

TENDER DOCUMENT FOR SUPPLY AND INSTALLATION
OF WORK STATION AND OTHER FURNITURE’S
FOR NABARD’S REGIONAL OFFICE BUILDING AT
VIP ROAD, PORT BLAIR

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SECTION 1

NOTICE INVITING TENDER

NB(AN)/
25 February 2011

/ RO-71 / 2010-2011

M/s

Dear Sirs,

NABARD Regional Office Building, at VIP Road, Port Blair - Tender
for Providing and Installing Work Station and other Furniture's in RO.

1. National Bank for Agriculture and Rural Development invites you to tender for the captioned Interior furnishing works at its Regional Office Building at Port Blair, Andaman & Nicobar Islands (to be installed in office premises at Port Blair) . We request you to submit your offer in a sealed envelope for the aforesaid work as per detailed specifications, Bill of Quantities (B.O.Q) and other requirements as mentioned more specifically elsewhere in this tender document.

2. Tender documents can be obtained from our office from 01 March 2011 to 10 March 2011 on payment of tender fee of Rs.1000.00 (Rupees One thousand only) by cash / demand draft in favour of NABARD, Port Blair or can get it on request from the offices e-mail address.

3. Sealed offers in two separate Envelopes indicating clearly '**Envelope No.1**' and '**Envelope No.2**', should be addressed by name to Shri. G.R. Chintala, General Manager/ Officer-in-Charge, National Bank for Agriculture and Rural Development, 18, Tagore Road, Kannada Sangh Building, Head Post Office Port Blair 744 101 and superscribed "**Tender for Providing and Installing Work Station and other furniture's for NABARD Regional Office building at Port Blair**". The tender should be submitted not later than 14.00 hrs. on the 24th of March 2011.

4. Envelope No.1 shall contain

A. Volume I of tender

B. Bar Chart indicating the program for the execution of the work.

C. Earnest Money deposit by way of a Demand Draft from Nationalised Bank/ Scheduled Bank payable at Port Blair in favour of National Bank for Agriculture and Rural Development OR a Bank Guarantee issued by a Nationalized /Scheduled bank in the format prescribed in Annex-3 hereof. Tender without EMD shall be rejected *in limine*.

D. Technical and Commercial aspects of the offer.

- E. Drawings.(Layout drawing to be prepared and submitted by the Offerer after inspecting the site of work)
5. Envelope No.1 will be opened on the same day at 15.30 hrs. in the presence of representatives of the firm/s, should they choose to be present.
6. Envelope No.2 shall contain:
- Schedule of Quantities (Price Bid) complete in all respects duly sealed and addressed by name to Shri. G.R. Chintala, General Manager/ Officer-in-Charge, National Bank for Agriculture and Rural Development, 18, Tagore Road, Kannada Sangh Building, Head Post Office, Port Blair 744 101 and superscribed **“ Price bid for Providing and Installing Work Station and other furniture's for NABARD Regional Office building at Port Blair”**
 - Envelope No.2 should not contain any conditions whatsoever and any conditional bids shall be rejected *in limine*.
 - Envelope No.2 will be opened on the same day or on some suitable date, which will be communicated later.
7. Before filling up the tenders, the bidders may note the following:
- The bid shall remain valid and open for acceptance for 120 days from the date of opening of Envelope No.2
 - Time of Completion : The work shall be completed within 45 days. The period shall be reckoned from the date of issuance of Letter of Acceptance of Tender /Work Order.
 - All documents that comprise the offer should be signed and sealed by the firm.
 - Liquidated damages for delay in completion of the works will be levied at 0.25% of the value of the accepted tender for every week of delay or part thereof, subject to maximum of 5% of the value of the accepted tender.
 - NABARD reserves its right to accept or reject any /all tender/s in part or whole of any firm / firms without assigning any reasons therefor.
8. The successful bidder shall execute an agreement with NABARD in accordance with the standard format enclosed within 14 days from the date of acceptance of the offer failing which the bidder's EMD may stand forfeited.
9. *A Pre-bid meeting will be held at 15:00 hours on the 10th March 2011 in the chamber of the General Manager/ Officer-in-Charge of NABARD Regional Office at the above-mentioned address. The bidders are requested to attend the meeting and obtain clarifications, if any, that may be required by them. No further requests for clarifications shall be entertained.*
- 10. The Offerer may please note that, the layout drawings enclosed are only indicative and the successful offerer is required to prepare a fresh layout drawing to suit the requirement of the Bank before execution of the work.**

Thanking you,

Yours faithfully,

(G.R. Chintala)
General Manager/ Officer-in-Charge

SECTION 2

FORM OF TENDER

Place:

Date :

The Chief General Manager
National Bank for Agriculture and Rural Development
Andaman & Niobar Regional Office
NABARD, Port Blair.

Dear Sir,

Having examined the Technical Specifications and Schedule of Quantities relating to the works specified in the Memorandum hereinafter set out and having visited and examined the site of the works specified in the said Memorandum and having acquired the requisite information relating thereto as affecting the tender, I/We hereby offer to execute the works specified in the said Memorandum within the time specified in the said Memorandum at the rates mentioned in the Schedule of Quantities and in accordance in all respects with the Technical Specifications and instructions in writing referred to the Conditions of Tender, the Articles of Agreement, Special Conditions, Schedule of Quantities and Conditions of Contract and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

- | | |
|--|--|
| a) Description of work | : Interior furnishing works to the Bank's Regional Office Building at VIP Road, Port Blair |
| b) Earnest Money | : Rs.50,000 |
| c) Time allowed for completion of the work | : 45 days. |
| d) Retention Money Deposit (RMD) | : 5% from every R.A. Bill, maximum 5% of value of accepted tender. |
| e) Initial security deposit | : 2% of value of accepted tender |

We understand that the time for completion shown above shall be reckoned from the date of issue of the Letter of Acceptance of the tender /Work Order.

Should this tender be accepted, I/We hereby agree to abide by and fulfill the terms and provisions or the said Conditions of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit the EMD and pay to the National Bank for Agriculture and Rural Development, the amount mentioned in the said Conditions.

Our Banker's are :

i)

ii)

The names of partners of our firm are :

i)

ii)

iii)

Name of the partner of the firm
Authorized to sign:

OR

Name or person having Power of
Attorney to sign the contract
(certified copy of the Power of
Attorney should be attached):

Yours faithfully,

Signature of Tenderer

Signed in the presence of:

Witness #1

Signature:

Name:

Address

Witness #2

Signature:

Name:

Address

SECTION 3
ARTICLES OF AGREEMENT

ARTICLES OF AGREEMENT made this _____ day of _____ between the National Bank for Agriculture and Rural Development (hereinafter called “the Employer”) of the one part and _____ (hereinafter called “the Tenderer”) of the other part.

WHEREAS the Employer is desirous of getting executed Work Station and other Furnitures for Regional Office building at Port Blair, Andaman & Nicobar Islands and has caused Schedule of Quantities showing and describing the work to be done to be prepared by or under the direction of the Employer’s Architects.

AND WHEREAS the said technical specifications and the schedule of Quantities have been signed by or on behalf of the parties hereto.

AND WHEREAS the Tenderer has agreed to execute upon and subject to the conditions set forth in the Schedule of Quantities and Conditions of Contract (all of which are collectively hereinafter referred to as “the said Conditions”) the work shown upon the said technical specifications, and included in the Schedule of Quantities at the respective rates therein set forth amounting the sum as therein arrived or such other sum as shall become payable there under (hereinafter referred to as “the said contract amount”).

NOW IT IS HEREBY AGREED AS FOLLOWS :-

1. In consideration hereinafter mentioned, the Tenderer will upon and subject to the conditions annexed, carry out and complete the works shown in the contract, described by or referred to in the Schedule of Quantities and in the said conditions.
2. The Employer shall pay the Tenderer the said contract amount or such sum as shall become payable at the times and in the manner specified in the said conditions.
3. The said Conditions and Appendix thereto and the documents attached hereto shall be read and construed as forming part of this Agreement and the parties hereto shall be respectively abide by, submit themselves to the said Conditions and the correspondence and perform the agreements on their part respectively in the said conditions and the documents contained herein.
4. This Agreement and documents mentioned herein shall form the basis of this contract.
5. This contract is neither a fixed lump sum contract nor Piece work Contract, but it is a Contract for the complete work to be paid for according to actual quantities at the rate contained in the Schedule of Rates & Probable quantities or as provided in the said conditions.
6. The Tenderer shall afford every reasonable facility for carrying out of all works of other Contractors employed by the Employer and shall make good any damage done to walls, floors, etc. after the completion of such works.
7. The Employer reserves to itself the right of altering the nature of work by adding to or omitting any items of works or having portions of the same carried out without prejudice to this contract.
8. Time shall be considered as the essence of this contract, and the Tenderer hereby agrees to commence the work/job within the tenth day of receipt of the letter of acceptance of the tender /work order as provided for in the said conditions and to complete the entire work within the time period 45 days reckoned from the date of receipt of such letter of acceptance of tender /work order subject nevertheless to the provision for extension of time.

