by the contractor.
8. To ensure effective enforcement of the rules and regulations relating to safety precautions the arrangements made by the contractor shall be open to inspection by the Labor Officer, Engineers of the Department or their representatives.
9. Any other precautions and safety measurements required for the said work should be taken by the contractor.
10. Notwithstanding the above, there is nothing in these to exempt the contractor from the operations of any other Act or Rule in force in the Republic of India.

V. MODEL RULES FOR THE PROTECTION OF HEALTH AND SANITARY ARRANGEMENTS FOR WORKERS

1. Application:

These rules shall apply to the contractor of Interior Furnishing, Union Bank of India, Mettupalayam Branch, Coimbatore.

2. Definition

- "Work place" means a place at which, at an average 50 workers is employed in connection with construction work.
- "Large work place" means a place at which average 500 or more workers are employed in connection with construction work.

3. First Aid

- At every work place, there shall be maintained in readily accessible place first aid appliance including an adequate supply of sterilized dressings and sterilized cotton wool. The appliance shall be kept in good order and in large work they shall be placed under the charge of a responsible person who shall be readily available during working hours.
- At large work places, where hospital facilities are not available within easy distance of the works, first aid posts shall be established and be run by a trained compounder.
- Where large work places are remote from regular hospitals, an indoor ward shall be provided with one bed for every 250 employees.
- Where large work places are situated in cities, towns in their suburbs and no beds are considered necessary owing to the proximity of city or town hospitals, suitable transport shall be provided to facilitate removal of urgent cases to the hospitals.

At other work places, some conveyance facilities, such as a car, shall be kept readily available to take injured person or persons suddenly taken ill to the nearest hospital.

4. Drinking Water

- In every work place, there shall be provided and maintained at suitable places easily accessible to labor sufficient supply of cold water fit for drinking.
- Where drinking water is obtained from an intermittent public water supply, each work place shall be provided with storage where such drinking water shall be stored.
- Every water supply of storage shall be at a distance of not less than 15 m. From any latrine, drain or other source of pollution. Where water has to be drawn from an existing well which is within the proximity of latrine, drain or any other source of pollution, the well shall be properly chlorinated before water is drawn from it for drinking. All such wells shall be entirely closed in and be provided with a trap door which shall be dust and water proof.
- A reliable pump shall be fitted to each covered well, the trap door shall be kept locked and opened only for cleaning or inspection which shall be done at least once a month.

5. Washing & Bathing Places

- Adequate washing and bathing places shall be provided, separately for men and women.
- Such places shall be kept in clean and drained condition.

6. Scale of Accommodation in Latrines & Urinals

There shall be provided within the precincts of every work place latrines and urinals in an accessible place, and the accommodation, separately for each of them shall not be less than the following scale:

	No. Of Seats
a) Where the number of persons does not exceed 50	- 2
b) Where the number of persons exceeds 50, but does not exceed 100	- 3
c) For every additional 100	- 3 per 100

In particular cases, the Engineer shall have the powers to vary the scale where necessary.

7. Latrines & Urinals for Women

If women are employed, separate latrines and urinals screened from those for men and marked in the vernacular in conspicuous letters "For Women Only" shall be provided on the scale laid in Rule 6. Those for men shall be similarly marked "For Men Only". A poster showing the figure of a man or a woman shall also be exhibited at the entrance of latrines for the respective sex. There shall be adequate supply of water close to the urinals and latrines.

8. Latrines & Urinals

All latrines shall be provided with septic tanks or leach pits in case of small units. All the latrines shall be kept in good sanitary condition.

9. Construction of Latrines

The inside walls shall be constructed of masonry or some suitable heat resisting non-absorbent materials and shall be cement washed inside and outside at least once a year. The dates of cement washing shall be noted in a register maintained for this purpose and kept available for inspection. Latrines will not be of a standard lower than bore-hole system and should have thatched roofs.

10. Disposal for Excreta

Unless otherwise arranged for by the local sanitary authority, arrangements for proper disposal of excreta shall be made by septic tank or leach pit duly approved by the Engineer and in conformity with the requirements of local public health authorities.

11. Provision of Shelter During Rest

At every work place there shall be provided free of cost, two suitable sheds, one for meals and the other for rest separately for men and women for the use of labor. The height of the shelter shall not be less than 3.5 m. From the floor level, to the lowest part of the roof. The sheds should be roofed with at least thatch and mud flooring will be provided with a dwarf wall around not less than 750 mm. Sheds should be kept clean and the space should be on the basis of at least 0.50 square meter per head.

12. Crèches

a) At every work place, at which 50 or more women workers are ordinary employed, there shall be provided two huts for the use of children under the age of 6 years belonging to such women, one hut shall be used for infants' games and play and the other as their bed room. The huts shall not be constructed on a lower standard than the following:

- i. thatched roof
- ii. mud floors and walls
- iii. planks spread over the mud floor and covered with matting.

The huts shall be provided with suitable and sufficient openings for light and ventilation. There shall be adequate provision of sweepers to keep the place clean. There shall be two dais in attendance. Sanitary utensils shall be provided to the satisfaction of the Health Officer of the area concerned. The use of the hut shall be restricted to children, their attendants and mothers of the children.

- a) where the number of women workers is more than 25 but less than 50, the contractor shall provide at least one hut and one dai to look after the children of women workers.
- b) The size of crèche or crèches shall vary according to the number of women workers.
- c) The crèche or crèches shall be properly maintained and necessary equipment like toys etc. Shall be provided.

13. Canteen

A cooked food canteen on a moderate scale shall be provided for the benefit of workers wherever it is considered expedient.

