



**TENDER DOCUMENT FOR COMPLETE FURNISHING & ELECTRICAL WORKS  
(including Data Cabling)  
FOR UNION BANK OF INDIA  
NICHAR BRANCH AT NICHAR  
KINNAUR (H.P)**

OFFICE OF:  
THE ASSISTANT GENERAL MANAGER  
UNION BANK OF INDIA,  
REGIONAL OFFICE, SHIMLA,  
PARVATI COMPLEX, NH-22  
BYPASS ROAD, PANTHAGHATI (H.P)-171009

**ARCHITECTS:**

M/S DASS ASSOCIATES  
ARCHITECTS, ENGINEERS,  
INTERIOR DESIGNERS & VALUERS  
GULERIA BUILDING LOWER CHAKKAR  
SHIMLA

PHONE: 9418037881

This tender document contains 25 pages including this page.

ISSUED TO M/S.....

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**TENDER FOR COMPLETE FURNISHING OF UNION BANK OF INDIA BRANCH.  
AT NICHAR (KINNAUR) H.P.**

**DETAILS OF TENDER**

Sr. No.	Details	Parameters
1	Details of work to be done	Interior / Furnishing & Allied Electrical Work
2	Form of Contract	Item wise rate
3	Earnest Money	For Electrical works: - Rs. 10,000/- For Furnishing works: - Rs. 10,000/- In the form of Demand draft/Pay Order in favour of Union Bank of India payable at Shimla
4	Period of contract	4 Weeks' time of Completion
5	Liquidated damages for non-completion of work in time	1.0% of the contract value per week subject to a max of 10% of the contract value
6	Defect Liability Period	12 months (Twelve months) from the date of virtual completion as certified by Architect / employer
7	Retention amount for 12 months	3 % of the total bill
8	Period of submitting of final bill	15 days from the date of completion
9	Mobilization Advance / Secured Advance	No, Mobilization Advance / secured will be given to the Contractor
10	Tender Cost	Rs.1000.00 By DD drawn in favor of Union Bank of India payable at Shimla, which is not refundable
11	Date Of issue of Tender & Last date of submission of Tender	<b>21.07.2022 from 10:00 AM &amp; 30.07.2022 up to 4:00 PM</b>
12	Date & Time of opening the tender:	<b>30.07.2022 till 4:30 PM</b>

**ASSISTANT GENERAL MANAGER,  
UNION BANK OF INDIA,  
REGIONAL OFFICE, SHIMLA**

**TENDER FOR COMPLETE FURNISHING OF UNION BANK OF INDIA BRANCH. AT NICHAR (KINNAUR) H.P.**

**GENERAL CONDITIONS**

1. The Contractor shall sign each page of this tender.
  2. The Payment to the Contractor Agency shall be made as per actual work done at site.
  3. Quantity of work may increase or decrease at site as per requirement, which shall not affect the rates quoted by the contractor.
  4. Furnishing works including electrical works etc. shall be done to the complete satisfaction of Bank and Architect-in-charge.
  5. All teak / Cedar wood / rubber wood to be used should be knotless which is to be polished with all background surface preparation coarses maintaining the visibility of wood grains.
  6. The rates to be quoted shall include the cost of material including wastage etc., labor charges, carriage charges, any required hardware etc.
  7. The contractor agency shall keep particular vigil on his workers / carpenters / painters etc. to maintain very good workmanship of all items, failing which no payment shall be made and no claim of material / labor used shall be made to him in any case, and the same work shall be executed by him again without charging any extra cost.
  8. All rates shall be quoted in words & figures & any cutting over writing shall be signed.
  9. All items to be executed as per drawings, if any change is required, the same shall be brought to the notice of Architect-in-Charge.
  10. Any addition, alteration or correction shall be signed and stamped properly.
  11. Contractor agencies are advised (before quoting the rates) to inspect the site of the proposed work. He must go through all drawings and specifications and documents.
  12. The Bank reserves the right to accept / reject any tender / quotation without assigning any reason.
  13. The Contractor agency should have already executed works of furnishing interiors & exterior, civil works of very good workmanship.
  14. The Quality of material and workmanship rejected by the Architect / Concerned Authorities shall be removed immediately by the contractor and rectified / replaced.
  15. No advance payment shall be made to the Contractor on supply of any material supplied at site for execution. Payment shall only be made on execution of any concerned / particular item.
  16. The rates shall include the cost of coat of anti-termite treatment on all wooden framework and all commercial ply / board used for partitions and paneling, furniture etc. The contractor/s shall have to dismantle & dispose the existing counters, tables & partitions within the quoted cost of the total furnishing works.
  17. Rates for partitions, paneling, wall cladding and false ceiling shall include cutting and making good of necessary cut-outs/chiseling to be made for electrical conduits, switch boards etc.
  18. Bank shall not be responsible for any loss or damage to the contractor/labor due to any natural calamity during the course of construction. Contractor is liable to make good all the damages if any, till the work is completed and handed over to the Bank authorities.
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19. Any payment to the contractor on account of execution of work, whether it is running payment or final, shall be verified by the Architect-in-Charge.
  20. Unless, otherwise mentioned all materials to be used shall be I.S.I. marked. Failure to do so, the work may be rejected and in that case contractor shall have to remove the defective materials and replace / re-do the work for which no claim shall be entertained.
  21. The total work shall be supervised by the Architect-in-Charge and he/she shall be kept fully informed by the contractor regarding the progress of work.
  22. Bank may award the work in part or whole to a single party or any other party.
  23. It may please be noted that the Bank is not bound to allot the work to the lowest party and as such, the allotment of work shall be based on workability of rates quoted by the contractor on account of quality work.
  24. The bank reserves the right to reject any or all the tenders without assigning any reason whatsoever.
  25. The earnest money deposited shall not carry any interest and will be refunded to the unsuccessful tenderers.
  26. Earnest money paid by the contractor shall be forfeited by the Bank if contractor fails to undertake the job if he is communicated about acceptance his rates/tender.
  27. The contractor shall take all the necessary precautions while working and to safeguard adjacent property, Bank's property, Bank's Employees, and traffic persons.
  28. All the rates quoted are inclusive of removal of rubbish/ debris collected during the progress of work, rejected materials etc.
  29. The contractor shall not directly or indirectly sublet the work to other party without written permission of the Bank.
  30. The quantities mentioned in schedule are provisional and likely to increase/decrease to any extent or may be omitted thus altering the aggregate value of the contract. No claim for loss of profit / business shall be entertained on this account.
  31. The Bank reserves the right to distribute the work for which quotations have been called, among more than one parties, if found necessary. No claim in this respect shall be considered and the contractor agrees to cooperate with other agencies appointed by the Bank.
  32. All the workers of the contractor must be properly covered by an insurance policy under "Workman's Compensation act" and "Fatal Accidents Act". The contractor at his own expenses arrange to effect and maintain until the virtual completion of the contract, insurance policy in the joint name of Bank and the contractor against this risk to be retained by the Bank until the virtual completion of the work, and indemnify the Bank from all the liabilities arising out of such events. In case of delay, contractor shall arrange to extend insurance policy till work is completed.
  33. All the work should be completed within the specified period in the tender. If the work is delayed due to the reasons beyond the control of the contractor, he should keep intimating the Bank explaining, therein the reasons for such delays, immediately and if in the opinion Bank's authorities, the delay is justified, the contractor shall be granted extension in time limit.
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34. The contractor shall furnish well in time before work commence at his own cost, color samples, samples of materials or workmanship that may be called by Bank's Architect / Engineer for approval. Rates quoted shall cover for such preliminary work.
  35. All the glass panes, door handles/ hinges, electric fittings, fans, furniture, records, floors etc. are to be thoroughly cleaned after the work is completed.
  36. The rates quoted by the contractor shall be firm throughout the duration of contract (including extension of time if any granted) and will not be subject to any fluctuation due to variation in cost of material and labor.
  37. Conditional tenders are liable to be rejected.
  38. The successful tenderer is bound to carry out any item of work necessary for the completion of the job even those such items are not included in schedule of quantities.
  39. If in any case of work required to be abandoned, the contractor shall not be entitled for any claims and he will be paid as per the actual work done till that period.
  40. Decision of the Bank shall be final and binding on any matter connected with the work. The matter of any dispute shall be decided after mutual discussions based on the terms and conditions of this contract. However, if the matter cannot be resolved then the same shall be referred to the respected qualified person in agreed to both the parties and his opinion shall be binding on both the parties. However, this is pre-course to any legal action in this regard.
  41. If at any stage during the progress of work, it is observed that the contractor is not progressing the work with due diligence, care of lagging much behind the schedule or fails to gear up the work despite instructions from Bank's Architect, the Employer (Bank) reserves the right to terminate the contract with 7 days' notice. In such case the contractor shall be liable to pay the Employer to pay any extra cost involved for the completion of the said work and will not obstruct any way in completing the work through other agency. After completion of entire work, the contractor shall be paid for the actual work executed by him at the quoted rates after deducting any claims, damages. In case of such termination the security deposit held by the Bank will be forfeited.
  42. Contractor shall follow all rules / regulations in force and should possess the license for employing labor and also follow all safety measures, labor bye laws and shall be responsible for any lapse.
  43. At any stage i.e. during the execution of work, any kind of change required whether it is in design or specification the same has to be incorporated by the contractor.
  44. Bank may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP. Such change will be published on the bank's website [www.unionbankofindia.co.in](http://www.unionbankofindia.co.in) & Govt. Portal i.e. [www.eprocure.gov.in](http://www.eprocure.gov.in)
  45. No interest shall be payable on the Earnest Money Deposit/Security Deposit amount.
  46. Envelope containing quotations/bids shall be super scribed as **"Application/Quotations for complete furnishing work of Nichar Branch, Distt. Kinnaur (H.P.)"**
  47. Contractor Vendor applying for both furnishing and Electrification has to submit two Demand Draft as mentioned above.
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48. Since this is a time bound work contractor's/Vendors may have to work in several shifts throughout the day in order to finish it on time.
49. Preparation & providing of electrical test report by the contractor. at own cost for sanctioning electric meter from electricity department.
50. Completely filled Application forms/Quotations shall be sent to below address: -