9. All payments by the Employer under this contract will be made only at Port Blair.
10. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Port Blair and only Courts in Port Blair shall have the jurisdiction to determine the same to the exclusion of all other courts.
11. That the several parts of this contract have been read by the tenderer and fully understood by the tenderer.

IN WITNESS WHEREOF the Employer has set its hands to these presents through its duly authorized officials and the Tenderer has caused its common seal to be affixed hereunto and the said two duplicates/ has caused these presents and the said two duplicates here of to be executed on its behalf, the day and year first herein above written. (If the Tenderer is a company).

Signature Clause

SIGNED AND DELIVERED by the National Bank for Agriculture and Rural Development by the hand of
Shri

(Name & Designation)

In the presence of:

Witness #1

Signature:

Name:

Address

Witness #2

Signature:

Name:

Address

SIGNED & DELIVERED by

If the bidder is a partnership firm or an individual should be signed by all or on behalf of all the partners in the presence of :

Witness #1

Signature:

Name:

Address

Witness #2

Signature:

Name:

Address

The COMMON SEAL OF:

was hereunto affixed pursuant to the resolutions passed by its Board of Directors at the meeting held on:

In the presence of :

1)

2)

The DIRECTORS who have signed these presents in token thereof.
If the bidder signs under Presents of the common seal, the signature
clause should tally with the sealing clause in the Articles of Association.

In the presence of:

Witness #1

Signature:

Name:

Address

Witness #2

Signature:

Name:

Address

SIGNED AND DELIVERED by the Bidder
by the hand of Shri.

If the bidder is signing by the by the
hand of Power of Attorney, whether
a company or an individual.

Duly Constituted Attorney.

Witness #1

Signature:

Name:

Address

Witness #2

Signature:

Name:

Address

SECTION 4

INSTRUCTIONS TO BIDDERS
and
GENERAL CONDITIONS OF CONTRACT

1. Sealed Tenders should be addressed by name to Shri. G.R. Chintala, General Manager/ Officer-in-Charge, National Bank for Agriculture and Rural Development, 18, Tagore Road, Kannada Sangh Building, Head Post Office Port Blair 744 101 and superscribed “**Tender for Providing and Installing Work Station and other furniture's for NABARD Regional Office building at Port Blair**”, so as to reach him not later than 14.00 hrs. on theday of March 2011, along with an Earnest Money Deposit of Rs. 50,000.00 in the form of Demand Draft/ Pay order drawn on a Nationalised / Scheduled bank in favour of National Bank for Agriculture and Rural Development, Port Blair. No tender will be received after 14.00 hrs. under any circumstances whatsoever.

2. The tender should be submitted in two separate sealed envelopes indicating clearly 'Envelope No.1' and 'Envelope No.2' therein with the following documents and details:

Envelope No.1 shall contain ;

- a. Volume I of tender
- b. Bar Chart indicating the program for the execution of the work.
- c. Earnest Money deposit by way of a Demand Draft from Nationalised Bank/ Scheduled Bank payable at Port Blair in favour of National Bank for Agriculture and Rural Development OR a Bank Guarantee issued by a Nationalized /Scheduled bank in the format prescribed in Annex-3 hereof. Tender without EMD shall be rejected *in limine*.
- d. Technical and Commercial aspects of the offer.
- e. Drawings.(Layout drawing to be prepared and submitted by the Offerer after inspecting the site of work)

Envelope No.1 will be opened on the same day at 15.30 hrs. in the presence of representatives of the firm/s, should they choose to be present.

Envelope No.2 shall contain ;

- a. Schedule of Quantities (Price Bid) complete in all respect duly sealed and addressed by name to Shri. G.R. Chintala, General Manager/ Officer-in-Charge, National Bank for Agriculture and Rural Development, 18, Tagore Road, Kannada Sangh Building, Head Post Office Port Blair 744 101 and super scribed “ **Price bid for Providing and Installing Work Station and other furniture's for NABARD Regional Office building at Port Blair**”
- b. Envelope No.2 should not contain any conditions whatsoever or at variance with those conditions prescribed in the Tender document and any conditional bids shall be rejected *in limine*.

3. Envelope No.2 containing Schedule of Quantities (Price Bid) will be opened (the date to be notified later), by General Manager/ Officer-in-Charge, National Bank for Agriculture and Rural Development, Regional Office, Port Blair or any other officer designated for this purpose by him in the presence of the tenderer or their representatives, should they choose to be present.
4. Tenders shall remain valid for acceptance by the Bank for a period of 120 days from the date of opening of the Volume - II (Price Bid) which period may be extended by mutual agreement and the tenderer/s shall not cancel or withdraw the tender during this period.
5. The tenderer must use only the Schedule of Quantities (SOQ) / Bill of Quantities (BOQ) issued by the Bank, to fill in the rates. Any addition/alteration in the text of the tender made by the tenderer shall not be considered. Such tender/s may be considered invalid by the Bank at its discretion.
6. The tender must be filled in English and all entries must be made by hand and written in ink. If any of the documents is missing or unsigned, the tender may be considered invalid by the Bank in its discretion.
7. Rates and amounts should be quoted both in figures and in words in columns specified. All erasures and alterations made while filling the tender must be attested by initials of the tenderer. Overwriting of figures is not permitted.
8. Failure to comply with either of these conditions will render the tender void at the Bank's option. No advice whatsoever especially on any change in rate, specifications or conditions after the opening of the tender will be entertained. If on check there are difference between the rates given by the contractor in words and figures or in the amount worked out by him, the following procedure shall be followed:
 - (a) When there is a difference between the rates in figures and in words, the rates that correspond with the rate written either in figures or in words, then the rate quoted by the contractors in words shall be taken as correct.
 - (b) When the amount of an item is not worked out by the contractor or it does not correspond with the rate written either in figures or in words, then the amount corresponding to the rate quoted by the contractors in words shall be taken as correct.
 - (c) When the rates quoted by the contractor in figures and in words tallies but the amount is not worked out correctly, the rate quoted by the contractor shall be taken as correct and not the amount.
9. Each page of the Tender Documents should be signed by the authorized person or persons submitting the tender in token of his/their having acquainted himself/themselves with the General Conditions of Contract. General specifications, Special Conditions, etc. as laid down. Any tender with any of the documents not so signed will be liable to be rejected.
10. The tender submitted on behalf of a firm shall be signed by all the partners of the firm or by a partner who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be rejected by the Bank.

11. The Earnest Money Deposit (EMD) of Rs. Rs.50,000.00 in the any one of the modes prescribed in Clause 1 above shall be deposited by the tenderer along with this tender. A tender that is not accompanied by EMD shall be rejected *in limine*. The EMD will be returned to the tenderer if his tender is not accepted by the Bank but without any interest thereon. The EMD paid by the successful tenderer shall be retained by NABARD as security for execution and fulfillment of the contract. No interest shall be paid on this deposit. The EMD of the successful tenderer will be forfeited if he fails to comply with any of the conditions of the Contract /Tender Document.

12. The National Bank for Agriculture and Rural Development does not bind itself to accept the lowest or any tender and reserves to itself the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons for doing so.

13. The National Bank for Agriculture and Rural Development reserves the right to subdivide the work for items of work mentioned in the tender amongst two or more tenderer at its own discretion and the tenderer shall have to execute orders for part of the items placed with them at the quoted /accepted rates. The National Bank for Agriculture and Rural Development also reserves the right to increase or decrease the quantities and /or omit any item of work after the order is placed and the tenderer shall execute the same without claiming anything extra for such variation. In this context, the rates quoted for each item under each of the part must be self supporting and relevant.