VI. APPENDIX "A" - MEMORANDUM TO CONDITIONS OF CONTRACT

1	Date of Commencement	:	Immediately with issue of work order
2	Date of Completion	:	Work to be completed within 30 Days of after the receipt of work order
3	Liquidated Damages	:	1% of the accepted contracted value per week of delay or part thereof subject to maximum of 10% of the accepted contract value.
4	Defects Liability period	:	12 months
5	Value of work for interim payment	:	60% of work order amount
6	Retention Money	:	5% of value of work (in addition to Earnest money and Security deposit) to be deducted from the running bills
7	Retention after virtual completion	:	5% of the total billed (certified) amount to be refunded on successful completion of defect liabilities period.
8	Period for honoring certificates for payment by the Bank	:	15 days (after receipt of certificates from Architects by the Bank.)
9	Period for honoring final bill.	:	20 days after receipt of certificate from the Architect

We agree to the terms incorporated in the above 'Appendix' - 'A'

Date:

Signature of Contractor (s).

VII. GENERAL SPECIFICATIONS AND MODE OF MEASUREMENT

(A) GENERAL SPECIFICATIONS FOR FURNISHING WORKS:

1. These specifications are for work to be done, items to be supplied and materials to be used in the works as shown and defined on the drawings and described herein, to the satisfaction of the Bank / Architect

The workmanship is to be the best possible and of a high standard. The contractor shall get the materials approved from the Bank / Architect and in conformity with specification and approved list of manufactures and brand. The contractor shall produce all invoices, vouchers or receipts for any materials if called upon to do so by the Bank / Architect.

Samples of materials are to be submitted to the Bank / Architect for their approval before the contractor orders or deliver the materials to the site. Samples together with their packing are to be provided free of charge by the Contractor and should any materials be rejected they will be removed from the site at the contractors expense.

All samples will be retained by the Banks / Architects for comparison with materials which will be delivered at site. Also the contractor will be required to submit specimen finishes of colours, fabrics etc. for the approval of the Banks / Architects before proceeding with the works.

The contractor shall be responsible for providing and maintaining temporary covering required for the protection of finished work. He is also to clean out all wood shavings, cut ends and other waste from all parts of the works before covering or infillings are constructed.

All guarantees & warranties provided by manufacturer of all products used are to be handed over in original to the Bank on completion of work.

Take all steps immediately to make up deficiency if any noticed by the Bank / Architect. Use must be made of special tradesmen in all aspects of the work and allowance must be made in the rates for the same.

The materials to be provided by the contractor shall be in accordance with the samples

2. Joinery in wood work:

The contact surface between internal frame and skinning shall be glued with approved adhesive in addition to fixing with necessary screws etc.

After preparing proper surface of skinning by sand-papering etc., the laminates or veneers shall be fixed on it with the help of approved adhesives.

Framework for full height partitions shall be rigidly fixed to the floor, walls, and ceiling. The partition height shall be measured upto bottom of false ceiling and framing members /ply going above the ceiling shall not be measured.

Any portions that are warped or found with other defects are to be replaced. The whole of the work is to be finished in accordance with the detailed drawings and the direction of Bank / Architect.

All joints shall be standard mortise and tenon, dowel, or cross halved. Screws, nails etc. will be of standard iron or wire. Tenons should fit the mortise exactly.

Nailed or glued butt joints will not be permitted.

Wherever screw heads are on a finished surface, those will be sunk and the hole plugged with a wood plug of the same wood and grain to match the colour.

3. Timber:

All the wood to be used shall be properly seasoned, of natural growth and shall be free from worm holes, loose or dead knots or other defects. Wood will be sawn square and shall not suffer warping splitting or other defects. Teakwood & Malaysian Sal should be of 1st quality.

The moisture content shall not exceed 12%

All internal frame work shall be treated with approved wood preservative and with fire retardant treatment / paint.

All wood brought to site should be clean & not have any preservative or coating.

All rejected or decayed wood shall be immediately removed from site

All the dimensions mentioned for T.W. members are finished sizes.

All T.W lipping & beading samples are to be approved by architects before usage.

4. **Plywood:** Waterproof Plywood shall generally conform to latest BIS Specifications, bonded with phenol formaldehyde. Commercial plywood shall generally conform to latest BIS Specifications, bonded with melamine urea - formaldehyde.

5. **Block board:** All block board specified will be phenol formaldehyde bonded, confirming to latest BIS Specifications.

6. **Hardware and Metals:**

All the screws / bolts with nuts to be used shall have oxidized finish (unless required otherwise) of approved shape, size, and quality.

Samples of all hardware are required to be approved by in advance.

The agency should protect all hardware with suitable material as necessary and subsequently clean it at the time of handing over.

All hardware shall be fitted with good workmanship without the surroundings edges being damaged.

All castors shall be approved make, quality and type. They shall be glass reinforced nylon castors.

7. **Laminate:**

All laminates shall be 1.0 mm thick of approved make.

The contractors shall get the sample showing the surface texture, pattern and colour approved, by Banks / Architect.

All laminate edges should be exposed. All laminate, plywood and block board edges will be covered with TW lipping / beading as specified.

8. **Glass:**

All glass is to be approved manufacture, complying or latest BIS Specifications, or as per approved quality and sample. Glass to be of the qualities specified and free from bubbles, air holes, waviness and other defects.

In cutting the glass, proper allowance shall be made for expansion.

Glass for mirror shall be silvering quality (SQ) conforming to or latest BIS Specifications or as approved samples and quality.

On completion, glass surfaces shall be cleaned inside and out, all cracked, scratched Glass / mirror shall be replaced.

9. **Paints and Polishes:**

All materials required for the works shall be specified and approved manufacture, delivered to the site in the manufacturer's containers with the seals, etc., unbroken and after use empty containers shall be stored till finally cleared by the Banks.

All iron or steel / metal surfaces shall be thoroughly scraped and rubbed down with wire brushes and shall be entirely free from rust mill scale, etc. before applying the primary coat.

Enamel paint to plywood & melamine polish to wood surfaces to be done using approved putty and techniques and paint from approved manufacture.

Painting works shall be of high standard without any brush marks on the finished surfaces and nose parts on adjacent furniture, glass etc.