**Chief Manager (Operations)**  
**Regional office, Shimla**  
**Union Bank of India**  
**PARVATI COMPLEX PANTHAGHATI (SHIMLA) H.P.**

UNION BANK OF INDIA

**CONTRACTOR**

**UNION BANK OF INDIA**

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**TENDER FOR COMPLETE FURNISHING OF BRANCH OFFICE, UNION BANK OF INDIA  
AT NICHAR (KINNAUR)**

**SPECIFICATIONS / BRANDS / MAKE OF ITEMS TO BE USED.**

Sr.No.	Description	Brand
1.	Board / Ply	Greenply Eco-Tech, Century, Archid
2.	Laminate 1mm th.	Amulaya, Archidlam, Marino, Sunmica, Formica, Greenlam, Century, URO, Virgo (As per approved shade)
3.	Door Closer / Floor spring	Everite, Doorking, Sandhu ISIMarked.
4.	Drawer & Keyboard, Slide	Earl Bihari, EbcoRails
5.	Glue for fixing commercial	Fevicol (Pidilite) Board / Laminate
6.	Glass	Triveni, Modi loat
7.	Mortice Latch & Lock	Godrej
8.	Vertical Blinds	Vista Levelor / Mac / Equiv
9.	Tapestry/leather foam	Harmony, Vimal, Bhor
10.	Aluminium Sections	Jindal/Mahavir/Hindalco
11.	False Ceiling	Gypsum marked "Gypsteel"
12.	Synthetic Enamel	Asian, Nerolac, ICI, Emulsion Paint/Plastic Paint , Asian, Nerolac, ICI
13.	MCBs	L&T, Havells make
14.	DB's	L&T, Havells make
15.	Switch & Socket	L&T, Havells, Roma make
16.	Pipe (PVC)	Uniplast, D-Plast, AKG
17.	Telephone Cable	Delton
18.	Wires	Havells, R.R. Kabels., Finolax
19.	Cables	Grandley, ICC, R.R. Kabels.
20.	Fans	Khaitan, Crompton, Orient
21.	Mirror Optics / LED	Philips, Crompton, Havells
22.	Spot light & light fittings	Philips, Crompton, Havells

CONTRACTOR

UNION BANK OF INDIA

**ESTIMATE FOR COMPLETE FURNISHING WORKS OF BRANCH OFFICE UNION BANK OF INDIA AT NICHAR (Kinnaur)**

**A. FURNISHING WORK**

S. No.	DESCRIPTION	QTY.	UNIT	RATE	AMOUNT
1.	Providing & fixing in position wooden teak wood/Cedar wood vine red ply false ceiling to be made as per design and polished..	90	Rft.		
2.	<b>MAIN ENTRANCE DOOR:</b> Providing & fixing of Full height 40 Micron Thick powder coated bank Approved Shade Aluminum rectangular frame 14 gauge(2mm thickness) Jindal & Equivalent Section with door 6' x 7' With 2.5"x1.5" section with 10 mm Glass in door & 8 mm glass on fixed partition with etching design on Float glass fixed with Neoprene rubber gasket as per Architectural design/ Bank Pattern . Top Section 3.25"x 1.75"X 14g Bottom 4.5"x 1.75"X 14g, Cost of lock, door closer, Handles, hinges, floor spring also, cloth for paper pin complete, fittings work complete & laminate Board (Both side Laminate) Matching with existing colour of zonal office in all respects as per the directions and satisfaction of the Architect and Bank authorities.	1	No.		
3.	<b>WOODEN PARTITION:</b> These partitions shall have 5.00 mm thick glass (etching as per design) above 2'-6" ht. or 4'-0" ht with beading ½"x1 1/2" . The rate of partition shall include providing & fixing door in partitions made as per the specifications of partition, but with complete hardware required such as latches, stopper. The low ht. partition shall have teak-wood gola of size 3" x ¾" which shall be polished as per shade reqd. Providing and fixing wooden partition strictly as per drgs. made of internal frame of 1 ½" x 2" partal wood placed at 2'-0" c/c vertically and horizontally with 6mm thick commercial ply on both sides. The partition shall have 9mm thick commercial ply with 1.00 mm thick laminate on both sides with horizontal grooves 3/8" x 3/8".				
3a.	Low ht. Partitions with 12 mm thick glass.	50	Sq. Ft.		
3b.	Full ht partition with/without 5mm th. Glass	110	Sq. Ft.		
4	Providing & fixing partitions for ups room basic structure shall be made of 3"x1.5"x1.6mm thick aluminum section frame work @2'x2' c/c in both the direction covered with 12mm cement board sheet (also referred to as bison board) on both side dully finished with putty and two coats of plastic emulsion paint. complete with necessary frame work, section, beading and screw etc	80	Sq. Ft.		
5	Cost Mortise locks (with handles, Godrej make)	3	No's		
6	Cost of Multipurpose locks for storages, drawers etc. ( Godrej make)	12	No's		
7	Cost door closer ( Godrej make )	3	No's		