14. On receipt of intimation from the Employer of the acceptance of his / their tender, by way of Letter of Acceptance of Tender /Work Order, the successful tenderer shall produce samples of furniture as per clause 2 of 'Special Conditions' within fourteen days of approval of sample furniture listed under 'Special Conditions'. The successful tenderer shall sign an agreement in accordance with the agreement in the format prescribed herein and the Schedule of Quantities. A Letter of Acceptance by the National Bank for Agriculture and Rural Development of a tender will constitute a binding contract between the National Bank for Agriculture and Rural Development and the bidder so tendering, whether such formal agreement is or is not subsequently executed. The cost of necessary stamp paper for execution of the agreement shall be borne by the successful tenderer/s. It is expressly understood that the period of completion of 45 days will be reckoned from the date of issue of Letter of Acceptance of tender.

15. The tenderer shall not assign the contract and shall not sublet any portion of the contract except with the written consent of the Employer. In case of breach of these conditions, the Employer may serve a notice in writing on the tenderer rescinding the contract whereupon the security deposit shall stand forfeited to the Employer, without prejudice to his other remedies against the tenderer.

16. The Tenderer shall carry out all the work strictly in accordance with details and instructions of the Bank's Architect/Engineer/Officials. If in the opinion of the Bank's Architect/Engineer/Officials, changes have to be made in the design and with the prior approval in writing of the Employer they desire the Tenderer to carry out the same, the Tenderer shall carry out the same. The Bank's Architect/Engineer/Officials decision in such cases shall be final.

17. A Schedule of Probable Quantities in respect of each work and Specifications accompany these General and Special Conditions. The Schedule of Probable Quantities is liable to alterations by Bank's Architect/Engineer/Officials. Each tender should contain not only the rates but also the value of each item of work entered in a separate column

and all the amounts quoted against various items should be totaled in order to show the aggregate value of the entire tender.

18. The tenderer must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of making tender and for entering into a contract and inspect the site of the work, acquaint himself with all local conditions, means of access to the work, nature of work and all matters pertaining thereto.

19. The rates quoted in the tender/offer shall be for the complete item including, design, fabrication, supply and installation at site on all the floors etc. The rate shall also include all charges for storing, watch and ward, reinstating and making good damaged work if any to its original finish etc.. The rates quoted shall be deemed to be for finished work to be measured at site. The rates quoted in the tender shall include all charges for packing, transport, loading, unloading and for delivery at site. The rates shall also be firm during the period of contract including extended period if any and rates shall not be subject to exchange variation, labor conditions, fluctuations in railway/sea freights or any conditions whatsoever. Tenderer must include in their rates, sales tax, excise duty, freights, octroi, entry tax or any other tax and duty or other levy as existing, levied by the Central Government or any State Government or Local Authority, if applicable. No claim in respect of sales tax, works contract tax (WCT), VAT, excise duty, freights, octroi or other tax, duty or levy etc., as existing shall be entertained by the Employer. Indemnity Bond in this respect will be furnished by successful tenderer as per NABARD *pro-forma*. The rates also to include minor civil works like cutting, opening, demolishing, carting the debris, making good the damages wherever required for successful installation of fixtures and transportation cost.

20. The tenderer should note that unless otherwise stated the tender is strictly on item rate basis and his attention is drawn to the fact that rates for each and every item should be correct, workable and self supporting. The quantities in the schedule of Quantities approximately indicate the total extent of work but may vary to any extent and may even be omitted thus altering the aggregate value of the contract. No claim shall be entertained on this account. The rates also to include minor civil works like cutting, opening, demolishing, carting the debris, making good the damages etc., wherever required for successful installation/ completion of fixtures/works and transportation costs.

21. The Tenderer shall bring to the notice of the Employer in case of any extra items not mentioned in the Schedule of Quantities during the course of the work and shall only carry out the same on written approval from the Bank's Architect/Engineer/ Officials.

22. Time allowed for carrying out the work is 45 days after the issue of Letter of Acceptance of Tender /Work Order which shall be strictly observed by the tenderer and it shall be reckoned from the day a Letter of Acceptance of Tender or Work Order is issued. The work shall throughout the stipulated period of the contract be proceeded with all due diligence and if the tenderer fails to complete the work within the specified period, he shall be liable to pay compensation at the rate of 0.25% per week subject to maximum of 5% of the value of accepted tender. The tenderer shall before commencing work prepare a detailed work program within 15 days, which shall be approved by the Bank's Architect/Engineer/Officials with such modifications that may be required.

23. The tenderer shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the cause of delays may be including delays arising out of modifications to the work entrusted to him

or in any subcontract connected therewith or delays in awarding contracts for other trades of the project or in commencement or completion of such works or in procuring government controlled or other building materials or in obtaining water and power connections for construction purpose or for any other reason whatsoever and the Employer shall not be liable for any claim in respect thereof. The Employer does not accept liability for any sum besides the tender amount, subject to such variations as are provided for herein.

24. The successful tenderer is bound to carry out any or all items of work necessary for the completion of the job even though such items are not included in the quantities and rates. Instructions in respect of such items and their quantities will be issued in writing by the Employer.

25. The successful tenderer must cooperate with the other contractor appointed by the Employer so that the work shall proceed smoothly with the least possible delay and to the satisfaction of the Bank's Architect/Engineer/Officials.

26. The tenderer shall guarantee that the work shall be free from any defects whatsoever for a period of 12 months (Defect Liability Period) from the date of virtual completion of the work.

27. DELIVERY SCHEDULE: The work allotted to the Bidder is to be completed within 45 days reckoned from the date of issue of the Letter of Acceptance of tender /Work Order (refer clauses 14 & 22 above also). Bidders are advised to visit the site and get themselves fully acquainted with the general and local site conditions, particularly those bearing upon transportation, handling, storage and the like, prior to quoting for the work. The interior works under this tender shall be delivered and placed and fixed in position for Regional Office Building for NABARD.

28. The successful tenderer shall fabricate sample of Loose Furniture and other items as directed by Architects given in the schedule of Quantities and get the same approved from Bank's Architect/Engineer/Officials before going for manufacture of the same. Any minor modifications/ changes suggested by the Bank's Architect/Engineer/Officials shall be effected without any extra cost to the Bank.

29. Any defects or shortcomings found during execution of work and the period of 12 months (defect liability period) from the completion of the entire work shall be attended/rectified by the tenderer without any extra cost to the Employer. In case of failure to do so within 10 days from such notice from the Bank, the Employer may get such rectification works carried out through any other firm and expenditure incurred by the Bank shall be recovered from any money due to the Contractor.

30. Initial Security Deposit: A sum equivalent to 2% of contract sum is required to be deposited by the firm within 7 (seven) days from the date of issue of work order. Earnest Money Deposit, Initial Security Deposit and Retention Money Deposit will form a total Security Deposit. 50% of total Security Deposit will be refunded after the defect liability period of 12 months. NABARD may accept a Bank Guarantee from any Nationalized /Scheduled Bank in lieu of cash deposit for the balance of the security deposit money during the Defects Liability Period after the virtual completion of work, in the format approved by NABARD. No other form of guarantee shall be accepted.

31. No escalation shall be allowed on the rates of this contract.

32. No mobilization advance shall be paid to the Contractor.

33. Storage space may be allowed at site as per the availability. The Contractor will have to make his own arrangement for security and locking arrangement of the storage space. The Contractor may be required to vacate the storage space as per Employer's exigency without any extra cost.

34. The contractor has to make his own arrangement for toilet facilities for his employees.

35. TERMS OF PAYMENT:

The contractor shall from time to time be entitled to receive payment on the basis of the actual work executed, approved and certified by the Bank's Architect /Engineer /Officials regarding compliance with specifications and acceptability subject to deductions herein as mentioned in Section I. The Architects / Bank may by any certificate make corrections in any previous certifications which have been issued by them.

The Contractor shall submit interim bills only after recording the measurements in the Measurement Book by the Architects / Bank's Engineer jointly with contractor at site. The final bill shall be submitted by the Contractor within three months from the date of virtual completion. The contractors shall submit extra / deviated items of work in proforma approved by Architects / Bank's Engineer.

36. Labour Law / Act - The contractor will be governed by the local Labour Laws / Acts in force.

37. Delay and Extension of Time : If in the opinion of Bank's Architect / Engineer / Officials, works be delayed by force majeure such as (a) war / hostilities, (b) riots or civil commotion, (c) earthquakes, fire tempest, lightening or other natural / physical disasters, etc., (d) restrictions imposed by the Government which prevent or delay the execution of the order or by any other reasons, a suitable extension of time will be given and no extra claim will be paid by the Employer whatsoever.

38. The Contractor shall use all materials conforming to relevant BIS Code and will use the best materials of approved manufacture.