(C) MODE OF MEASUREMENT for Furnishing Works

- Doors & windows: Clear areas over one face inclusive of frame shall be measured. Hold fasts and portions embedded in masonry or flooring shall not be measured.
- Grills: Clear area of grill shall be measured.
- Partitions in Woodwork : The partition height shall be measured upto bottom of false ceiling and framing members / ply going above shall not be measured.
- Decorative panelling over wall: The area of cladding shall be measured in square metres. The gross area covered will be measured.
- False Ceiling: For false ceiling work, the measurement shall be for the actual area covered. No deductions shall be made for cut-outs for light fittings, speakers etc.
- Wood work: For conversion of inches to feet & cm to metre, the resultant figure shall be taken upto two digits after decimal point. Third digit shall not be taken into account.
- Boxing of Windows: Actual area of boxing will be measured. Size of wooden frame will not be included in the measurement.
- Storage Units: Area will be calculated as length, measured on front face multiplied by height of unit.
- Paintings: Windows & grills: Clear area of front face shall be measured. It will include painting rebates in frame, shutters, beadings & both sides of grill.
- Walls: Area of wall upto bottom of false ceiling will be measured. No separate quantity for cornice will be measured.

VIII. LIST OF APPROVED NOMINATION MANUFACTURERS / BRANDS**1. MAKE OF COMPONENTS APPROVED: for Furnishing Works**

S.NO	MATERIAL	APPROVED MANUFACTURER / BRAND
1	GYPSUM BOARD & ACCESSORIES	INDIA GYPSUM LTD.
2	PLYWOOD	CENTURY, SHARON, GREENPLY,
3	BLOCK BOARD	SHARON, CENTURY
4	LAMINATE	SUNDEK, SUNMICA, GREENLAM
5	SCREWS	GKW
6	PAINTS	ASIAN PAINTS, ICI, BERGER
7	WALL PUTTY	NCL ALTEK
8	WOOD PRESERVATIVES	WOOD GUARD / TERMISIL
9	ADHESIVE	FEVICOL, VAMICOL, ARALDAITE
10	ALUMINIUM HINGES & TOWER BOLTS	JYOTI
11	BRASS HINGES & LATCH	VARDHAMAN
12	DOOR HANDLES, KNOBS	KICH
13	LOCKS	EBCO, EKRI, GODREJ
14	DRAWER SLIDES, SLIDING HARDWARE, TELESCOPIC SLIDES & SPRING CLIPS	EBCO, BLUM
15	DOOR CLOSERS	EVERITE
16	CASTORS	ZIPCO
17	GLASS	ASAHI, MODIGUARD
18	TOUGHENED GLASS	IMPACT SAFETY GLASS, BANGALORE. 'SHEJAL GLASS, MUMBAI.

2. NOTE

All materials shall be of the 1st quality and wherever possible ISI marked. If ISI mark is not available, it should conform to BIS specification.

If make / model of any of the items given anywhere in this document contradicts with those listed at para 1 above, then, the make / model listed at para 1 above will prevail.

Wherever contractor proposes to use equivalent makes (i.e. other than specified), the same shall be done after prior approval of the Bank / Architect. Any additional expenditure and time due to this shall be solely on contractor's account and no claims whatsoever shall be entertained, in this regard.

Read, "or equivalent approved" at the end of the list of approved manufacturers / brand for every material.

The bidders are instructed to visit proposed premises of the above said branch before submitting the offers.

Care must be taken during execution that the total load should be equally distributed in all the 3 phases.

All earth joints must be properly tinned and connected with suitable GI bolt, nut, etc., as per standards.

Suitable tinned earth bus should be provided where ever necessary for connecting the different earth leads.

For connecting the earth leads to the earth bus suitable sockets should be used.

Using of PVC / MS flexible hoses should be avoided.

IX. PREAMBLE TO SCHEDULE OF QUANTITIES

1. IMPORTANT NOTE:

IT IS TO BE EXPRESSLY NOTED THAT SPECIFICATIONS WILL PREVAIL AND SUPERSEDE THE DRAWING IN CASE OF ANY INCONSISTENCY / DIFFERENCE IN BETWEEN THE SPECIFICATION AND THE DRAWINGS. THE TENDERER IS REQUIRED TO PERUSE CAREFULLY ALL PARTS OF TENDER DOCUMENTS AND DRAWINGS. IF ANY DIFFERENCES / INCONSISTENCY IS NOTICED, HE SHALL BRING IT TO ATTENTION OF UNION BANK OF INDIA / ARCHITECT & GET THE REQUIRED CLARIFICATIONS BEFORE SUBMISSION OF TENDER. FAILURE TO DO SO WILL NOT ENTITLE THE SUCCESSFUL TENDERER TO PREFER ANY CLAIMS FOR EXTRA PAYMENTS LATER.

2. The tenderer is required to inspect the site of the work and ascertain for himself site conditions, facilities available and other aspects before quoting for the work. The tenderer is also required, before quoting, to carefully peruse the tender documents, the tender drawings and connected details so as to understand clearly the scope and intent of the tender. Any claims by the successful tenderer at a later date on account of the failure to comply with the above instructions will not be entertained.
3. The tenderer should note that the works under the scope of this tender are to be carried out and installed in the existing building. The tenderer should note that he should execute his part of the work without causing any damage to any component of the building or services. Any damage so caused shall be made good at the cost and risk of the successful tenderer /contractor.
4. The successful tenderer should protect all other items of work of other agencies, such as flooring, electrical work etc., from any damage shall be responsible for final clearing of the floor, walls etc., before handing over. No extra is payable toward this.
5. The successful tenderer shall include this rate, in all minor civil works such as casing wall, drilling hooks etc., and making good and no extra is payable toward this. Neat housekeeping at all shapes of work is the responsibility of the successful tenderer, who shall also ensure that removal of debris, wood shaving, waste materials etc., from the site at his own cost, is organized at regular basis. The successful tenderer shall also responsible for safety and security of all these materials and also for ensuring fire prevention steps are taken at all times.
6. The tenderer should note that the tender drawings and other documents describing each item of the schedule are only indicative in nature and cannot be taken as complete in detail. The tender being for furniture works, calls for good workmanship and finish including use of good quality materials of high standard.
7. The tenderer should understand the intent of the tender drawings and specifications and provided for materials, workmanship finishes and accessories appropriately, so as to deliver the product of high standards in keeping with the function for which the furniture is designed. No claim from the contractor at a later date will be entertained for his failure to understand this requirement. The decision of Union bank of India / Architect in respect of the quality of materials, type of fabrication / assembling, workmanship, finish, etc., shall be final and binding on the contractor. No claim for such materials, construction, workmanship and finish can be entertained.
8. Union bank of India /Architect reserve the right to insist on selection of material, workmanship detailing and finishes which they consider are appropriate, and suitable for the intended use for which the contractor is not eligible for any extra claim on this account.
9. Union bank of India /Architect reserve the right to insist on proto-type to be made for approval before starting the full fledged manufacture of each type of the furniture.
10. Union bank of India / Architect reserve the right to suggest or make modification at the prototype stage, which shall be complied with any extra cost.
11. Union bank of India / Architect will require the contractor to produce samples of all materials accessories / finishes prior to procurement / manufacture. Samples of all hardware fittings shall be shown to Union bank of India / Architect in advance and approval obtained before procurement. Failure to comply with these instructions can result in rejection of the work.
12. All items supplied / installed shall be guaranteed for a period of one year from Union bank of India's acceptance for covering materials, workmanship and finish. Any defects or shrinkage, warping or other forms of deterioration shall be made good by the contractor at his own cost within the guarantee period, immediately on being informed of such defects failure to comply will entail Union