8	Cost knight latch in cash cabin ( Godrej make )	1	No's		
9.a	<b>Universal Teller:-</b> P/F cash counter of size 4' 6"X2'9" with two level i.e 2'6" and 4' ht. It should be made of 19mm thick ply board of approved make. The lower portion top and all other exposed surface shell have 1mm thick laminate of make "Amullaya, Archidlam, Merino" for mica Greenlam etc. Golas/margins. The lower portion on cashier side there will be provision of three number drawers with sliding channels of Ebco for cash Stationary keyboard etc. The upper portion i.e customers level shell have granite top 12" wide as well as 12mm thick. Glass 9"wide as per detail drawing. inside of cash counters shell b painted with synthetic Enamel paint. As per color scheme. Rubber wood beadings/Gola etc.	5	Rft.		
9b.	<b>Facia:-</b> P/F 12mm thick clear toughened etched Glass in Cash Cabin and front of public counter of make Triveni, Modi, floor held together with steel clamps and steel studs as approved sample 7 steem , Beach Beading (18X18 mm) Steem Beach moldings (62x31mm) completed with polish and melamine spray finish as Arch. Drg.	18	Sq. Ft.		
9c	<b>Cash Cabin Partition :-</b> P/F partition made of 2"x2" Mirindi wood frame @2'3" approx. C/C . vertically and 2' C/C horizontally 6mm thick commercial ply of make "Green Ply, century , Archid equivalent to ISI Specification with 1mm thick laminate of approved make shell be fixed on both side of partition and partition from 4' up to 7' ht, a MODIFLOAT 5.5mm thick glass is to be fixed and top should have aluminum grill of make Jindel, Mahaveer, Hindelco (Design No. 120 of aluminum grill). As per drawing SWG in 2'X2' in the wooden section the skirting shell be 3"ht. made of 4"x 2" miring wood member duly laminated of approved make . All exposed surface with Nigerian teak wood edging and lipping as per drawing and finished with spirit polish complete in all respect as per drawing /instruction of the architect .All teak wood lipping should be finished with the Spirit polish.	110	Sq. Ft.		
10a	<b>WALL PANEELING:-</b> P/F wall paneling( on soft wood frame 1 ½" x 2"placed @ 2'-0" c/c horizontally & vertically @ 1'-0" C/C, finished with 6mm thick commercial ply (of Lexus / Burma / Unity make all conforming to ISI standards) finished with 1.00 mm thick laminate of (Merino, Century, Greenlam, .). The paneling shall be closed with 2" x 1" rubber wood/ teak-wood beading. <b>(4'-0" height only )</b>	180	Sq. Ft.		
10b	P/F ACP sheet paneling in Branch Façade of red /silver color(bank approved color) with 2X1 Aluminum tube and complete job as per bank Standard /Specification /Color.	180	Sq. Ft.		
11a	<b>Tables with 1½" thick Tops:</b> Providing & fixing office tables with/without one no. drawer and storage below as per drgs of size 2'-3"/2'-6"/ 2'-0" (wide), 2'-6" (high) with the provn. of key board on sliding channels of Ebco, complete shelf for CPU at bottom and foot rest. The table shall be made of 19mm thick commercial board; 1mm thick laminate with rubber -wood gola of size 1 ½" x 3/4 " polish, painting inside only, side golas etc. complete in all respects as per design.	5	R. Ft.		
11b	<b>Table with 1.5 " thick tops:</b> Providing & fixing officer tables with one no. drawer and storage below as per drgs of size 2'-4½" (wide), 2'-6" (high) with the provn. of key board on sliding channels of Ebco, complete shelf for CPU at bottom and foot rest. The table shall be made of 19mm thick commercial board; 1mm thick laminate with rubber -wood gola of size 1 ½" x 3/4 " polish, painting inside only, side golas etc. complete in all respects as per design. With 12mm glass with front side as per 6.bank design architect.	10	R. Ft.		

11c	<b>Side Rack with 1½" thick Tops:</b> Providing and fixing side rack, 2'-3" ht. as per design. These racks shall have two drawers with storage below and be made of 19mm thick commercial board; 1mm thick laminate with rubber -wood gola of size 1 ½" x ¾" polish, painting inside only, side golas, handles, catchers, hinges etc.	4	R. Ft.		
12	<b>Storage with 1½" thick Tops:</b> Providing& fixing storage(overhead, low height, full height) along wall 1'-6" deep made of 19 mm th. Comm. Board make green ply , CENTURY ,ARCHID or <i>equivalent</i> to ISI specification with 1mm thick make AMULYA, MARINO, FORMICA, GREEN LAM, CENTURY, VIRGO& 1 mm th. laminate, polish, inside painting, complete finished with golas/margins, handles, hinges and catchers,front openable shutters, as per requirements / design / drg. With complete in all respect with Enamel painting inside with filling and priming coat as per architect instruction. Total Ht. 7' should be divided as 1'6" wide space b/w lower storage at 2.5' and upper ht. 3' be left for display with velvet cover on cork sheet as per instruction of architect (Modular top).	120	Sq. Ft.		
13a	Providing and fixing painting work enamel paint on shutters and grills.	550	Sq. Ft.		
13b	Painting work with primer, putty on walls & cemented ceiling with plastic emulsion paint after complete preparation of surface.	1200	Sq. Ft.		
13c	Polishing two coats with French polish on new wood and wood based surfaces to give an even surface including cleaning the surface of all dirt, dust, and sand papered smooth and including a coat of wood filler.	600	Sq. Ft.		
14.	<b>Planter:</b> Providing planter of size 1'-6"x1'-6" for waiting area finished with 1mm th. laminate as per drg	2	No's		
15	<b>SOFAS:</b> Providing & Supplying 3-seater Sofa sets of Godrej (Monarch) / Methodi make./ As per bank /Architect.	1	No's		
16.	<b>CENTER TABLE FOR WAITING AREA:</b> Providing & Supplying center table of size 1'-9"x3'-0" for waiting area with 12 mm thick glass top and teak wood frame painting (Duco)/polish as per drg	1	No's		
17.	<b>NOTICE BOARD :-</b> Providing & Fixing of notice board of size 7'x2' & 6" deep made out of above specified material & the base is to be covered with red color blazer to be fixed. Sliding glass 5.5 mm thick, shutters to be provided in ¾" wide two track aluminum channel. All complete with locking arrangement and wax polishing over spirit base all	2	No's		
18	<b>P/F voucher stand</b> as per architect .	4	Rft.		
<b>TOTALS</b>					