39. Contractor's Representative on Works - Contractor shall maintain at site responsible, efficient, qualified and well experienced in-charge during the contract period. Any clarifications, explanation, instructions or notices given by the Employer to such in-charge shall be deemed to be given to the contractor and shall be binding on the contractor.

40. Dismissal of Workman - Contractor shall, on the request of the Employer, immediately dismiss from the work any person in the opinion of Employer be unsuitable or incompetent or who may be guilty of misconduct.

41. The contractor shall at the instructions of the Employer within such time as notified, open up for inspection any work and should the contractor refuse or neglect to comply with such instructions, the Employer may employ other workman to open of the same. Such work if it is found not in accordance with approved specifications, or the instructions, expenses of opening up and redoing if required shall be borne by and recoverable from the Contractor from any money due or which may become due to the contractor.

42. NOTICES: Notices of the Employer, to the contractor may be served personally or by being left at or sent by registered post to the last known place of the business of the party to whom the same is given or in the case of the contractor by being left on the works. Notices may be served at or sent by registered post to the registered office of the contractor. Any notice sent by registered post shall be deemed to be served at the time when in the ordinary course of post, it would be delivered.

43. TERMINATION OF CONTRACT BY THE EMPLOYER:

If the contractor being an individual or a firm, commit any "Act of Insolvency" or shall be adjudged an insolvent or being an incorporated company shall have an order for compulsory winding up or applies for voluntary winding up or subject to the supervision of the court and of the official assignee or the liquidator, in such acts of insolvency or winding up shall be unable within seven days after notice to him requiring him to do so, to show to the reasonable satisfaction of the employer that they are able to carry out and fulfill the contract, and to give security, therefor, if so required by the employer.

OR if the contractor (whether an individual Firm or Incorporated Company) shall suffer execution to be issued, or shall suffer any payment under this contract to be attached by or on behalf of any of the creditors of the contractor, or shall assign or sublet the contract without the consent in writing of the employer first obtained.

OR shall charge or encumber this contract or any payments due or which may become due to the contractor there under.

OR if the contractor

- (i) has abandoned the contract or
- (ii) has failed to commence the works, or has without any lawful excuse under these conditions suspended the progress of the works for seven days after receiving from the employer written notice to proceed, or
- (iii) has failed to proceed with the works with such due diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or
- (iv) has failed to remove materials from the site or to pull down and replace work for seven days after receiving from the employer written notice that the said materials of work were condemned and rejected by the employer under these conditions or
- (v) has neglected or failed persistently to observe and perform all or any of the acts, matters or things by this contract to be observed and performed by the contractor for seven days after written notice shall have been given to the contractor requiring the contractor to observe or perform the same, or
- (vi) has to the detriment of good workmanship or in defiance of the employer's instructions to the contrary sublet any part of the contract.

Then and in the event of any of the aforesaid cases, the Employer may, not withstanding any previous waiver, after giving seven days notice in writing to the contractor, determine the contract but without thereby affecting the powers of the employer or the obligations and liabilities of the contractor, the whole of which shall continue in force as fully as if the contract has not been so determined and as if the works subsequently executed has been executed by or on behalf of the contractor.

And further, the Employer may enter upon and take possession of the work and all plant, tools, scaffolding, sheds, machinery and materials lying upon the premises or the adjoining lands or roads and use the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the works or by employing any other contractors or other persons to complete works, and the contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractor or other person or persons employed for completing and finishing or using the materials and plant for the works. When the works shall be completed or as soon thereafter as convenient, the employer shall give a notice in writing to the contractor to remove his surplus materials and plant, and should the contractor fail to do so within a period of 14 days after the receipt thereof by him, the employer shall sell the same by public auction, and shall give credit to the contractor for the amount realised on deducting therefrom the costs of removal and sales.

If any sum shall be due or payable to or by the employer for the values of the said plant and materials so taken possession of by the employer and the expense of loss which the employer shall have been put to in requiring the works to be completed, and the amount, if any, owing to the contractor and the amount which shall be so certified shall thereupon be paid by the employer to the contractor or by the contractor to the employer, as the case may be, and the employer's certificate shall be final and conclusive between the parties.

On termination of the contract, the contractor shall forth with remove himself and his workmen from the work site.

44. TERMINATION OF THE CONTRACT BY THE CONTRACTOR

If the payment of the amount payable by the employer shall be in arrears and unpaid for 30 (thirty) days after it has become due as per payment terms and after notice in writing requiring payment of the amount shall have been given by the contractor to the employer and if the employer unreasonably withholds any such payment then contractor shall be entitled to give a termination notice and terminate the contract and recover from the employer payment for all works executed for the purpose of the contract.

In arriving at the amount of such payment, the net rates contained in the contractor's original tender shall be followed.

45. MATTERS TO BE FINALLY DETERMINED BY THE EMPLOYER

The employer's decision, opinion, direction, with respect to all or any of the matter such as scope of work, contractor to provide everything necessary, materials and workmanship to conform the description, assignment of subletting, defects after completion, delay & extension of time, opened up works and the schedule of rates as contained in the schedule of quantities hereof and as to the exercise by them the right to have any works opened up shall be final and conclusive and binding on the contractor. Employer's instructions if any, in this regard in case of any urgency, shall also be complied immediately.

46. FORECLOSURE OF CONTRACT IN FULL OR IN PART

If at any time after acceptance of the tender the employer shall decide to abandon or reduce the scope of the works for any reason whatsoever and hence not require the whole or any part of the works to be carried out, they shall inform the contractor in writing to that effect and the contractor shall have no claim to any payment or compensation or

otherwise whatsoever, on account of any profit or advantage which he did not derive in consequence of such foreclosure of the whole or part of the works.

The contractor shall be paid at the contract rates full amount for works executed at site and in addition reasonable amount for the value of such material (which material shall thereupon become the property of the employer) and also such further allowances as employer may consider reasonable and fair in respect of (a) any preliminary works etc. and (b) other reasonable and proper commitment, the contractor may have entered into for carrying out the work.

47. ARBITRATION

If any dispute, difference or question shall at any time arise between the parties as to the construction of this Agreement or concerning anything or as to the rights, liabilities and duties of the parties hereunder, except in respect of matters for which it is provided hereunder that the decision of the Employer or its Chief Engineer is final and binding, the same shall be referred to conciliation or arbitration after giving at least 30 days notice in writing to the other (herein after referred to as the "Notice for Conciliation / Arbitration") clearly setting out the items of dispute to a Conciliator or the Sole Arbitrator who shall be appointed as herein after provided for the purpose of appointing the Conciliator or the Sole Arbitrator who shall be appointing the Conciliator or the Sole Arbitrator referred above, the Employer shall send to the contractors, within thirty days of the Notice of Conciliation / Arbitration, a panel of three names of persons who shall be presently unconnected with the organisation of the Employer or the contractors.

The Contractor shall, on receipt of the names as aforesaid, select any one of the persons so named to be appointed as the Conciliator or Sole Arbitrator, as the case may be, and communicate his name to the Employer within fifteen days of receipt of the names. The Employer shall thereupon without any delay, appoint the said person as the Conciliator or Sole Arbitrator.

If the Employer fails to send to the Contractors, the panel or three names as aforesaid within the period specified, the contractor shall send to the Employer, a panel of three names of persons who shall be unconnected with either party. The Employer shall, on receipt of the names as aforesaid, select any one of the persons name and appoint him as the Conciliator or Sole Arbitrator. If the Employer fails to select the person and appoint him as the Conciliator or Sole Arbitrator within thirty days of receipt of the panel and inform the contractor accordingly, the contractor shall be entitled to appoint one of the persons from the panel as the Conciliator or Sole Arbitrator and communicate his name to the Employer.

If the person so appointed is unable or unwilling to act or refuses his appointment or vacates his office due to any reason whatsoever, another person shall be appointed as aforesaid.

The Conciliation / Arbitration shall be governed by the Conciliation and Arbitration Act, 1996 as in force from time to time. Where the parties do not agree with the Conciliator and appoint an Arbitrator (s) the award of the Arbitrator (s) shall be final and binding on the parties. It is hereby agreed that in all disputes referred to Arbitration, the Arbitrator shall give a separate Award in respect of each dispute or difference in accordance with the terms of the reference and the Award shall be a reasoned Award.

The fees, if any, of the Conciliator or the Arbitrator shall, initially be paid in equal proportion by each of the parties. The cost of the Conciliation / Arbitration including the fees, if any, of the Conciliator or the Arbitrator, shall be directed to be finally borne by such party or parties to the dispute, in such matter or proportion as may be directed by the Conciliator or the Arbitrator, as the case may be in the Award.