- bank of India to unilaterally decide on getting the repair done through other agency at the cost and risk of the contractor.
13. The contractor should use only the best material. If required by Union bank of India / Architect, the contractor shall arrange for testing the products or produce test certificate from recognized testing houses to establish the quality of materials at his own cost. Any defective material not meeting with the standard shall be replaced at the contractor's own cost.
 14. Tenderers shall indicate the make of the materials along with the tender preferably with samples of catalogues, based on which rates have been quoted. The tenderer should be prepared to produce samples for those items, make of materials is not furnished with the tender, on his own cost and responsibility and without any liability on Union bank of India.
 15. The dimensions of furniture provided in the schedule as well as in the drawing are likely to vary slightly according to the site of space available in the respective rooms where they are to be provided or placed. Union bank of India / Architect have the right to slightly modify the dimension of furniture items for which no extra claim shall be entertained.
 16. The quoted rates shall include all materials, labour, furniture fittings, accessories of matching type with the main furniture, transport to site, all taxes (central, State and Local Taxes) and fixing at the specific places in the building complete. Rate should include cost of keeping the works insured as well as other Insurance requirements.
 17. Enamel paint will be approved brand and will be applied as per manufacturer's specifications. If at the time of handling over, any deterioration scratches or of the finish is observed, Union bank of India / Architect shall have the right to insist on application of another coat without extra cost. All exposed Teakwood members shall be given approved coat of automotive paint. All wood work concealed or covered by other materials shall be given approved enamel paint coating.
 18. In all case measurement will be made on net items in complete shape as manufactured, supplied and installed. Measurement to items such as false ceiling shall be taken for actual area laid to suit the shape and size of the room.
 19. The tenderers should note that they shall absorb all cutting wastage, etc., within the quoted rates and no separate payment will be made for the same. The tenderer shall have to make sure that they protect their materials and hand them over in good shape satisfactory to Union bank of India / Architect.
 20. At the time of handling over any damages, scratches, dents or other such defects shall be rectified as directed without any extra charge by the tenderer / Contractor to the satisfaction of Union bank of India / Architect.
 21. Union bank of India / Architect reserves the right to reject any tender without assigning any reason. Union bank of India / Architect reserves the right to split the scope of the work for award to more than one tenderer at their discretion. Union bank of India / Architect reserves the right to modify thereafter the scope of the work. Tenderer / contractors shall not have not any claim on account of the above.
 22. In case of splitting of work to more than one agency, the time of completion shall be suitably reduced. Union bank of India shall levy penalty / liquidated damages as per the conditions of the contract for delayed progress or work at different stages, final completion of work as the case may be.
 23. All rates quoted shall include high quality hardware fittings and materials and no extra cost is payable for these hardware fittings. Samples of the hardware fittings / materials shall be approved by Union bank of India / Architect well in time, before procurement.
 24. Tenderer should note that for the sake of convenience, only entire description has been furnished of Quantities. For detailed description of each item a separate list of detailed description has been furnished. Both are complementary in nature and shall be read together for each item with corresponding cross-reference.

Place:

Date:

Signature of Tenderer / Contractor

X. SCHEDULE OF QUANTITIES

Name of the work: - The proposed Interior Furnishing, Electrical & Air Conditioning Works for the Existing premises for Union Bank of India, Mettupalayam Branch.

UNION BANK OF INDIA - METTUPALAYAM BRANCH

SUMMARY

1	TOTAL INTERIOR FURNISHING AMOUNT	
2	TOTAL FURNITURE AMOUNT	
3	TOTAL ELECTRICAL AMOUNT	
4	TOTAL AIRCONDITIONING AMOUNT	
	TOTAL	
	CGST @ 9%	
	SGST @ 9%	
	GRAND TOTAL AMOUNT	