## B. ELECTRICAL WORKS

S. No.	DESCRIPTION	QTY.	UNIT	RATE	AMOUNT
1	<b>Electrical Points</b>				
	Providing laying , fixing and testing of electrical points including wiring , plate type switched, sockets and MS switches, Of make Havells, Boxes with rust proof treatment size to accommodate the required number of switches and sockets etc. Where ever required with earthing 1.00 mm multi stand wire in 25mm dia. Unbreakable PVC Conduit ISI mark with special under floor/walls and above fall ceiling including chase cutting, disposal of malba away from site and repair of the same with cement mortar , Copper , conductor wire only will be used of approved make MDS , HAVELLS, complete job to the satisfaction of architect				
1a	15 Amp wiring with 2.5mm sq. multi strand PVC copper wire& metal clad enclosure sockets & plugs.	6	No's.		
1b	5 Amp plug point wiring with 1.5mm sq. multi stand PVC copper wire inc. Plate switches, sockets, plugs. Etc.	6	No's.		
2a.	Providing installing testing& commissioning of pre wired recessed/Surface Type fixture of approved model & make With Switches as approved by Architect comprising of powder coated body & steel reflector inside complete with holder etc with copper wiring as required( Syska Crompton PhilipsHavells)Syska LED45 watt 2x2	4	No's.		
2b.	Providing & Fixing 15 W LED ROUND DOWNLIGHTER LCND-15-CDL of Crompton / equivalent model of Philips, Wipro, Havells	4	No's.		
2c.	Providing & Fixing CFL LED 1x1(15 watt ) ( Crompton, Philips, decon, Wipro, Siska, Havells)	4	No's.		
2d.	Providing & fixing LED tube lights 1x36W of Crompton / equivalent model of Philips, Wipro, Havells.	5	No's.		
3a.	Providing & Fixing wall fans: Khaitan / Crompton Greaves / Orient.	5	No's.		
3b.	Exhaust Fans 12" Dia : 1400 rpm (Double ball bearing) Heavy duty Crompton Greaves / Phillips / Orient	3	No's.		
4.	<b>Electrical points :-</b> Providing laying, fixing & testing of electrical points including wiring from MCB's to switches, plate type switches, socket & M.S. Modular boxes with rust proof treatment size to accommodate the required nos. of switches& sockets plus circuit wiring from switches to lights/fans/fixtures etc. wherever required complete with earthing 1.00 mm <sup>2</sup> multi strand wire in 25mm dia. Unbreakable PVC conduit ISI marked with specials under floor / wall & above false ceiling or making truff under / along work - stations including chase cutting, disposal of melba away from the site and repair of the same with cement mortar, copper conductor wires only will be used of approved make.				
a.	<b>Electrical wiring for UPS</b> (charging point for UPS): P / F 2 runs of 4mm sq. and one run of 1.5 sq. mm as earth wire multi-strand PVC copper wires from D/B to the location of UPS room for input to UPS in PVC pipe with DP's or 15 Amp. Power plugs and sockets (2 sets: one for input and the other for output) .	1	No's.		
b.	Call-bell point wiring including Ding-dong bell with 1.5mm sq. multi strand PVC copper wire including plate switches, sockets, etc.	1	No's.		
c.	Wall Fan pts (with 2-pin socket), lights from raw power & UPS supply & exhaust fan point wiring with 1.5mm sq. from D/B to switches & fittings multi strand PVC copper wire including plate switches, sockets, etc. ( For payment no. of switches shall be counted).	25	No's.		
5.	<b>Signage</b> wiring (material & labour) - P&F of 3x4mm & copper flexible wire & PVC conduiting of ISI make complete with all accessories like Saddles, bends modular switches	2	No's.		

	etc.				
6.	<b>UPS POINT</b> P/L & testing electrical three point wiring /circuit wiring having individual circuits for computers with 6mm <sup>2</sup> Multi-strand copper PVC wire in unbreakable PVC conduits 25mm dia wall thickness 2mm thick with specials under floor / wall & above false ceiling including chase cutting, disposal of malba away from the site and repair of the same with cement mortar, incl. Switches & socket M.S. switch boxes with rust proof treatment size to accommodate the required nos. of Modular switches, sockets etc. & plate type sockets with indicator three in one plate including earthing with 1.00 mm <sup>2</sup> multi strand wire complete in all respect.				
6a.	Set of 6 amp. 4 sockets & 4 switches	6	No's.		
7.	<b>GEL TYPE CHEMICAL EARTHING</b> (Distance between each pit shall be min 1.5meter) Supplying and installation of copper Gel Earthing station having length 3000 mm including bore-well, chamber with cover and all required civil allied works each earth pit to filled with 2 bags in 30 Kg pack of "Black-Fill Compound" (BFC) EARTHING CONDUCTORS: Wiring with 1x10 sqmm PVC insulated copper conductor wire of 650/1100 volts grade (Finolex make flame guard quality) as earth wire with concealed/exposed PVC pipe including making all the connections	2	No's.		
8.	Providing and fixing of PVC conduit in wall floor including Telephone wire, M.S. box and two pin telephone sockets of Anchor Roma make or R.J. - 11 plates out let incl. Testing and commissioning etc. as required.	2	No's.		
9a.	Providing, laying, testing and commissioning CAT- VI/ Lucent / D-link / Anchor Roma make computer networking cable in PVC conduit in floor or wall from server room to each table with I.O.'s (Socket)	6	No's.		
b.	Refixing, testing and commissioning of old switch and rack 24- Ports networking switch & 6 U racks complete with all necessary items.	1	No's.		
c.	Supplying of patch chords for computers 1m & 2m length.	6	No's.		
10.	Providing and fixing main electrical dist. Board with items mentioned below including all internal electrical and invertors connections with 10 sq.mm multi strand copper wire, which shall include the following items.				
a.	Amp Meter and voltmeter set	1	Set.		
b.	Kit-kats 100 Amp.	3	No's.		
c.	Aluminum bus bar 100 Amp. proper tinned	1	No's.		
d.	100Amp. Main switch MCCB type.	1	No's.		
e.	Change -over 100Amp. 3-Phase of Havells make.	1	No's.		
f.	Providing and fixing different rated MCB,s required number of MCB'S of make for lights, fans, power supply of Havells make.	2	No's.		
g.	Providing and fixing TPN (tripping type) of 100 Amp of Havells make	1	No's.		
h.	Making double-door powder coated M.S. Distribution board 6'x4' to accommodate the above noted electrical items.	24	Sq. ft.		
11.	<b>UPS SUPPLY</b>				
a.	Providing and fixing distribution box 16 way with 63 Amp. TPN. Isolator and required number of MCB'S of make MDS/Havells make Siemens complete job to the satisfaction of architect	1	No's.		
12a.	<b>Cable:-</b> Providing & fixing main electrical cable 4- core al. cable armored from elect. pole to meter 35 mm dia.	20	Meters.		
b.	P/F generator wire/cable 16mm dia 4-core.	20	Meters.		