The employer and the contractor also hereby agree that the Arbitration under this Clause shall be a condition precedent to any right to action under the contract with regard to the matters hereby expressly agreed to be so referred to Arbitration.

48. TECHNICAL AUDIT CLAUSE

The work is liable to be technically audited by the Chief Technical Examiner of the Central Vigilance Commission, Government of India, from time to time. Any defects, improvements or testing etc. pointed out by the Chief Technical Examiner (CTE) shall be carried out by the contractor at his own cost and any deduction suggested by the CTE will be effected.

The employer shall have right to cause a technical examination and audit of works and the final bills of the contractor including all supporting vouchers, abstract, etc. to be made at the time of payment of the final bill. If as a result of such examination or otherwise any sum is found to have been overpaid in respect of any work done by the contractor under the contract, the contractor shall be liable to return the amount of overpayment and it will be lawful for the employer to recover the same from any sum or sums due to him and in any other manner legally permissible and if it is found that the contractor was paid less than what was due to him under the contract in respect of any work, executed by him under the contract, the amount of such under payment shall be duly paid by the employer.

Any sum of money due and payable to the contractor (including security deposit returnable to him) under this contract may be appropriated by the employer and set off against any claim of the employer for the payment of a sum of money arising out of or under any other contract made by the contractor with the employer.

49. INSURANCE CONTRACT CONDITIONS CONTRACTOR'S LIABILITY AND INSURANCE

(a) From commencement to completion of works, the Contractor shall take full responsibility for the care of the work and for taking precautions to prevent loss or damage to the works and to minimize the loss or damage to the greatest extent possible and shall be liable for any damage or loss that may happen to the works or any part thereof from any cause whatsoever, inherent defects and failures due to poor workmanship and causes such as lightening, explosion, earthquake, storm, hurricane, floods, inundation, subsidence, landslides, rock slides, riots (excluding civil war, rebellion, revolution and insurrection) and shall at his own cost repair and make good the same so that at all times the work shall be in good order and condition and in conformity in every respect with the requirements of the Contract.

Explanation:

For the purpose of this condition, the expression "from the commencement to completion of work" shall mean the time commencing from the issue of the work

order to the contractor and ending with the expiry of defects liability period provided in the Agreement.

(b) Without limiting the obligations and responsibilities under this condition, the Contractor shall insure and keep insured the works from commencement to completion, as aforesaid, for their full value provided under this Contract, increased by 25% against the risk of loss or damage from any cause whatsoever including the causes enumerated in the Clause (a) above. In the event of there being a variation in the nature and extent of the work, the Contractor shall from time to time increase or decrease the value of the insurance correspondingly. All the premium shall be borne and paid by the Contractor. The said insurance shall also provide for the removal of debris of the lost or damaged works.

(c) The said insurance shall be in the joint name of the Employer and the Contractor, Employers name being mentioned first in policies and the Contractor should deposit with the Employer the said policy or Policies before commencing work at site. All money payable by the insurers under such policy or policies shall be recovered by the Employer only and shall be paid to the Contractor or any other agency of Employer's choice in installments for the purpose of rebuilding or replacement or repair the works and/or goods destroyed or damaged as the case may be.

(d) If the Contractor has a blanket insurance policy for all the works to be executed by him and the policy covers all the items to be insured under the condition, the said policy shall be assigned by the Contractor in favour of the Employer, provided however that if any amount is payable under the policy by the insurers in respect of works other than the work under the Contract, the same may be recovered by the Contractors directly from the insurers.

(e) The Contractor shall indemnify and keep indemnified the Employer against all losses and claims, for injuries or damage to any person or any property whatsoever which may arise out of or in consequence of the construction and maintenance of the work and against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect of or in relation thereto. Before commencing the execution of the works, the Contractor shall without in any way limiting his obligations and liabilities under this condition insure against any damage or loss or injury which may occur to any property including, Employer, Architect or his or their Agents and Servants by or in of the execution of this Contract.

(f) The Contractor shall at all times indemnify the Employer against all losses, claims or damages or compensation under the provisions of the payment of Wages Act 1936, Minimum Wages Act 1948, Employees Liability Act 1938, Workmen's Compensation Act 1923, The Maternity Benefit Act 1961, Industrial Disputes Act 1947 and Contract Labour and Regulation and Abolition Act 1970, Employer State Insurance Act 1948 or any modification thereof or any other law relating thereto and rules made there under from time to time or as a consequence of any accident or injury to any workman or other persons in or about the work whether in the Employment of the Employer, or Contractor or not and also against all costs, charges and expenses of any suit, action or proceedings whatsoever out of such accident or injury or combination of any such claims.

(g) Without limiting his obligations and liabilities as provided damages or compensation payable under this clause, the Contractor shall as also indemnify the Employer against damage due to fire, caused due to any reason whatsoever, to structures/Employer's property, men working around etc.

(h) Before commencing the work, the Contractor shall without limiting his obligations and responsibilities under this condition, insure against any loss of life or injury to any personnel in the employment of Contractor/Sub-Contractor/Nominated Sub-Contractor. For this purpose, an insurance shall be taken by the Contractor/Sub-Contractor. Such an insurance shall be taken to include both employees/workmen covered by the Workmen's Compensation Act 1923, as well those employees/workmen not covered by the said Act. Separate insurance policies may be taken for employees/workmen covered by Workmen's Compensation Act 1923, and employees workmen not covered by the said Act. All the premium shall be paid by the Contractor.

(i) Policy/s taken under this clause for the personnel in employment with the Contractor/Sub-Contractor/nominated sub-contractors, the Employee and Contractor shall recover directly from the Insurance Company and ensure that payment of the same is made to the affected parties. The policy in original shall be deposited with the Employer.

(j) The Contractor shall at all times indemnify and keep indemnified the Employer against all losses and claims for injuries or damage to any person or any property whatsoever which may arise out of or in consequence of the construction and maintenance of the work and against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect of or in relation thereto. Before commencing the execution of the works, the Contractor shall without in any way limiting his obligations and liabilities under this condition, insure at his cost and expense against any damage or loss or injury which may be caused to any person or property including the Employee or servants of the Employer and the Consultants and their property by or in the course of the execution of the works. Such insurance to be known as the Third Party Insurance shall be in a sum equivalent to two percent of the value of the accepted tender, subject to the minimum sum of Rupees Five lakh. The Insurance Policy to be so obtained by the Contractor shall be deposited by the Contractor with the Employer within seven days of its issue by the insurer.

(k) The Contractor shall provide the Employer with documentary evidence from time to time, that he has taken all the insurance policies mentioned in the foregoing paragraphs and that he has paid the necessary premium for keeping the policies valid till the works are completed and handed over to the Employer.

(l) The Contractor shall ensure that similar insurance policies are taken out by his sub-contractors or nominated contractors, if any, and shall be responsible for any claim or loss resulting from their failure to obtain adequate insurance protection in connection thereof. While taking the insurance policies, contractor should indicate clearly to the insurance companies that policies issued shall cover their sub-contractors and nominated sub-contractors also.

(m) If the Contractor and/or his Sub-Contractor or nominated Contractor, if any, shall fail to effect and keep in force the insurance referred to above or any other insurance which he/they may be required to effect under the terms of the Contract, then in any such case, the Employer may without being bound to effect and keep in force any such insurance policy and pay such premium or premium, as may be necessary for that purpose from time to time and deduct the amount so paid by the Employer from any money due or which may become due to the Contractor recover the same as a debt due from the Contractor.

(n) All insurances to be effected by the Contractor, and/or his sub-contractors, or nominated sub-contractors, if any, shall be taken only with the insurance company to be approved by the Employer.

(o) No work shall be commenced by the Contractor unless and until he has obtained the insurance or insurance required to be obtained by him under or by the foregoing clauses and no work shall be carried out or continued by the Contractor unless and until each insurance is current and valid at that time. All the receipts in original along with two photocopies thereof, for the payment of the premium shall be furnished by the Contractor to the Employer. The original receipts will be returned to the Contractor after verification. The Employer reserves the right for payment on works done subject to fulfillment of this condition and shall instruct the Architect accordingly.

(p) In the event of any claim for insurance becoming due on account of any eventuality covered by the respective insurance policy/policies, the Contractor shall reinstate the installation, replace the materials or equipments or pay compensating to the affected personnel/Employees without waiting for settlement of the claim from insurance company.