BOQ FOR INTERIOR WORKS OF UNION BANK OF INDIA					
METTUPALAYAM BRANCH & ATM					
S.No	SPECIFICATIONS	QTY	UNIT	RATE	AMOUNT
1	CASH COUNTER ALONG WITH THEIR ACCESSORIES				
	Size:Cash- 5'0"x2'6"x3'9" (1 no)				
a	Cash counter to be done as per plan using 18 mm plywood with 1mm laminate sheet of approved colour and inside with 0.8mm laminate . The cash drawers 3 nos are to be provided with denomination partitions with 0.8mm laminate inside . The customer top at 3'9"ht of 1'3" width & working counter top of 2'6" width to be done in lamination finish. CPU platform with foot rest to be provided.	5.00	rft		
b	Cash cabin partition @7'0" ht. to be done using 63.5mmx38.1mm Aluminium frame 1.75 mm thk fixed with 12mm thick glass (to be strictly followed) in front side and fixed with 6mm plywood for both sides and 1mm laminated sheet finish (approved colour) in 3'9" ht., and balance height with 12mm clear glass with voice slit , all around with teak wood designed beading work all wooden frames in melamine polish finish. The door to be done in the same manner and to be provided with door closures, godrej night latch etc.	90	sft		
c	Cash cabin top To be fixed with aluminium deco grill powder coated	55	sft		
d	Side Ledge of 1'3" width with 1 horizontal rack in Cash & SWC using 18mm ply wood finished with 1mm lamination sheet with 1 1/2" thk wooden beading melamine polished.sliding door to be provided.	3.50	rft		
2	FULLY GLAZED PARTITION				
a	Fully glazed partition at Branch & ATM Entrance Front partition to be done at 8'0" height using 4"x3" all round teak wood frame fixed with 12mm thick glass (with Bank logo and etching sticker) mounted on floor spring (Everite/ Hardwyn) and 3/4" designed Teak wood beading. Branch Entrance door of size : 3'6" x7'0" & 3'0"x 7'0" to be done in the same manner. All exposed wooden partition to be in melamine polish finish (above 8'0" ht is measured as non glazed partition).	185	sft		
b	Fully glazed door to be done using 12 mm toughened glass with Bank logo and etching design. The door to be mounted on MRF vapocured twin style aluminium frame on top & bottom and all accessories. Door to be provided with SS handle (satin finish) of 24" for entrance door , 12" for all other doors as per Architect's approval. Size: 3'6"x7'0"	2	nos		
3	PARTLY GLAZED PARTITION				
	Partly glazed partitions to be done upto falseceiling ht using 63.5mmx38.1mm Aluminium frame 1.75 mm thk good quality, fixed with 6mm plywood on both side and 1mm laminate sheet (approved colour) from bottom @ 3'0" ht and upto ceiling.The middle portion fixed with 8mm glass with Bank logo and etching sticker for 4'0" height. fixed with teak wood beading work.All exposed wooden portion to be in melamine polish finish. Door to be done in same manner with glass and fixed with door closure, 6" SS handle, lock and all other accessories. door of size : 2'6" x7'0" & 3'0'x7'0".	160	sft		

4	NON GLAZED PARTITION				
	Non glazed partition using 63.5mmx38.1mm Aluminium frame 1.75 mm thk good quality, fixed with 6mm plywood and both side 1mm laminated sheet finish (approved colour) without glass. Door to be done in the same manner with glass and fixed with door closure, 6" SS handle ,lock and all other accessories.	610	sft		
5	SEMI GLAZED PARTITION				
	Semi glazed partition @ 4'0" ht to be done using using 63.5mmx38.1mm Aluminium frame 1.75 mm thk mm thk fixed with 6mm plywood for both sides and 1mm laminated sheet finish (approved colour) for 3'0" ht and balance 1'0" ht with 12mm glass , fixed with 3" wide wooden trimmers on top with melamine polished.	20	sft		
6	FALSE CEILING				
	Supply and erection of gypboard false ceiling for Manager cabin, Banking Hall area & ATM at single level with framework of G.I. Section of spacing 4'0" x 2'0" above with 12mm gypboard fixing. Recessed ceiling is to be done as per architects instruction to have provision for indirect lighting rate is included for cutouts for lights, smoke detectors and AC grills. The ceiling is putty finished and sanded to form clean and homogeneous surface. Rate is included for two coats of acrylic emulsion painting.	1230	sft		
7	COLUMN PANELING				
	Column paneling to be done upto false ceiling ht using 2"x1" aluminum sections fixed to the walls and then covered with 12 mm plywood and to be laminated with 1mm thk. laminate of approved make as per design.	60	sft		
8	ACP WALL PANELLING - ATM				
	Providing and fixing Wall Panelling using 3mm thk Aluminium Composite Panels of Alstrong or equivalent make over necessary frame work. The joints formed by the junction of two panels shall be filled with silicon sealant. The Wall Panelling / Boxing shall be erected 75 mm above the Highest False Ceiling Level. However, only exposed portions below the Highest False Ceiling Level shall be considered for payment. Pattern of wall panelling to be got approved from the Bank.	290	Sft		
9	VERTICAL BLINDS				
	100 mm wide Vertical Blinds of Vista levelor/Mac having top rail 39 mm x 34 mm (1.2 mm thick). The lower fabric shall be of polyster viscose/polyster/ yarn as per approval. (colour - need prior approval from Architect)	185	Sft		
10	WICKET GATE				
	Size : 3'6"x2'6"- 1 no				
	Wicket gate double door and partition made 2"x2" wooden frame covered with 6mm plywood on both sides finished with same lamination, edges are finished with teak wood beadings neatly painted.	1	no		

11	WRITING DESK				
	Size : 5'0"x1'6"x3'6" - 1 no				
	Writing desk to be done as per plan with 12mm glass topped with pigeon holes made with 18mm plywood structure with additional boxing as per design, finished with 1mm laminate outside and painted inside. Suggestion / complaint box and cheque drop box with view glass and locking provision in same manner to be provided along with the writing desk.	1	no		
12	NOTICE BOARD (Size :5'0" x3'6"- 1 no)				
	Fabrication and fixing of notice board made of teak wood frame work alround filled with soft board and covered with fur .The colour(DARK RED) of the fur to be matched with the décor. The outer frame of the notice board is to be finished with melamine polish.	1	no		
13	ROLLING SHUTTER COVER BOX				
	Supplying & fixing of shutter box using 12mm plywood, boxing with above entrance partiton and rolling shutter and finished with 1mm lamination.	40	sft		
14	PAINTING				
a	Painting for banking hall wall portion with Two coats of royal emulsion paint after two coat of putty & primer. The cost includes scaffolding, scrapping, POP and all labour., complete.	750	sft		
b	Painting for non banking area wall & ceiling portion with Two coats of tractor emulsion paint. The cost includes scaffolding, scrapping, POP and all labour., complete.	2280	sft		
c	Painting of window & ventilator grills,rolling shutter frames done with primer and 2 coats of enamel paint.	350	sft		
15	DISMANTLING OF EXISTING ITEMS				
	Dismantling of existing doors, partitions, counters, false ceiling, paneling etc & temporary arrangement for branch functioning. Rate includes all labour charges and carting away from site	1	L.S		
16	BUY BACK				
	Buy Back of all existing tables, partitions, doors, wall panelling & aluminium frames. Rate includes all labours & transportation complete.,	-1	L.S		
TOTAL INTERIOR FURNISHING AMOUNT					