	Cable armored.				
c.	P/F wire/cable 16mm dia 4-core. Cable armored. From bus bar to ATM.	20	Meters.		
	<b>TOTAL</b>				

	<b>SUMMARY OF COSTS</b>				
<b>A</b>	<b>FURNISHING WORK</b>				
<b>B</b>	<b>ELECRTICAL</b>				
	<b>TOTAL</b>				

**TOTAL (A + B )** : Rs.....

**QUOTE DISCOUNT, IF ANY ( - )** : Rs.....

**TOTAL** : Rs.....

**GST 18%** : Rs.....

**NET TOTAL** : Rs.....

**RUPEES IN WORDS** .....

**CONTRACTOR**

**UNION BANK OF INDIA**  
**GENERAL CONDITIONS OF CONTRACT**

Subject: TENDER FOR COMPLETE FURNISHING OF BRANCH OFFICE, UNION BANK OF INDIA AT  
NICHAR (KINNAUR)

General Instructions to Contractor

**1 Inspection of sites:**

The contractor shall visit and examine the site and satisfy as to the nature and correct dimensions of work and facilities for obtaining material and shall obtain generally his own information on all matters affecting the execution of work. No extra charge made in consequence of any misunderstanding or incorrect information on any of these points on the ground of insufficient description will be allowed. All expenses incurred by the contractors in connection with obtaining information for submitting this tender including his visit to site and efforts in compiling the tender shall be borne by the tenderer and no claims for reimbursement thereof shall be entertained.

**2 Safety Regulations:**

The contractor shall take all the necessary precautions while working and to safeguard adjacent property, Bank's property, Bank's employees, and traffic persons.

**3 Compliance to local laws:**

The contractor shall conform to the provisions of any Act of the Legislature relating to the work and to the Regulation of Bye Laws of any authority. He shall also obtain the permission of the Municipality or any other Authorities if required under the existing rules.

**4 Site cleaning:**

All the rates quoted are inclusive of removal of rubbish / debris collected during the progress of work, rejected material and clearance of site before and after the work is completed. Not more than one truck load shall be stored that to for not more than 3 days. The contractor shall arrange to remove the same immediately. If the contractor is failing to remove the same and the expenses shall be recovered from the contractor and he will not dispute for the expenses so incurred.

**5 Vouchers / bills:**

Contractor shall upon the request of the Bank furnish bills, invoices, accounts, receipts and other vouchers for all materials brought on site to prove that the material purchased are as mentioned in the specification.

**6 Contractor's responsibility:**

The work will from time to time be examined by Bank's Architect / Engineer, but such examination shall not in any way exonerate the contractor from the obligation to remedying any defects which may be observed at any stage of the work or after the same is completed.

## **7 Dismissal from work:**

The contractor shall upon the written request of the Bank's Architect / Engineer immediately dismiss from the work any person employed by him thereon, who may in the opinion of the authority be incompetent or misconduct himself and such person shall not be again employed on the work, without the permission of the bank.

## **8 Order of work, etc.:**

Bank reserves the right to fix the order in which the various items of work involved are to be executed. However, the contractor shall be responsible for the completion of the entire job within the item limit specified failing which liquidated damages as mentioned in clause No.49 shall be recovered from the contractor.

## **9 Commencement of work:**

The work must be started within 7 days upon accepting the work order and the programmer for carrying out the various jobs shall be drawn out in consultation with the Bank's Architect / Engineer. Adequate labor force shall be provided to complete the work within the specified period. Proper security aspects should be taken care of by adequate vigilance in view of the importance of the building. Default in compliance with the programmers so finalized shall entail operation of liquidated damages as stated.

## **10 Subletting the work:**

The contractor shall not directly or indirectly sublet the work to other party without written permission from the bank.

## **11 Quantities of works are provisional:**

The quantities mentioned in schedule are provisional and likely to increase / decrease to any extent or may be omitted thus altering the aggregate value of the contract. No claim for loss of profit / business shall be entertained on this account

## **12 Distribution of work:**

The Bank reserve the right to distribute the work for which quotation have been called, among more than one parties, if found necessary. No claim in this respect shall be considered and the contractor agrees to cooperate with other agencies appointed by the bank.

## **13 Third party damage:**

The contractor shall be responsible for all injury to persons, animals, building, building structure, any damage to road, streets, and footpaths and shall rectify it at its own cost.

## **14 Insurance cover:**

All the workers of the contractor as well as his sub-contractor must be properly covered by an Insurance Policy under Workman's Compensation Act and Fatal Accidents Act. The contractor at his own expenses arrange to effect and maintain until the virtual completion of the contract, insurance policy in the joint name of the Bank and the contractor against this risk to be retained by the Bank until the virtual completion of the work, and indemnify the Bank from all the liabilities arising out of such events. In case of delay, contractor shall arrange to extend insurance policy till work is completed.

## **15 Delay & Extension of time:**

All the work should be completed within the specified period in the tender. If the work is delayed due to the reasons beyond the control of the contractor, he should be applying to the Bank explaining, therein the reasons for such delays, immediately and if in the opinion of Bank's authorities, the delay is justified, the contractor shall be granted extension in time limit.

## **16 Certificate of virtual completion:**

As soon as the work is completed, the contractor shall inform in writing such completion to the Bank's Architect / Engineer who will inspect the work and if satisfied will issue the certificate that the work has been virtually completed and the defects liability period shall commence from the date of such certificate.

#### **17 Defect liability period:**

The defects or other faults which may appear during the defect liability period which is 12 months after the virtual completion of the work, arising in the opinion of the bank due to inferior quality of material or bad workmanship not in accordance with the contract, contractor shall make good at his own cost within a reasonable time. In case of default, Bank may employ and pay other agencies to amend and make good such defects and all expenses / damages / losses shall be recoverable by Bank or may be deducted from any money due to the contractor

#### **18 Arrangement of work:**

The contractor shall organize the work in such a way that the office users or the nearby public area put to no hardships and the working of the office is not affected. The contractor shall take adequate care during the progress of work to protect the office property like stationery, furniture, etc. In case of any damage, the same shall be made good by the contractor. Contractor is agreed to work after office hours for which no extra cost shall be considered.

#### **19 Stacking of material:**

The contractor is not to stack any of his material recklessly so as to endanger the safety of the building and cause any nuisance to the occupants and the public.

#### **20 Extra charges:**

It must be clearly understood that all the conditions of contracts are intended to be strictly enforced and that no extra charges in respect of extra work will be allowed unless they are clearly outside the spirit and meaning of the condition and unless such work shall have been ordered in writing.

#### **21 Protection of material and work:**

The contractor shall be responsible for storing and watching his own material and protecting the work at his own cost. The contractor and his worker will be allowed to use lift after office hours. However, no paint drums or heavy bag of cement / paint will be allowed to be taken into the lift. Any damage / spoiling of lift / floor / dado caused during such act will have to be made good by the contractor at his own expenditure.