(q) If the Contractor shall not perform and observe any of the duties and obligations devolving upon him hereunder, and such omission or breach by the Contractor shall involve the Employer in any liability tortuous or otherwise and/or loss damage, the Employer shall be entitled to recover the amount of restitution from any moneys due to the Contractor from the Employer under this Contract or any other Contract.

(r) Upon occupation of the building, the clients shall take out parallel insurance, to insure all persons who are not the Contractor's or the Sub-Contractor's or the nominated sub-contractors or the Project Management Consultant's staff or the Employers authorized representatives; on getting the occupation certificate, the clients will maintain their own insurance policy and the Contractors will cease to be responsible for the insurance.

(s) As the clients will have a Architect, the Architect shall ensure the validity of the insurance policies on behalf of the clients. The Contractors shall hand over the insurance policies to the clients. Once delays are certified by the Architect, Contractor shall have to ensure that the insurance policies are progressively extended.

(t) The clients' insurance policy shall cover the risk fire clients' agents, interior designers etc. appointed by the clients. The clients shall insure the structure in totality on obtaining possession of the building and other structures.

DECLARATION BY THE BIDDER

I / We hereby declare that I/We have read and understood the above instructions to the bidders and that the same are binding on me /us.

Signature of Bidder

Seal

Date:

Place:

SECTION 5

TECHNICAL SPECIFICATIONS

I - MATERIALS

1. HARDWARE & METAL

All hardware used in the work shall be of approved manufacture, make and brand. The contractor shall produce samples for approval materials are to be procured only after receipt of approval of samples. Fittings generally shall have satin chrome or anodized finish, unless otherwise specified, and shall be suitable for their intended purpose in accordance with Architects/ NABARD's approval.

Screws are to match the finish of the articles to be fixed, and to be round or flat-headed or counter sunk as required.

The Contractor shall cover up and protect all brass and bronze surfaces with a layer of thick white grease or other suitable protective material and renew the same as necessary. Such protective layer shall be subsequently cleaned and cleared away on completion of the work.

Aluminium and stainless steel shall be of approved manufacture, make and brand and shall be suitable for its particular application. Generally, of Aluminium shall have anodized finish or powder coating as specified shall comply with the samples approved by the Architects/NABARD. All stainless steel sheets shall be 304 S.S Japan or equivalent as specified but shall not be less than 1.6 mm (16 SWG) thick or otherwise specifically prescribed.

All steel, brass bronze Aluminium and stainless steel articles shall be subjected to a reasonable test for strength, if so required by the Architects/NABARD, at the Contractor's expense.

All brazing and welds are to be executed in a clean and smooth manner, rubbed down and completed in the flattest and tidiest way, particularly when exposed.

Chromium plating shall be in accordance with BS 1224 or as per approved specifications for normal outdoor conditions and shall be on a base material of copper or brass.

2. GLAZIER

All glass to be of approved manufacture, complying with IS 3548 as per approved quality and sample and shall be of the selective qualities specified and free from bubbles, smoke vanes, air holes and other defects.

Polished plate glass shall be 'glazing glass' (G.G) quality; that for mirrors shall be 'silvering quality' (S.Q) conforming to IS:3438 or as per approved sample and quality.

The compound for glazing to metal is to be a special non-hardening compound manufactured for the purpose and of a brand and quality approved by the Architects /NABARD.

While cutting glass, proper allowance shall be made for (thermal) expansion. Each pane of glazing shall be in one whole sheet. On completion of work, clean all glass inside and out, replace all cracked scratched and broken panes and leave in good condition

3. PAINTS & POLISHES

All material required for the works shall be of specified and approved manufacture delivered to the site in the manufacturer's containers with the seals intact and clearly marked with the manufacturer's name or trademark and description of the contents and colour.

Spray painting with approved machines will be permitted only if written approval has been obtained from the Architects /NABARD prior to painting. No spraying will be permitted in the case of priming coats nor where the soiling of adjacent surfaces is likely to occur. The nozzle and pressure shall be selected and adjusted so as to give an even shade. The paint used for spraying is to comply generally with the relevant BIS specification and shall be specially suitable for spraying. Thinning of ready mixed paint made for brushing shall not be allowed.

Wood preservative shall be 'Solignum' or other equal and approved impregnating wood preservative. All concealed wood work shall be treated with wood preservative.

All brushes, tools, pots, kettles etc. used in carrying out the work shall be clean and free from foreign matter and are to be thoroughly cleaned out before being used on a different type or class of material.

All iron or steel surfaces shall be thoroughly scraped and rubbed and cleaned out with wire brushes and shall be entirely free from rust, scales etc. before the priming coat is applied.

Surfaces of new wood work which is to be painted are to be rubbed down and cleaned down to the approval of the Architects /NABARD.

Surfaces of previously painted woodwork which are to be painted are to be cleaned down with soap and water, detergent solution or approved solvent to remove dirt, grease etc. whilst wet. The surfaces shall be flattened down with a suitable abrasive and then rinsed and allowed to dry. Minor areas of defective paint shall be removed by scraping back to a firm edge and the exposed surface touched in with primer as described and topped with putty. Where woodwork has been previously painted or polished and is to be newly polished, scraping, burning off or rubbing down in the surface shall be satisfactorily done.

Surfaces of previously painted metal that are to be painted afresh are to be cleaned down and flattened. Minor areas of defective paint and any rust and loose scale shall be removed completely by chipping, scraping and wire brushing back to the bare metal and touched up with primer, as described. Where glued joinery and carpentry work is likely to come in contact with moisture, the glue shall be waterproof. The use of animal glues is not permitted.

4. TIMBER

Timber shall be cut to the required sizes and lengths as soon as practicable after the works are begun and stored under cover to allow air circulation freely around it. Joinery is to be prepared immediately after the placing of the contract, framed up (but not bonded) and stored until required for fixing in position, when it is to be bonded and wedged up. Any portion that warp or develop shakes or other defects are to be replaced before wedging up. The whole work is to be formed and finished in a proper and workman like manner in accordance with the detailed drawings and fitted with all necessary metal ties, strap, belts screws etc. Tuning bended joints are to be cross-tongued with teak tongues, and where over 40 mm thick double cross tongued joiner's work generally is to be finished with first class prepared surfaces unless otherwise specified.

Templates, boxes and moulds shall be accurately set out and rigidly constructed so as to remain firm and accurate during the time they are in use.

Grounds are to be clean sawn, free from large knots, splayed as required plugged and fixed to walls etc. as directed.

Wooden plugs are to be cut on the twist. Patent wall plugs or plastic fillings may be in lieu of wood plugs with the approval of the Architects.

Materials conforming to the B.I.S. Specifications or of makes /brands specified below shall be used in the work:

MATERIAL	B.I.S. # /brand
1. Synthetic resin adhesive for construction work in wood	IS:851
2. Veneer: Veneer to have straight grains and will be selected from matching group.	IS:1328-1970
3. Cold setting case in glue for wood	IS:849
4. Laminate	Decolam, Neolux Formica, Greenlam.
5. Hard Wood	Wood of approved quality
6. Hard wood: shall be kiln dried, moisture content less than 12%, free from wormholes, loose or dead knots or other defects such as warping, splitting; chemically treated with wood preservative of approved manufacture.	Wood of prescribed species and approved quality
7. Plywood : plywood shall be closed grain weatherproof ply, phenol bonded.	Plywood:IS:303-1989 Blockboard: IS:1659-1990 Marine plywood: IS:710-1976

5. LOOSE CHAIRS & SOFAS

5.1 Suppliers must study the selected designs in details. Manufactured items must be true to ergonomics, design and proportions.

5.2 Suppliers shall make sample of each item in white (KORA) and fully upholster for approval before making the entire quantity.