(RUPEES

Signature of the Tenderer :

Address with seal of the Tenderer :

Date :

UNION BANK OF INDIA
Interior Furnishing work for METTUPALAYAM BRANCH

Material Specifications

No	Material	Specifications	Brand
1	Plywood	Thickness mentioned in tender	Greenply/Anchor 2000 ply/Sharon ply
2	Entrance door wood		Alu. MRF vapocured twin style frame
3	False ceiling	Thickness mentioned in tender	India gypsum
4	Lamination	1mm thick	Sunmica/Merino/Greenlam (approved bank colour)
5	Door Closers	Heavy Automatically	Everite/ Hafele/Doorman, and other approved by Architect
6	Locks for Doors	Good quality	Laxmi, Godrej, and other approved by Architect.
7	Locks for Tables	Multipurpose lock	Laxmi, Godrej, and other approved by Architect.
8	Glass	Float glass	Modi float Glass, Saint gobain
9	Paint	Plastic emulsion 2 coats over putty with primer	Asian/Dulux/Nearolac
10	Vertical Blinds		Mac/Equivalent
11	Wood		1st quality Teak wood beading & Malaysian Salwood framing free from knots
12	Beadings		1st quality teak wood/beach wood as approved by Architect
13	Floor Spring		Godrej/Everite/Hardwyn

Note :

Hereby agree to use the specified and approved brands without any deviations.

Signature of Tenderer :

Address :

Date :

BOQ FOR FURNISHING WORKS OF UNION BANK OF INDIA					
METTUPALAYAM BRANCH & ATM					
S.No	SPECIFICATIONS	QTY	UNIT	RATE	AMOUNT
1	RUNNING COUNTER ALONG WITH THEIR ACCESSORIES				
a	Front running counter, back officer & clerk to be done as per plan using of 18mm plywood structure with 1 drawer & 1 filing shelf fixed with pull out door (box type hinges),locks, D type handles and all accessories to be provided.All drawers, corners, doors to be finished with beach wood lipping/beading, melamine polished., push in type keyboard and all drawers on telescopic channels. All exposed edges Teak/beach wood beadings is finished with melamine polished and inside is finished with 0.8mm laminate . CPU platform with foot rest to be provided.	31	rft		
b	Running counter front stright glass done using 21/2"x21/2" teak wood support frame fixed with 12mm thick glass with etching design in front side as per plan above the counter top for 1'6" height.	50	sft		
2	OFFICER SIDE UNIT				
	The officer table side unit done using 18mm plywood structure and provided with 2 drawers and filing shelf with doors with locks, handles etc., finished in same manner.	Nil	no		Nil
3	MANAGER TABLE WITH SIDE UNIT				
	Size : 6'0"x2'6"x2'6", Side unit: 3'3"x1'6"x2'6"				
	Manager table as per drawing done with structure made of 18mm plywood with drawer unit comprising of 1 drawer, 1 filing shelf fixed with pull out door (box type hinges), locks, D type handles and all accessories to be provided.All drawers, corners, doors to be finished with beach wood lipping/beading, melamine polished., push in type keyboard, all drawers and key board on telescopic channels. All exposed edges Teak/beach wood beadings is finished with melamine polished and inside laminated with 0.8mm laminate . The table to be topped with 12mm float glass with beveling on all four sides. The side unit is provided with two drawers and filing shelf with two pull out doors, finished in same manner.CPU platform with foot rest to be provided.	1	no		
4	SUB STAFF TABLE				
	The sub staff done using 18mm plywood structure and provided with 2 drawers and filing shelf with doors with locks, handles etc., finished in same manner.	Nil	no		Nil
5	FILE CABINET				
	Providing and fixing 2'6" ht filing cabinet made of 18mm plywood structure comprising of suitable intermediate horizontal racks with open type doors, finished with 1mm laminate and teak wood beadings neatly melamine polished and inside 0.8mm laminate , with locks, handles and all accessories.	310	sft		
6	PANTRY TABLE				
	Supplying and fixing of pantry table using 18mm plywood with proper support and finished with matching lamination sheet, horizontal storage rack also provided for keeping bags and tiffin carriers. 6'6"x1'9"x2'6"	8	rft		
	TOTAL FURNITURE AMOUNT				

(RUPEES

Signature of the Tenderer :

Address with seal of the Tenderer :

Date :

