

रा.बैं.उ.प्र.क्षे.का./जी.ए.डी.-परिसर/
25 अगस्त 2008

/पीडीसी 51/ 2008-09

प्रिय महोदय,

17 TR Ton Split AC की आपूर्ति एवं स्थापना के लिए निविदा आमंत्रण

राष्ट्रीय बैंक उक्त कार्य हेतु अनुमोदित ठेकेदारों से निविदाएं आमंत्रित करता है। कार्य का विवरण संलग्न है:-

1. कार्य का नाम : 17 TR Ton Split AC की आपूर्ति एवं स्थापना कार्य हेतु
2. कार्य स्थल : राष्ट्रीय बैंक परिसर लखनऊ
3. धरोहर राशि : रु 8000.00
4. निविदा जमा करने की अन्तिम तिथि : 30 सितम्बर 2008 सायंकाल 15:00 बजे तक
4. निविदा खोलने की तिथि : 30 सितम्बर 2008 सायंकाल 15:30 बजे

कृपया निविदा भरने से पूर्व कार्यस्थल में किए जाने वाले कार्य का निरीक्षण कर लें। मुहरबन्द निविदाएं, जो कि श्री सुखबीर सिंह, मुख्य महाप्रबन्धक को सम्बोधित हो निर्धारित समय तक राष्ट्रीय बैंक क्षेत्रीय कार्यालय में द्वितीय तल पर जीएडी विभाग में रखे गए टेण्डर बाक्स में डालना होगा। देर से प्राप्त या अधूरी निविदाओं पर विचार नहीं किया जाएगा। बैंक किसी एक या सभी निविदाओं को बिना कारण बताए अस्वीकार करने का अधिकार सुरक्षित रखता है।

भ व दी य

(एस.एम. सिन्हा)
सहायक महाप्रबन्धक

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

**SITC OF 17 TR TON SPLIT AC IN REGIONAL OFFICE AT
11, VIPIN KHAND, GOMTI NAGAR, LUCKNOW**

General conditions and instruction to the contractors:

1. Contractors are advised to visit the site and thoroughly understand the nature and scope of the works and be familiar with the site conditions before quoting.
2. Quoted rates should be workable and reasonable and should include incidental and all overheads and profits. The Contractor should furnish Rate Analysis for scrutiny of the rates by NABARD, if required.
3. Rates should include all Taxes including service tax, Duties, Octroi, Levies, Wages as per Act etc. and should be firm for the entire Contract Period. No escalation of rates will be allowed for the entire Contract Period on any account.
4. Materials used should conform to relevant BIS Codes where it is not mentioned specifically . However, in the absence of the same, the decision of NABARD will be final.
5. Payment shall be made after successful installation, testing and commissioning of the system. Any discrepancy in settlement of bills may be brought to the notice of the Bank within a period of one month after the settlement of the Bills. The Bank will not entertain any claim regarding any dispute in settlement of the bills after stipulated period.
6. Additional works beyond the scope of the contract shall be paid as per the Rate Analysis based on the company list prices with 15% towards Contractor's overhead profit plus Works Contract Tax as applicable. In the absence of company price list, market rate will be allowed for which the necessary purchase vouchers shall be furnished by the firm. Such additional works shall be generally carried out only after obtaining due approval from the Bank.
7. Income Tax, Works Contract Tax and other taxes, as applicable, will be deducted from total payment due to the Contractors.
8. The Contractor should have valid license relating to his Contract and the workmen employed by the Contractor should also have the valid license and experience in their trade.
9. The Contractor should arrange to obtain necessary insurance cover (Workmen Compensation policy) for his employees at his cost and should be responsible for the safety of persons employed by him. The original Insurance Policy should be handed over to the Bank, keeping the copy with the Contractor.

10. The working hours to be observed by the Contractors shall generally be from 10.00A.M.to 05.00 P.M. However, in case of emergency, work will have to be carried out beyond office hours on holidays with prior permission of the Bank to complete the same and for which no extra charges will be paid.