- 5.3 Sample of under carriages shall be shown for approval. Section shall be of correct dimensions and range. Stainless steel items /components shall be of approved quality in AISI Type 304.
- 5.4 Required thickness of rubber foam (MM foam only) along with polyurethane foam (U-foam only) to be used for back and seat, the thickness may vary to suit the specific designs. However, necessary increase in thickness may have to be done as per Architect's instructions without any extra cost.
- 5.5 All upholstery work shall be neatly finished including joints stitching, angles etc.
- 5.6 Samples of upholstery material shall be submitted in triplicate for approval.
- 5.7 Quoted rates shall include carting, packaging, loading, unloading and delivery at site.
- 5.8 Quoted rates shall be inclusive of excise, octroi, all taxes including works contract tax, duties etc.
- 5.9 Natural leather shall be genuine natural leather.
- 5.10 All wooden sections shall be melamine matt or PU matt in approved shade and colour as specified under each item.
- 5.11 All internal T.W. frame work shall be of Teak wood All internal metal framework shall be well treated with protective coat of paint.
- 5.12 The length of upholstery required shall be worked out as per the design of relevant items
- 5.13 PU Matt finishing [2 pack polyurethane (interior) clear wood finish - Matt]: Sanding and smoothening the surface using abrasive grit No. 36 to 180 sequentially followed by first coat application of 2 Pack Polyurethane (interior) sealer with brush and second coat of 2 Pack Polyurethane (interior) sealer with putty blade to fill up fine pores. After dry sanding with abrasive grit No. 320 application of 2 coats of 2 pack polyurethane (interior) clear top coat matt.
- 5.14 Melamine (Matt) finishing [Melamine clear wood finish-matt] Sanding and smoothening the surface using abrasive grit No.36 to 180 sequentially followed by first coat application of melamine wood filler with brush and second coat of melamine wood filler with putty blade to fill up fine pores. After dry sanding with abrasive grit No. 220 application of Melamine clear sealer by brush/ spray. After dry sanding with abrasive grit No. 320 application of 2 coats of Melamine top coat matt.

6. GRAPHIC SIGNAGE

The graphic signage for the entire building is to be of 'Signworld' brand or approved equivalent thereof.

These specifications are only a broad description of the different product like Matrix, Modulex, Allusign, Dibond panels etc. and the fixing profiles or extrusions shall be either Aluminium or PVC etc. as per manufacturer's specifications.

The total area of signage matter in terms of multi-lingual (English, Hindi and Assamese) alphabetical pattern or figures shall be as required by NABARD and there shall be no restriction on the total number of alphabets or figures in each sign board or each strip.

The colour shall be one of the ten shades such as aluminium, grey, white, black, green, blue, red, yellow, light brown or pink and the samples of each panel will have to be got approved by NABARD before execution.

There may be pre-delivery inspection at the factory where the signage is made, if required.

The rate shall include supply and fixing in position at locations and floors in the building as directed by NABARD.

A shop drawing showing details of each of the product ranges as per schedule will have to be got approved before fabrication.

7. WORKSTATIONS

7.1 PARTITION PANELS (HEIGHT 1250 MM):

Unless otherwise shown on drawings, partition height is about 1250 mm. Workstation modules are '+' or 'I' or 'T' or 'L' shaped. Workstation size is approximately 1500 * 1500 mm.

These shall be free standing and self supporting and shall have an overall thickness of 50 mm. They shall comprise of roll formed frame work of 2 mm thick CRCA profile formed into box sections finished with 50 micron powder coating. The fabric regions shall be upholstered with fabric having a basic cost of not less than Rs.300.00 per meter (1.2 width). The core of this fabric region shall be highly acoustic absorbent /noise reducing in nature and shall comprise of two layers of 25 mm thick batted mineral wool having a density of 60kg./CuM. These two layers of mineral wool are separated by means of a rigid unyielding barrier formed by means of a corrugated septum. This entire core is caged by means of 0.50 mm (26 SWG) thick GP perforated CRCA steel sheets. This arrangement also serves as a magnetic board which enables papers/notices to be put up and held in position by means of magnets thereby eliminating the need for using pins/tacks, etc. Top trims and bottom fascia panel are powder coated extruded aluminium sections. The bottom portion below the work surface external panel facing the passage is finished in laminate and above work surface with magnetic board. There will be intermediate raceway above work surface and at skirting level. All steel components are subject to seven stage anti rust corrosion resistance pre-treatment followed by powder coating 50µ (micron) thickness followed by over-baking. The partition panel should preferably meet the stability standard as per BIFMA (ANSI-BIFMA x 5.5-1998).

The fabric used should conform to colour fasteners test as per BIS 1006 and BIS 2681.

For panel areas which are laminated i.e. side facing the passages or below the level of the work surface, the core comprises of honey comb and is laminated with 1mm thick decorative laminate bonded on a suitable backer.

The top edges of all panels and raceways shall be fitted with a 'top-cap' made from 0.7 mm (22 SWG) thick extruded Aluminium sheets duly shaped and powder coated. These

top caps/trims have rounded ends for aesthetic purposes and are fitted on to the slab by means of a top-cap support, which is also made from 1.0 mm (20 SWG) thick aluminium sheets duly powder coated. The panel joinery will be simple and effective in order to install the panels in any configuration desired by the user departments of NABARD.

7.2 CABLE MANAGEMENT:

All partition panels shall be provided with a bottom raceway of the lay-in type, with removable covers made from 0.7 mm (22 SWG) thick extruded aluminium duly powder coated fitted on either side. The other components of the raceway shall be made from 2 mm(14 SWG) and 1.2 mm (18 SWG) CRCA powder coated steel sheets. The raceway shall be totally isolated from any combustible materials like fabric to eliminate any risk of fire spreading in case of any sparking due to short circuit. The bottom raceway sub-assembly shall also forms the base of the panels and shall therefore be provided with levelling screws (≈10mm dia) to take care of any variations in the floor level. An additional intermediate raceway will also be provided at the level of the work surface; such raceway will be covered on both sides with 0.7 mm(22 SWG) thick extruded powder coated aluminium covers.

7.3 WORK SURFACE:

The work surface shall be 'Pentagon' shaped and preferably in one single piece. Work surfaces shall be made from 25 mm thick phenol bonded prelaminated MDF or exterior grade phenol formaldehyde bonded particle board. The edges of these work surfaces shall be either postformed or bound with PVC edge banding applied by a special machine. The work surface shall be suitably supported on partition panels by means of adequate number of cantilever brackets made from 2.0 mm (14 SWG) thick CRCA powder coated steel sheet. The work surface shall meet the concentrated and distributed static load test and top load cyclic test as per BIFMA and confirm to relevant BIS specifications.

7.4 KEYBOARD TRAYS:

These shall be made from 1 mm (20 SWG) thick CRCA powder coated steel sheets. The tray movement shall be on ball slides for smooth operation. ***All keyboard shall be provided with collapsible built-in mouse pads on right-hand and/or left-hand sides.*** The slides should meet out stop test and keyboard trays shall meet cycle test.

7.5 PEDESTAL UNIT:

These shall be made from 1 mm (20 SWG) CRCA steel duly powder coated. The overall size will be 720 mm H x 464 mm W x 580 mm D (height inclusive of castors). The drawer shall be mounted on telescopic ball slides for full length operation and smooth use. Each drawer shall be provided with two box type drawers of each 150 mm height and one drawer with 300 mm height. Drawer units shall be treated with 7-step anti-rust treatment for corrosion resistance, sand blasting and followed by 50μ (micron) thick powder coating and oven baking. Drawers shall be with 10 lever cam locks for higher security. The pedestals should meet drawer cycle test, lock test, drawer retention test, slide out stop test interlock test, pull force test for safety and durability.

All the above products should be preferably made and assembled by the manufacturer in his own factory. Preference shall be given to vendors with ISO 9001 certificate. Keeping in mind the Government of India Directives about using environment friendly products, preference shall be given to Vendors having Environmental Certificate like ISO 14001.

7.6 MANUFACTURED ITEMS WHERE CRCA STEEL COMPONENTS ARE USED

All CRCA components shall be treated with 7-step anti-rust treatment for corrosion resistance, sand blasting and followed by 50 μ (micron) thick powder coating and oven baking, preferably in the vendor's own manufacturing plant.

7.7 LAYOUT DRAWINGS OF WORK STATION

The Offerer may please note that, the layout drawings enclosed are only indicative and the successful offerer is required to prepare a fresh layout drawing to suit to the requirement of the Bank before execution of the work.

8. COMPLIANCE WITH INDIAN STANDARDS

All materials used in the work shall conform to the latest edition of the relevant Indian Standard (IS). Where such Standards exist for work and workmanship, these shall also be complied with with regard to work and workmanship. Where such Standards specify the method of sampling for tests and /or tests, sampling /testing as directed by the Architects /NABARD shall be got done by the Contractor in approved laboratories /test houses at his own cost. A list of BIS Standards is furnished in Section 8 of this Tender Document.

II. GENERAL SPECIFICATIONS

1. MODE OF MEASUREMENT :

The actual area covered /executed shall be measured and paid accordingly.