#### **22 Water supply:**

The contractor shall make his own arrangement for water required for the work. In case the water is available and supplied by the Bank, the charges for the same shall be recovered at the rate of 1% of value of the work executed. In case water supplied by the Bank, the contractor shall make his own arrangement for the storage, pipeline from point of take off to the required location.

#### **23 Electric supply:**

Electricity will be supplied by the Bank, the contractor shall make his own arrangement for providing points, wires lines, extension board wherever it is required in the premises, in and out.

#### **24 Approval of samples:**

The contractor shall furnish well in time before work commence at his own cost, color samples, samples of material or workmanship that may be called by Bank's Architect / Engineer for approval. Rates quoted shall cover for such preliminary work.

#### **25 Workmanship:**

The work involved calls for a high standard of workmanship combined with speed. All the glass panes, door handles / hinges, electric fitting, fans, furniture records, floors etc. Are to be thoroughly cleaned after work is completed. Any damage to the flooring, tiles, dado, paneling or any other part of the building, etc. shall be made good at the cost of the



contractor to the entire satisfaction of the Bank. Contractor shall make all arrangements for shifting of furniture/ records and keeping the same in its original position after he finishes the work on daily basis. The contractor at his own cost shall provide brown paper, polythene, tarpaulin etc. for protecting furniture / fixtures, paneling, electrical, fittings, records, etc.

**26 Interpretation of documents / drawing:**

Except where otherwise provided in the contract all questions and disputes relating to the meaning of the specifications, design drawings and instructions herein before mentioned and as to the quality of workmanship or materials used for the work or as to any other question, claim, right, matter or thing whatsoever, in any way arising out of or relating to the contract, designs, drawings specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the competent authority of the Bank whose decision shall be final and binding on the contractor.

**27 Use of scaffolding:**

The contractor shall allow the use of scaffolding erected by them to any other agency employed by the Bank during the contract period without any payment.

**28 Provisional Item:**

If ordered by the Bank, contractor shall be required to carry out provisional items at the same conditions and rates as applicable for this contract.

**29 Measurements of all concealed items:**

Measurements of all concealed items of work and extra item if any, shall be got recorded by the Bank's Architect / Engineer before they are checked up.

**30 Measurements:**

All measurement tapes shall be of steel and all scaffolding and address that may be required for taking measurements shall be supplied by the contractor.

**31 Cleaning during the work:**

The rates quoted shall include cleaning of ceiling roses, electric switches, boards, window panes etc. after the repairing leaving the site neat and tidy from time to time.

**32 Complying I.S. specification:**

Unless otherwise mentioned in the contract, the latest Indian Standard Code for material specifications, method of work, mode of measurements shall be followed. The payment shall be made on the basis of actual measurement of work done to be submitted along with bill

**33 Rate to include:**

The rates quoted by the contractor shall cover for work at any height in the premises for all finished items under this contract. The rate quoted shall be inclusive of all material cost, wastage, labor, loading, profit, taxes if any, scaffolding, transport, supervision, spotlight arrangement and any other means to complete the job. Octree, sales-tax, works contract tax or any other taxes present or future to be included in the rates so quoted. If there is a change in the tax structure / duties as per State / Central Govt.order after opening of tender, the Bank shall reimburse difference in tax as per actual.

**34 Price Fluctuation:**

The rates quoted by the contractor shall be firm throughout the currency of contract (including extension of time if any granted) and will not be subject to any fluctuation due to variation in the cost of material or labor.

### **35 The successful tenderer**

if called upon to do so, shall obtain a letter from the approved trade manufacturer whose product is used, if found necessary by the Bank confirming that the manufacturer shall provide all the technical assistance and supervision during the execution of the work at all such places as directed and the contractor shall bear the expenses, if any, for such supervision and technical assistance supplied by the trade manufacturer.

### **36 Testing of materials:**

If at any point of time during the work, if Bank authorities desire to carry out the tests of certain materials, the contractor shall arrange for the same and submit the test report without any extra cost to the Bank.

**37 The contractor** shall note that they should bring to the notice of the Architect / Engineer any breakage in glass window before starting work. However, if any glass window is found to be broken during the repairing work, the contractor at his own cost shall replace the same.

### **38 Conditional tenders:**

Conditional tenders are liable to be rejected.

### **39 Rates of non-tendered items:**

The successful tenderer is bound to carry out any item of work necessary for the completion of the job even though such items are not included in schedule of quantities.

### **40 Abandonment of work:**

If in any case the work required to be abandoned, the contractor shall not be entitled for any claims and he will be paid as per the actual work done till that period.

**41 The Bank reserves** the right to accept / reject the lower or any or all tenders in part or in whole without assigning a reason, therefore.

**42 Decision of the Bank** shall be final and binding on any matter connected with the work. The matter of any dispute shall be decided after mutual discussions based on the terms and conditions of this contract. However, if the matter cannot be resolved then the same shall be referred to the respected, qualified person in the field agreed to both the parties and his opinion shall be binding on both the parties. However, this is recourse to any legal action in this regard.

### **43 Incomplete quotations:**

Incomplete quotations shall be summarily rejected

### **44 Payments:**

The Bank from time to time under interim payment shall pay the contractor on account of works executed and when the value of work equal to the approximate value named in the Appendix as 'Value of work for Interim Certificate' has been executed in accordance with this contract.

**45 When the work** has been virtually completed and Bank's Architects / Engineer has certified in writing that the work has been completed on the basis of detailed measurements and has made a final scrutiny and that there is no dispute items, rates, ad quantities, the contractor shall be entitled to the payment of the final bill in accordance with the final certificate which will be honored within the period specified in the Appendix as period of honoring final certificate.

**46 The contractor shall** be paid by the Bank within the period named in Appendix (period of honoring certificate) after such certificate has been delivered to the employer by the Bank's Architect / Engineer. Bank's Architect / Engineer has power to withhold any certificate in the work or any part thereof are not carried out to his satisfaction or the contractor fails to show the desired progress or fails to follow the instructions given or in case of breach of this contract.

**47 For water proofing** works on traces, bathroom, WC, Cheju, work has to be executed through the agency specialized in waterproofing. Contractor will have to submit a guarantee of 10 years on stamp papers as per the format to be prescribed by the Bank.

**48 Earnest Money Deposit** of successful tenderer shall be treated as security deposit. The contractor should pay this amount to the Bank by DD or PO at the time of submission of tender. The Bank shall retain this amount till the work is virtually completed and all amounts relating thereto settled. Second part of security deposit shall be built through the retentions from interim and final bills of the contractor and the amount of retention shall be as stated in the Appendix.

**49 When the** certificate of the virtual completion is issued to the contractor the security deposit in the form of EMD and 50% of retention money shall be refunded, provided that the contractor has fulfilled all the conditions of contract and further provided that the employer has no claim for forfeiture of part or whole of the said deposit. The balance 50% of the retention money built up through retention from interim and final bills will be returned to the contractor after the expiry of defect liability period, subject to deductions for any appropriations thereof required to be made by the Bank as per conditions of the contract. The contractor should note that no interest would be allowed on his security deposit.