11. All the Standard Conditions of the Contract shall be binding on the parties as per Indian Contract Act.

12. The Contractor shall comply with all the applicable Acts, Rules, Regulations, requirement of Law (s) for entering into Maintenance Works Contract and the Bank will not in any way be liable or responsible for any default / irregularities / penalties on the Contractor's part.

13. The Contractor shall comply with the provisions of Contract, Labour (Regulation and Abolition) Act, 1996, Minimum Wages Act and all other Labour Laws and other Statutory Regulations (both Central and States) that may be enforced from time to time by the Appropriate Authorities. The Bank shall not be held responsible for any penalty on failure of any Labour Regulations. The Bank shall have the power to inspect the Wage Register and for physical verification of salary paid to the staff with reference to any records of the Contractor and to insist the Contractor to comply with Laws.

14. The Contractor should be responsible to fulfill all the obligations in connection with the workers employed by the Contractor for the purpose of the Contract and all the Statutory and other liabilities if any including minimum wages, leave salary, uniform, ex-gratia, gratuity, ESI, Provident Fund, Workman Compensation, if any, etc. in connection therewith shall be on the Contractor account and payable by the concerned Contractor.

15. The Contractor should obtain necessary permission that may be required for the purpose of this Contract from such Authorities as may be prescribed by Law from time to time.

16. The Contractor should provide uniform to his workers engaged at site. The Contractor should arrange to issue Photo Identity Card to his workers.

17. The Contractor shall be fully responsible and shall compensate the Bank with suitable Insurance cover in the event of any damage to men or material, injury / damage or death as the case may be, caused directly or indirectly due to the negligence of the Contractor or his agents and / or his employees or workmen. The decision of the Bank in this regard shall be final and binding.

18. The Contractor should not employ any person who is prohibited by Law from being employed for fulfilling obligations under this Contract.

19. Any act of indiscipline / misconduct / theft / pilferage on the part of any employee engaged by the Contractor resulting in any loss to the bank in kind or cash will be viewed seriously and the bank will have the right to levy damages or fine and / or even terminate the Contract forthwith.

20. In case of any default or failure on Contractor's part to comply with all / any one of the Terms / Conditions, the Bank reserves to itself the right to take necessary steps to remedy the situation including, inter-alia, the deduction of appropriate amount/s from dues otherwise payable to Contractor and/or by taking recourse to appropriate recovery proceedings.

21. If any dispute arises on any matter concerning this Contract, the decision of the Bank shall be final and binding.

22. The contractor has to do the work in a working office. So the Contractor should not at any time do, cause or permit any nuisance on the site / do anything which shall cause any disturbance to running of the said office.

23. The workers employed by the Contractor can use the common facilities such as drinking water, toilet, etc. if any, provided at the premises. However, it should be ensured that the same should be kept in hygienic condition.

24. The workmen employed by the Contractor should abide by the Rules and Regulations maintained by the Bank in the premises, especially in respect of working hours, entry of the workers to the premises, interpersonal relation with the occupants, etc.

25. The Contractor should obtain approvals, if any, necessary for the work from the Statutory Bodies on behalf of the Bank. The Contractor shall assist the Bank fully in respect of any liaison with the Municipal or any other Authority for necessary approval / permission with regard to the maintenance works. The fees and other statutory charges, if any, will be reimbursed to the Contractor based on the original receipts produced to the Bank.

26. The Contractor shall provide everything necessary for the proper execution of the works. Bank will not supply any T & P materials or any other equipment, materials, labour, etc. and no payment in this respect will be made by the Bank. The Contractor shall supply, fix and maintain all the scaffoldings, jhulla, T&P, etc., at his cost during the execution of any work and remove them as soon as the work is completed.

27. The Contractor shall not directly or indirectly transfer, assign or sublet the Contract or any part of it, without written permission of the Bank.

DECLARATION BY THE CONTRACTOR

I have read and understood all the instructions/conditions given above and I have taken into account the above instructions/ conditions while quoting the rates.