BOQ FOR ELECTRICAL & ALLIED WORKS OF UNION BANK OF INDIA					
METTUPALAYAM BRANCH & ATM					
Sl.No	Description Of Work	Qty	Unit	Rate	Amount
A	VERTICAL PANEL BOARD				
	Supply, erection, testing and commissioning of 8 way Vertical sub MCCB DB made out of 16 SWG CRCA Sheet , dust and vermin proof , wall mounting consisting of the following	1	set		
	Incomer : 100 A MCCB Breaking capacity 16KA				
	Out goings:				
	40 A 3 Pole MCB: 2 Nos for UPS				
	63 A 3 Pole MCB: 3 Nos for PDB & LDB & AC				
	20 A SP MCB: 7 Nos for Split AC				
	6/10/16/20/32 A SP MCB: 6 Nos for others				
B	DISTRIBUTION BOARDS				
1	LIGHTING DB				
	Supply, erection, testing and commissioning of 4 way TPN DB made out of 8 SWG CRCA Sheet , dust and vermin proof , wall mounting consisting of the following	1	Set		
	(Make:MDS/Hager/CRABTREE)				
	Incomer : 63A 4P MCB (DCMJCFPF063)				
	Outgoing:				
	DCMJCSPF - 10/6A SP MCBs- 10 Nos				
2	RAW POWER DB				
	Supply, erection, testing and commissioning of 4 way TPN DB made out of 8 SWG CRCA Sheet , dust and vermin proof , wall mounting consisting of the following	1	Set		
	(Make:MDS/Hager/CRABTREE)				
	Incomer : 63A 4P MCB (DCMJCFPF063)				
	Outgoing:				
	DCMJCSPF - 10/6A SP MCBs- 10 Nos				
3	C DB & ATM DB				
	10 Way SPN Distribution board with nueutral bar,earth bar,cables ties,top and bottom removable gland plate and with necessary adopter boxes if any. The DB should be IP 42 metallic double door with provisioin of MCB & ELCB etc as required including cutting of wall and plastering the same with neat finish.It comprising as follows:-	3	Set		
	(Make:MDS/Hager/CRABTREE)				
	Incomer :				
	DCMJCFPF032 - 40 A DP - 1 No				
	Outgoing:				
	DCMJCSPF - 6/10/16A SP MCBs- 10 Nos				
C	METAL CLAD SOCKETS & CHANGE OVER				
1	Supply & Installation of 32A Metal Clad Socket with top in a specified company manufactured box with suitable rating MCB for connecting AC & Strong room	8	Set		
2	Supply and fixing of 63A Rotter Switch for UPS input	2	Set		
3	63A 4P Lever type Change Over Switch in Manual operation capable of making carrying and breaking currents under normal (HCL / Havells/GEM)	1	Set		

4	Supply & Installation of 32/20A Metal Clad Socket with top in a specified company manufactured box with suitable rating DP MCB breaker type for connecting UPS point .	2	Set		
D	LT CABLES				
a	Supply & Laying of the following cables in built up trenches,on wall, or in the ground as per the case may be,with proper clamping with necessary fixing materials etc.Installing testing&commisioing of 1100V grade UG cable as per IS 7098/1554 (Finolex/ Universal)				
1	3.5Corex50Sqmm Aluminium Armored cable	30	Mtr		
2	4C x6Sqmm Copper Armoured Cable (MDB Panel to Power DB,Lighting DB & Computer DB)	40	Mtr		
b	End Termination of the above cables with proper Glands and Lugs				
1	3.5Corex50Sqmm Aluminium Armored cable	4	Set		
2	4C x6Sqmm Copper Armoured Cable	6	Set		
E	POINTS & WIRING				
	Light/Fan point wiring with 3 of 1.5 sqmm Finolex PVC insulated copper conductor to be laid in 2mm suitable PVC conduit with Bend,Couplings, etc.. And fixing with PVC clamps screws etc.All conduits to be laid above theconduit with Bend,Couplings, etc.. And fixing with false ceiling/partition/concealed in the wall 6A Modular type etc. plate and metal Box Wiring to be connected with supply & fixing ofswitch (MK/ROMA/CRABTREE) with suitable Modular switches				
	a) One light Controlled by One Switch	28	Pts		
	b)Two Lights Controlled by one Switch	2	Pts		
	c) 6A Switch box Sockets in the switch board itself (combined position only)	10	Pts		
	d) 6A Switch box Sockets in the switch board (wall fan	8	Pts		
	e) Exhaust Fan points	2	Pts		
	f) Ceiling fan point with regulator	4	Pts		
F	DB WIRING				
	Supply & Wiring with Flame Retardant Insulated PVC copper wire as per grade IS 994 for Circuits,Computer point,Power points within 2mm thk PVC conduits with necessary accessories and with proper clamps and to be concealed below the false ceiling				
	It comprises as follows:-				
a	3Runs of 2.5Sqmm copper wire in PVC conduit for circuit mains (Circuit mains LDB to All switch boards)	280	Mtr		
b	3Runs of 2.5Sqmm copper wire in PVC conduit for Power points (Power wiring) (2T - 1C)	240	Mtr		
c	3Runs of 2.5Sqmm copper wire in PVC conduit for computer points (UPS wiring) (2T - 1C)	360	Mtr		
d	2Runs of 4Sqmm copper wire+2.5Sqmm copper wire in PVC conduit for (Split AC wiring)	180	Mtr		
e	2Runs of 6Sqmm copper wire+2.5Sqmm copper wire in PVC conduit (UPS input/output)	20	Mtr		
f	3Runs of 2.5Sqmm copper wire in PVC conduit for Lights(UPS for hall, manager & cash)	80	Mtr		

G	POWER POINT OUTLETS				
1	Supply & Installation of 3 Nos of 6A Sockets controlled by 1No 5A Switches with front plate with enclosure and other accessories etc..(MK /ROMA/CRABTREE)	16	Set		
2	Supply & Installation of 1Nos of 6A Socket controlled by 1No 6A Switch with front plate with enclosure and other accessories etc..(MK /ROMA/CRABTREE)	12	Set		
3	Supply & Installation of 1Nos of 16A Socket controlled by 1No 16A Switch with front plate with enclosure and other accessories etc..(MK /ROMA/CRABTREE)	12	Set		
H	LIGHTING FIXTURES				
1	Supply, Fixing & Commisioning of Recess mounting type compact vertical Flat Panel 36W LED fitting in Down Rods with white finish and other fixing accessories.,	16	Set		
2	Supply, Fixing & Commisioning of Recess mounting type compact vertical Flat Panel 18W LED Square Light fitting in Down Rods with white finish and other fixing accessories.	5	Set		
3	Supply & fixing of Patti type 22 Watts LED light fittings (Crompton / Havells)	4	Set		
4	Supply & fixing 7W LED light fitting including lamps.	Nil	nos		Nil
5	Supply & fixing of mirror light	1	nos		
6	Supply & Fixing of Wall mounting Fan (Crompton / Havells)	8	Set		
7	Supply & Fixing of exhaust fan (Crompton / Havells)	2	Set		
8	Supply & fixing of warm colour LED FLEXI Strip Light fittings in the stepped false ceiling area including the cost of wiring etc., complete.	20	mts		
9	Supply, Fixing & Commisioning of 48" ceiling fan with necessary Down Rods and fan hook with all fixing accessories., (Crompton / Havells)	4	Set	Existing to be used	
I	EARTHING				
1	Providing dedicated earthing with 600x600x3.15 mm copper plate along with 50mm dia.10feet long G.I pipe with other accessories in the earth filled with salt,charcoal,etc as per BIS specifications and IS 3043/1987. It should be covered with G.I Manhole cover with necessary civil works.etc..	1	Set		
2	Supplying of all materials and providing earth point, with pipe earthing waste pipe earthing strips funnel etc. excavation trenches, filling with alternate layers of charcoal, salt and sand, back filling as per BIS specifications and IS 3043/1987	1	Set		
3	Supply & Laying of 10 Sqmm PVC Insulated Multi strand copper conductor laid in 25mm dia PVC pipe for Dedicated earth leads from the earth electrodes to the UPS system	60	Mtr		
4	Supply & Laying of 8 SWG copper wire	80	Mtr		
J	TELECOMMUNICATION CABLING				
1	Supply & Laying of 2 pair telephone cable in the 2mm Thk suitable PVC conduit for all telephone points(delton)	320	Mtr		
2	Supply & Fixing of RJ 11 Telephone Sockets	12	Set		
3	Supply & Installation of 10Pair KRONE Box with Enclosure	1	Set		