**50 The contractor** is requested to sign each page of the quotation and put rubber stamp, seal below his signature and seal the quotation in an envelope.

**51 Liquidated damages:**

If the contractor fails to maintain the required progress or to complete the work and clear the site or before the contract or extended date period of completion, he shall without prejudice to any other right, pay as agreed compensation amount of 1.00% of contract amount per week of delay subject to maximum of 10.00% of contract amount as liquidated damages.

**52 Records & measurements:**

Measurements shall be taken jointly by Bank's Architect / Engineer and contractor and shall without extra charges provide assistance with appliance, labor and other things necessary for the work and measurements will be signed and dated by both the parties on completion of measurements.

**53 Safety measures:**

The contractor at his own cost shall provide tarpaulins on the external side of the building at the time of breaking plaster etc. to safeguard adjacent property, Bank's property, employees, traffic, etc. The contractor shall follow all the safety measures while carrying out the work. Employer that is Bank shall not be liable for any compensation due to accident, any mishap or negligence.

**54 If there is** delay in commencement of work for any reason, the employer that is Bank shall not be liable for any compensation.

**55 If at any** point of time during the progress, it is observed that the contractor is not progressing the work with due diligence, care and lagging much behind the schedule or fails to gear up the work despite instructions from Bank's Architects, the employer (Bank) reserves the right to terminate the contract with 7 days' notice. In such case, the contractor shall be liable to pay the employer any extra cost involved for the completion of the said work and will not obstruct any way in completing the work through other agency. After completion of entire work, the contractor shall be paid for the actual work executed by him at the quoted rates after deducting any claims, damages. In case of such termination the security deposit held by the Bank will be forfeited

**56 Although the** number of coats of paints / polishing / white washing are specified the contractor will have to additional coats if the surface is not to the satisfaction of the Bank's Architect / Engineer and there shall be no extra payment on account of such coats

**57 First Aid:**

The contractor shall be responsible for all first aid and he shall keep the site fully equipped to meet such emergency.

#### **58 Supervision:**

The contractor is required to have on site during all working hours a competent supervisor (acceptable to Bank) who will be responsible for the conduct of worker and who has authority to receive and act on such instructions issued by the Architect / Engineer of Bank.

**59 All work shall** be carried out in a workman-like manner to the entire satisfaction of the Architect / Engineers.

**60 Contractor shall** follow all rules / regulations in force and should possess the license for employing labor and also follow all safety measures, labor bye law and shall be responsible for any lapse.

#### **61 Transfer of Tender Documents:**

Transfer of tender documents purchased by one intending tenderer to another is not permissible.

#### **62 Safety:**

The contractor shall carry out the entire work in a workman like manner having full regard for the safety of the men working at site. All safe practices shall be strictly adhered to by the workmen of the contractor like wearing helmets, safety belts when working at heights, gloves when handling sharp objects and reinforcement, eye shields during welding, safety shoes, etc. The contractor shall protect sides of openings in floor slabs, edges of slabs, stairs, stairwells etc. with barricades, warning signs / lights and educate all his workmen regarding following safe working practices. He shall provide first aid boxes at site. In spite of following safe methods, in case of any unfortunate accident, the contractor shall indemnify the employer against any expenses or claims towards treatment or compensation.

#### **63 A Daily Diary Register:**

A daily diary register (with cement and steel stock statement) will be kept in the Engineer's Office or the site office. The contractor or his representative will furnish every day at 9.00 hrs. Details of work for the day proceeding and the diary will be written up every day and jointly signed by the Engineer and the Contractor or their representatives in token of its correctness.

#### **64 Nuisance:**

The contractor shall not any time do cause or permit anyone to do or cause any nuisance on the site or do anything which shall cause unnecessary disturbance of inconvenience to the Employer or to the owners, tenants or occupiers of other properties near the site and to the public generally.

#### **65 Rights, remedies and powers:**

1) Termination of contract due to contractor's default. If the contractor:

- a. Abandon the contract.
- b. At any time, defaults in proceedings with the works with due diligence and continues to do so after a notice in writing of seven days from the Engineer or Project Architect or Employer, or
- c. Commits default in complying with any of the terms and conditions of the contract and does not remedy it within 7 days after a notice in writing is given to him in that behalf of the Engineer or Project Architect or Employer.
- d. Persistently disregards the instructions of the Engineer, Project Architect or contravenes any provision of the contract, or
- e. Fails to remove materials from the site or to pull down and replace work after receiving from the Engineer, Project Architect notice to the effect that the said materials or works have been rejected.

- f. Fails to complete the works or items of work on or before the stipulated date (s) of completion, and does not complete them within the period specified in a notice given in writing in that behalf by the Engineer, or Project Architect of Employer, or
  - g. Offer or gives or agrees to give to any person in the Employer's service or to any other person on this behalf, any gift or consideration of any kind as an inducement or reward for doing or forbearing to do so for having done or forborne to do any act in relation to the obtaining or execution of this or any other contract for the Employer, or
  - h. Shall enter into a contract with the Employer in connection with which commission has been paid or agreed to be paid by him or to his knowledge, unless the particulars of any such commission and the terms of payment thereof have previously been disclosed in writing to the Employer / Engineer, or
  - i. I. Shall obtain a contract with the Employer as a result of ring tendering or other non-bonfire methods of competitive tendency, or Being an individual, or if a firm, any partner thereof, shall at any time be adjudged insolvent or have a receiving order or order for administration of his estate made against him or shall take any proceedings for liquidation or composition (other than a voluntary liquidation for the purpose of amalgamation or reconstruction) under any Insolvency Act for the time being in force or make any conveyance or assignment of his effects or composition or arrangement for the benefit of his creditors or support so to do, or any application be made under any Insolvency Act for the time being in force for the sequestration of his estates or if a trust deed be executed by him for benefit of his creditors, or
  - j. Being a company, shall pass a resolution or the court shall make an order for the liquidation of its affairs, or an appointed or circumstances shall arise which entitle the court or debenture holders to appoint a receiver or manager, or
  - k. Shall suffer an execution being levied on his goods and allow it to be continued for a period of 21 days, or
  - l. Assigns, transfers, sublets (engagement of labor on a piece work basis or of labor with materials not to be incorporated in the work, shall not be deemed to be sub-letting) or attempts to assign, transfer or sub-let the entire works, or any portion thereof without the prior written approval of the employer.
- The Bank may, without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter as the Employer by written notice determine the contract either as a whole or in part.
- II) Upon such determination of the contract in whole or in part, the security deposit with the Employer in respect of the contract shall stand forfeited to the Employer without in any way affecting the rights of the Employer.
- III) Rights of the employer after determination of the contract due to contractor's default. The Engineer shall on such determination have powers to:
- a. Take possession of the site and any materials equipment, plant, implements stores etc. thereon, and / or
  - b. Carry out the incomplete work by any means at the risk and cost of the contractor.
- IV) On determination of the contract in full or in part, the Engineer shall determine what amount, if any, is recoverable from the contractor for completion of the works or part of the works or in case the works or part of the works is not to be completed, the loss or damage suffered by the Employer. In determining the amount, credit shall be given to the contractor for the value of the work executed by him up to the time of cancellation or the value of contractor's materials to be present so as to record the measurements in his presence. If the contractor fails to be present in response to the notice, the recording of measurements shall be preceded with ex-parte and the measurements as recorded shall be binding the contractor.
- V) The Bank shall have the right to use contractor's plant, machinery and materials on the balance work but shall not in any way be responsible for any damage or loss of the same and the contractor shall not be entitled to any compensation

## FORM OF AGREEMENT

ARTICLES of AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ year 2018\_ between the **UNION BANK OF INDIA** having its Regional Office, Parvati Complex, NH-22, Bypass Road, Panthaghati, Shimla

(Hereinafter referred to as the "Employer/Owner" which expression shall, unless excluded by or repugnant to the context, includes its successors and assigns) of the ONE PART and

\_\_\_\_\_ of \_\_\_\_\_ (Hereinafter referred to as "Contractor" unless excluded by or repugnant to the context, includes its successors and assigns) of the OTHER PART.