Place: Lucknow
Date:

Signature of the contractor &
Name & Seal of the firm

**NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
SUPPLY, INSTALLATION, TESTING AND COMMISSIONING
OF 17 TON SPLIT AC IN REGIONAL OFFICE AT
11, VIPIN KHAND, GOMTI NAGAR, LUCKNOW**

SCOPE OF WORK:

1. 17 TR (2 nos. 8.5 TR CAPACITY SCROLL COMPRESSOR) ductable with micro processor controlled, air cooled, scroll compressor split Acs ductable shall be installed in the Bank's Conference Hall, at 11, Vipin Khand, Gomti Nagar, Lucknow.
2. The outdoor units for these split ACs shall be installed in the nearest available space/roof top. Necessary gas pipe lines, drains shall be routed through over floors, false ceiling, walls/ metal frames, window glass panes suitably hinged/ supported with clamps, nuts, bolts, steel anchors, fully covered with GI/wooden frames (boxing) and painted to match the aesthetics of the room. The lines shall be suitably insulated with thermocol sections of appropriate density and covered with suitable wrappings. The outdoor units shall be kept on window sills/ supported on m.s. Frames/roof top with concrete pedestals of appropriate size. The indoor unit shall be ceiling mounted to be hanged from the ceiling with required anchor bolts to be fasted with reinforcement of ceiling concrete slab. The duct shall be of 18/20 swg GI sheet with suitable lining and collar to be attached to existing duct. Canvass connection. Appropriate drainage for condensing water etc. Are to be provided. The pipes shall be suitably insulated with thermocol sections of appropriate density and covered with box to match aesthetic of the room. The split units shall have necessary protections, thermostat/ filter, remote operation control, anti rusting/ corrosive treatment and shall have 12000 K/TR capacity (minimum) with scroll compressor, filter, blower etc complete through AC supply available in AHU room. Suitable size manual duct air dampers to be provided (i) between AHU outlet and planum (ii) between outgoing ducts of split units and planum. The damper operation lever shall be of appropriate size and length for closing and opening of dampers frequently as per site's requirement.
3. Electrical interlocking by providing necessary contactors / switches / control cabling etc of required capacity/ size and of BIS standard, within the space available inside the existing SDB in AHU room or by providing a separate cubical of appropriate size to house such controls, prevent running both split units and main AHU simultaneously.
4. The power supply for split ACs shall be arranged by the contractor from the existing SDB in AHU room with suitable size of power cable dully supported on walls/ floors/ ceilings with GI clamp etc. Termination of cable at both ends with machine with proper lugs, glands of appropriate size etc.
5. Contractor have to carry out the supply, installation, testing and commissioning (SITC) of above referred ductable split AC. Complete as per site requirement and instructions given by Bank.time to time.
6. The makes of split ACs Bluestar, Voltas, Carrier, LG or equivalent.

7. If a firm is eligible to quote for more than one brand, they may take photocopy of the attached schedule of quantity and quote for all of them individually. However, they shall have to enclose the proof of eligibility.

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

SITC OF 17 TR SPLIT AC IN REGIONAL OFFICE AT
11, VIPIN KHAND, GOMTI NAGAR, LUCKNOW

Special conditions of the contract:

1. Tenderer shall submit their bid with an EMD amount of Rs.8000/- in the form of DD in favour of National Bank for Agriculture and Rural Development, payable at Lucknow. Tenders received without EMD amount shall summarily be rejected.
2. The bank reserves the right to reject all or any of the offer without assigning any reason whatsoever.
3. Supply and installation of the equipment to be at National Bank's Regional building at 11, Vipin Khand, Gomti Nagar, Lucknow. The work shall commence from 10th day from the date of issue of work order.
4. The work shall be completed in all respects within one month from the date of receipt of the work order.
5. The defect liability period shall be one year from the date of commissioning of all the units.
6. The quotations shall be valid for a minimum period of 90 days from the date of opening of quotations.
7. The supplier shall give undertaking that they shall extend prompt service facility against defects/ breakdowns during the guarantee/warranty defect liability period.
8. Kindly note that no advance shall be given against the work order. Payment shall be made only after satisfactory completion of entire work as per contract.
9. Only manufacturer/authorised dealers are allowed to bid for the contract.
10. Authorised dealership certificate shall be enclosed with the quotation.
11. Contractor shall remove any improper work done immediately on receipt of instructions from the bank.
12. Contractor shall provide all drawings/brouchers/warranty cards/spares etc. provided by manufacturer with the machine.
13. An amount equal to 5% of the value of work done (final) shall be retained from the bill as security money and shall be refunded (without any interest) after expiry of defect liability period of one year. The EMD amount shall be adjusted with the retention money. The retention money may be refunded against a bank guarantee of equal and taken from a nationalised bank in favour of NABARD.
14. Liquidated damages for delay shall be 0.25% of the accepted tender and per week, beyond the schedule date of completion, subject to a maximum of 5% of the tender amount.