K	DATA CABLING				
1	Supplying & Fixing of D-Link CAT 6 10/100/1000 Mbps UTP Cable with 1" PVC Pipe rate including the cost of laying the cable & PVC pipe with proper clamps and to be concealed below the false ceiling.complete	430	mts		
2	Supplying & Fixing of D-Link CAT 6 single information outlet including the cost of punching & fixing etc.,	16	nos		
3	Supplying & Fixing of D-Link 24 Port 10/100 Mbps Fast Ethernet Switch	1	no		
4	Supplying & Fixing of D-Link CAT 6 24 port patch panel including punching & fixing etc., complete	1	no		
5	Supplying & Fixing of D-Link CAT 6 3 Feet Patch cord	17	nos		
6	Supplying & Fixing of D-Link CAT 6 7 Feet Patch cord	16	nos		
7	Supplying & Fixing of 9 U RACK	1	no		
L	DISMANTLING OF EXISTING ITEMS				
	Dismantling of existing DBs,lights, fans & temporary arrangement for branch functioning. Rate includes all labour charges and carting away from site	1	L.S		
M	BUY BACK				
	Buy Back of all existing Electrical points, wiring, switches, lights, fans,DBs, Panel board and all other old items & debris carting away from site,. Rate includes all labours & transportation complete.,	-1	L.S		
	TOTAL ELECTRICAL AMOUNT				

(RUPEES

Signature of the Tenderer :

Address with seal of the Tenderer :

Date :

UNION BANK OF INDIA
Electrical work for METTUPALAYAM BRANCH.

Material Specifications

No	Material	Brand
	Electrical Work	
1	Wires	Finolex / Anchor
2	PVC pipes	Precision/ Prince/ Kisan/ Supreme/ Finolex/Bajaj Plast / Vasavi.
3	Switch Socket	Crabtree/Anchor Roma/ MK India or EQ
4	Distribution Board	L&T / MDS
5	ELCB/ ELMCB	L&T / MDS
6	MCCB	L&T / Siemens/Havells
7	Cables	Polycab / Finolex / CCI / Associated Cables
8	Glands	Comet / EMI / Sudhir
9	Lugs	Dowells
10	Light Fixtures	Philips / Wipro / Havells
11	Spot Light	Wipro/ Havells
12	Down Light	Wipro/ Havells
13	Light Bulbs/ Tubes	Phillips / Osram / CGL
14	Telephone/ Data cable	Lucent AT & T / D-link
15	Fuse Switch unit	L&T / Siemens
16	Tel Tag Block	Krone
17	UPS/ Stabilizer	Tata Liebert / APC
18	Indicating Lamps	Mathura
19	Selector Switch	Reco/Essen/Kaycee
20	Meters	Ae/Imp
21	Panel Boards	Factory made
22	1.1 KV PVC a PVC Cables	CCI/ Torrent
23	Cable Glands	Hmi/Cromwel/Mpi
24	Cable Crimping Socket	Dowells/Lotus/Multi
25	Cable Jointing Kit	M Seal/Rachem(Heat shrinkable)
26	RCCB/MCB/DB	MDS/Havells
27	GI Earth pipe(B Class)	Tata
28	Gland Earthing Materials	Best locally available
29	Copper/ AL Earth Conductors	Best locally available

Signature of the Tenderer :

Address of the Tenderer :

Date :

BOQ FOR THE AIRCONDITIONING WORK OF UNION BANK OF INDIA					
METTUPALAYAM BRANCH & ATM					
Sl.No	Description Of Work	Qty	Unit	Rate	Amount
I	SPLIT AIR CONDITIONER				
1	Supply & Installation of 1 TR Split Air Conditioner 3 Star rated including copper tubing (for 3mts) from indoor to outdoor unit and water drain pipe complete (Make: Voltas / Blue Star/Carrier)	3	nos		
2	Supply & Installation of 1.5 TR Split Air Conditioner 3 Star rated including copper tubing (for 3mts) from indoor to outdoor unit and water drain pipe complete (Make: Voltas / Blue Star/Carrier)	3	nos		
3	Supply & Installation of 2 TR Split Air Conditioner 3 Star rated including copper tubing (for 3mts) from indoor to outdoor unit and water drain pipe complete (Make: Voltas / Blue Star/Carrier)	1	no		
4	V-Guard normal Make 5 K va Voltage Stabilizer	7	nos		
5	Installation Charges for Split Air Conditioner	7	LS		
6	Out door unit stand (if required)	7	set		
7	Supply & Laying of PVC drain pipe (if required)	40	mts		
8	Copper Piping and inter connecting cable Charges for split Air Conditioners	25	mts		
9	Civil works like cutting AC hole, packing, drain pipe cutting and packing with mortar etc.	1	ls		
	TOTAL AIR-CONDITIONING AMOUNT				

(RUPEES

Signature of the Tenderer :

Address with seal of the Tenderer :

Date :