WHEREAS the Employer intends to renovate/furnish \_\_\_\_\_ branch of Union Bank Of India Branch situated at N i c h a r (H.P.) (Herein referred to as "Project").

AND WHEREAS the Employer in order to effectively carry out the said works has engaged \_\_\_\_\_ (Hereinafter referred to as "Architects") to prepare plans, drawings and specifications describing the works to be executed for contractors, namely, Interior, Civil, Electrical, etc. for the project, to open tenders received at the office of the Employer, to scrutinize and recommend to the Employer the name(s) of the Contractor(s) from whom tenders were received and recommended to the Employer for the issue of work order to the contractor.

AND WHEREAS for the purpose of the said project, the Employer invited sealed tenders from experienced, resourceful and bonafide contractors vide his Notice Inviting Tender (No. \_\_\_\_\_ dated. \_\_\_\_\_).

WHEREAS the contractor submitted his Tender along with the Tender Documents containing General Notes, General Conditions of the Contract and Schedule of Quantities etc. for the works, prepared with the assistance of Consultants (Hereinafter collectively referred to as the "said conditions"), duly signed on each page as a token of his acceptance of the same, along with requisite Earnest Money Deposit of Rs. \_\_\_\_\_ (Copy enclosed Vide Annexure-I).

AND WHEREAS out of the Tenders received, the Tender of the contractor was found to be most suitable for the project.

AND WHEREAS the Employer/Architect has accordingly issued the work order (No. \_\_\_\_\_ dt. \_\_\_\_\_) to the contractor subject to his furnishing the requisite Security Deposit (Copy enclosed Vide Annexure-II).

AND WHEREAS the Contractor has accepted the aforesaid Work Order vide his letter of acceptance No. \_\_\_\_\_ dt. \_\_\_\_\_ (Copy enclosed Vide Annexure-III) and has also deposited with the Employer a sum of Rs. \_\_\_\_\_ Which with the Earnest Money of Rs. \_\_\_\_\_ Forms the requisite Security Deposit @ 2% of the accepted Tender Value of Rs. \_\_\_\_\_.

AND WHEREAS the Employer has caused the plans, drawings, specifications, schedule of quantities etc. relating to the project at the work site at \_\_\_\_\_ to be issued \_\_\_\_\_ to \_\_\_\_\_ the Contractor.

NOW, therefore, it is hereby agreed to and between the party as follows:

1. Contract documents  
The following documents shall constitute the Contract Documents.
  - I. This Article of Agreement.
  - II. Tender submitted by the Contractor included the N.I.T and Tender Documents (Vide Annexure-I).
  - III. All correspondence between the Bank/Architects and the Contractor from the date of issue of N.I.T and the date of issue of work order.
  - IV. Work order No. \_\_\_\_\_ dt. \_\_\_\_\_  
(Vide Annexure-II).
2. In consideration of the payments to be made to the Contractor as hereinafter provided the Contractor shall upon and subject to the said conditions, execute and complete the contracted works shown upon the said drawings etc. and such further detailed drawings as may be furnished to the contractor by the said Owner/Employer through the Architects and described in the said Specifications and the said Schedule of Quantities.
3. Notwithstanding what are stated in the N.I.T conditions of Tendering, Conditions of Contract of herein before stated by the Employer through the Architects reserves itself the right of altering the drawings and the nature of the work and addition to or omitting any items of work or of having portions of the same carried out departmentally or otherwise and such alterations or variations shall be carried out without prejudice to this contract.
4. As mentioned in Article 1 above, the said conditions shall be read and be treated as forming part of this agreement and parties hereto will respectively be bound thereby and to abide by and submit themselves to the conditions and stipulations and perform the same on their parts to be respectively observed and preferred.
5. Any dispute arising under this agreement shall be referred to the Arbitration in a manner specified in the General Conditions of the Contract and all legal disputes shall be limited within the territorial jurisdiction of Patiala thereto. The decision of the arbitration shall be final and binding on both the parties.

IN WITNESS WHEREOF THE PARTIES to there presents have hereunder set and subscribed their hands, the day, month and year first above written.

Signed and delivered for  
and on behalf of Union  
Bank Of India

Shri. \_\_\_\_\_  
Its duly authorized official

In the presence of -  
1. (Name and Address)  
2. (Name and Address)

Signed and delivered for  
and on behalf of The  
Contractor:

by Shri \_\_\_\_\_ his Duly authorized official

In the presence of -  
1. (Name and Address)  
(Name and Address)





(On the letter head of Contractor/Vendor)

Date: .....

LETTER OF OFFER

To

The Regional Head,  
Union Bank of India,  
Regional Office: Shimla  
Parvati Complex, NH-22  
Bypass Road, Panthaghati,  
Shimla-171009 (H.P.)

Dear Sir,

Sub.: - Tender enquiry for COMPLETE FURNISHING WORK OF BRANCH OFFICE NICHAR (KINNAUR)

With reference to the tenders regarding the above work invited by you, we have to state as under.

We declare that before quoting the rates, we have visited the site and our rates are as per present site condition, further we herewith deposit EMD (Rs.) as Earnest Money for due execution of the works at my / our tendered rates as per the Terms of Contract. In the event of this tender being accepted, I / We agree to enter into and execute the necessary contract documents as required by you.

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

We hereby after to execute and complete the whole of the works strictly in accordance with the said conditions of contract, special conditions of contracts, specifications and drawings at the rates set out against each of the items of work in the schedule of quantities. The total cost included in the above is Rs. /- (Rupees.....Only.

We have carefully read and clearly understood the conditions of contracts, special conditions of contract, and specifications. We agree to complete the work at the rate \ rates quoted by me \ us in the schedule of quantities and within the specified time from the date of work order awarding the work to us.

We understand the work is to be completed within scheduled time period. Our rates are firm and include and cover all cost, expenses, liabilities of very description and all risk of every kind to be taken in execution and handing over the work to the Bank.

Thanking you,

Yours faithfully,

NAME: ADDRESS: \_\_\_\_\_  
TELE. NO.: \_\_\_\_\_  
FAX. NO.: \_\_\_\_\_  
MOBILE NO. \_\_\_\_\_