Schedule of quantity

S. No	Item	Qty	Unit	Rate	Amount	Approved brands
1	Supply installation and testing & commissioning of the ductable split air conditioner 17 TR (2 x 8.5 TR) capacity complete with scroll compressor, condenser, evaporative units, copper gas and drain piping appropriate of size. GI ducting with collar dampers of appropriate size at at least 03 locations, canvas connection etc., electrical cabling routing through floor/walls, wooden frames etc. using GI board boxing for covering of such pipes/cables so as to give a aesthetically good appearance matching with the existing floor and wall, ready to use and as per site requirement complete and as per instruction and details given in scope of work.	1	Set			
	Total					

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
SITC OF 17 TON SPLIT AC IN REGIONAL OFFICE AT
11, VIPIN KHAND, GOMTI NAGAR, LUCKNOW

Safety conditions of the contract:

As part of the contract, the contractor must satisfy the under mentioned safety requirements and must ensure at all time that these are followed without any deviation.

1. Smoking is prohibited in the bank's premises.
2. For any job involving welding, soldering, lighting of flames, use of heat source or temporary electrical connection, prior permission of the bank's engineer shall be taken before execution of the same. No job involving heat source are permitted to be carried out after office hours, holidays and sundays without prior permission.
3. It is entirely the responsibility of the contractor to see that safety appliances such as safety belts, life lines, helmets, rubber gloves etc. depending on the job demand are made available to his staff at contractor's cost. If the contractor need any suggestion on the matter, he may approach the bank's engineer for the same. However, any lapse on safety will be viewed seriously.
4. The contractor shall ensure that the persons posted for the work are well conversant with the operation of fire extinguishers.
5. The contractor shall take all precautions to avoid accident and causes of accident. He must be careful regarding safety during working of his staff in the premises.
6. Safety precautions of portable appliances

Precaution in handling portable electrical appliances are more significant under monsoon conditions some likely situations are highlighted here for your attention and action to ensure that conditions and methods of usage conform to the safety of personnel and property.

- i) Broken sockets/ pin plug/loose connections : these conditions cause sparks which lead to fault conditions or electrical shock situations. Wires shall not be directly inserted into the sockets as the earth lead of the equipment inserted into the phase socket may give shock to the operator.
- ii) Polarity of phase/ neutral and earth : certain appliances like poroscope may give violent electrical shock during work if polarity conditions are not satisfied.
- iii) Joints in flexible cables: Usage of portable appliances is such that electrical and physical integrity of joint may be suddenly affected, leading to severe sparking and fire if

combustible/inflammable materials are present near the joint. Perhaps this may not be noticed by the operator at all.

iv) Appliance body grounding and system grounding: In absence of or ineffective appliance body grounding, operator may receive severe shock in case of phase to earth fault during usage. And also all earth pins in sockets must have low impedance and mechanically firm earthing according to Indian Electricity Rule so that safety is assured to operator even under fault condition.

v) Water leakage: water reduces efficiency of insulation depending upon exposure. Presence of moisture on ordinary switches may give a shock during operation, switches in chronic leakage areas should preferably be de-energised and until the rectification is done and contractor must consult the bank's engineer on the issue.

vi) Excavation/addition/alteration of the building: during excavations, alterations of the building etc every care shall be taken that electric shock or damages to cables, are avoided. De-energisation of circuits must be considered whenever required.

Signature of the contractor with seal