2. NABARD / Architects reserve the right to direct the Contractor to prepare 'Mock-up' of any item for their approval before proceeding with the work irrespective of quantity and /or cost of item mentioned in the tender, and the Contractor shall prepare and display such 'Mock-up' without any extra cost to NABARD.

3. In case of non-availability of any material mentioned in the list of approved material and manufacturers, the Contractor shall intimate the Architect /Employer in writing of such non-availability, enclosing the details, specifications and sample of the equivalent material suggested by him, before procuring that material. Such alternative material shall be used only after Architect / NABARD's approval.

4. Running meter measurements of partitions, conference tables etc. will be taken at the centre line (neither outer nor inner).

5. APPROVAL OF MOCK-UPS AND SAMPLES

The Contractor shall make one sample of each of the item / articles of furniture as listed under clause 2 of special conditions and get the sample approved through Architect / NABARD before manufacturing in bulk.

6. APPROVAL OF FINAL FINISH IN CASE OF POLISHING AND PAINTING

For items involving painting and polishing, normally primer and three coats should suffice. However, to achieve the final finish to NABARD's /Architect's satisfaction, it may become necessary to have more than three coats. The Contractor shall apply such extra coats of final finish at no extra cost to NABARD.

7. NON- AVAILABILITY OF NOMINATED MATERIALS / ITEMS

In case of materials /items which are not available, the Contractor shall have to submit a certificate in writing from the manufacturer to that effect. After proper verification, alternative and equivalent material may be selected by the NABARD / Architect. In such case, there will not be any increase of the quoted rates. However, if the accepted alternative is cheaper, the cost benefit is to be passed on to NABARD.

8. The Contractor shall furnish the address of the workshop where the furniture to be supplied under this Contract is manufactured. The material procured for the manufacture of the furniture, shall at all times be open for inspection by the NABARD / Architect and /or their authorized representatives. It shall be the responsibility of the Contractor to afford full cooperation and assistance for such inspection.

9. The rates quoted by the Contractor will be considered to be inclusive of supplying the furniture and other items forming part of this Contract and placing them in position as directed by the Architects /NABARD, and nothing extra on account of carriage, wastage, lift, lead, taxes, cesses or duties and the like or any other incidental charges of any kind whatsoever shall be paid to the contractor.

10. Any damage or any sort whatsoever which might occur to the furniture during carriage or at other stage shall be made good or replaced by the Contractor at his cost and risk.
11. The Contractor shall be responsible in all respects including watch and word, damages etc. for the safety of the work during execution/ manufacture till these are taken over. He shall also provide and maintain, at his own cost, any temporary covering required for the protection of the finished / unfinished items, that are likely to be damaged during the progress of work if left unprotected. The Contractor shall start supplying and placing / fixing the same in position so as to complete the work / stages of the work within the period stipulated in the Contract and /or as directed by NABARD.
12. The rates for the different items of work under this contract shall be applicable for all heights, leads and lifts.
13. The Contractor shall get himself thoroughly acquainted with the site of work, approach conditions, storage space available etc. and study the specifications and the conditions carefully before tendering. No claim whatsoever for want of any information or on any other account shall be entertained.
14. The Contractor shall be responsible for the safe custody /security of the work under this Contract till the work is taken over by NABARD.
15. Each item of work and/or article of furniture to be supplied under this Contract shall be got approved by the Architect at the site before it is polished or otherwise finished /treated. The approved articles duly approved by the Architect shall only be taken to the site where they are required to be finally placed /fixed.
16. The work shall be executed in accordance with the approved programme of work.
17. The necessary fittings for operating the drawers, cupboards etc. for locking arrangement needed shall be provided by the Contractor and his rates quoted are deemed to be inclusive of all such fittings and fixtures. In case any clarification about full details of fittings and fixtures and / or any other details as required, the same shall be obtained by the Contractor before tendering.
18. Foam rubber wherever specified shall be in one piece. It shall be shaped and fixed / fitted properly as directed by the Architect with the material specified.
19. The detailed drawings are self contained but if some details are missing the Contractor shall consult the Architect before taking up the work.
20. All sharp edges, corners and sides of all the item of furniture shall be suitably rounded off to the required degree as decided by the Architect. This shall be done before the finishing and / or polishing etc. are taken up. Nothing extra shall be payable to the Contractor on this account.
21. Pest Control Treatment: Necessary pest control and anti-termite for all wood works shall be carried by a Pest Control Agency who is a member of the Pest Control Association of India. A written guarantee valid for 5 years shall be obtained from the Pest Control Agency against infestation of white ants, termites, wood borers etc. and furnished to NABARD before the work is handed over.

SECTION 6

SPECIAL CONDITIONS OF CONTRACT

1. Tenders stipulating conditions other than those prescribed in the Tender Document shall be rejected *in limine*.
2. The successful contractor shall produce 100% perfect samples (with specified colour schemes) of the following items for approval by the NABARD /Architect within 14 days of receipt of the Letter of Intent /Letter of Acceptance of Tender /Work Order:

BOQ ITEM #	DETAILS OF ITEM	SAMPLE QUANTITY
	Workstation A/B	1 workstation (¼ of a cluster)
	Modular partition for receiving workstation type C	1.5 m. length
	Workstation C	1 workstation
	Modular cabin partition	Panel – 3 m. length
	Modular wall paneling	5 sq.m. fixed on wall
	Chair	1 number of each type

3. The successful contractor shall get the samples of the above items approved before execution of the respective items.
4. Working /detailed /shop drawings /brochures for furniture /workstations/ partitions shall be submitted along with the sample for approval.
5. Dimensions and other measurements given in the tender document and drawings may not be perfect. Therefore, before execution of each item of work, detailed measurements have to be taken at site by the successful bidder.
6. Payment for all items (unless specified as ‘Lump sum’) will be made as per actual measurement of executed work at site and accepted.
7. Measurement tolerance for glass and powder coating shall be not more than 5%. If the thickness of glass or powder coating is deficient by more than 10%, the item will not be accepted or measured.
8. After approval of sample furniture as required under clause 2 above, the contractor shall produce samples of following materials for approval by Architects /NABARD.
 - (a) Fabric for chairs - 4 shades-30 cm x 30 cm size
 - (b) 1 mm laminate for table top - 15 cm x 15 cm size
 - (c) Veneers - 15 cm x 15 cm size
 - (d) Carpets (tile /synthetic) - 30 cm x 30 cm size
 - (e) Powder coated Aluminium extrusion of twin stile door - 30 cm long

- | | | |
|-----------------------------------|---|-------------------------|
| (f) CRCA profile of frame | - | 30 cm long piece. |
| (g) Vertical blind – fabric alone | - | 100 cm long strip |
| (h) Aluminium composite panel | - | 30 cm x 30 cm size |
| (i) Bamboo vertical blind | - | 1 no. of specified size |

9. Modular workstations/ panels shall be one of the following brands /makes or it's approved equivalent.

- A) GODREJ
- B) BLOWPLAST
- C) FEATHER LITE
- D) JASANI
- E) EUROTECH

10. No workmen will be allowed to stay within NABARD's premises.

11. Electricity and water etc. shall have to be arranged by the Contractor at his own cost.

12. Permission, if any required, from the local authorities / bodies shall be obtained by the contractor at his own cost.

13. For final finishes even if the number of surface coatings is specified, it shall be the responsibility of the contractor to finish the work with top class quality acceptable to Architect/ NABARD. If necessary extra coat/s of paint, polishing or finish as specified shall be applied at no extra cost to NABARD.

14. The Contractor shall engage the necessary workers for removal of debris, waste, dust etc. as required by the Architect /Engineer-in-charge without extra cost and also redo the damages caused to the building /works without any extra cost to NABARD.

15. Vertical transportation of materials by the passenger lifts installed in the building shall not be allowed. All materials shall be transported by means of staircases specifically earmarked for this purpose.

16. Work may have to be done during nighttime to adhere to the time schedule for completion of the work, for which no extra charges will be paid.

17. The Contractor shall take out and maintain insurance policies as prescribed in clause 48 of General Conditions of Contract throughout the currency of the contract until the works are taken over by NABARD.

18. All items included in the Bill /Schedule of Quantities are to be finished as directed by the Architects. The rate/s quoted should include minor variations in the drawings & nothing extra shall be paid for such minor variations. The contractor shall complete the job as directed by the Architects.

19. When storage is being provided, the surroundings and premises where such storage is located as well as the work of other agencies shall be protected and not damaged; if any damage is caused, it has to be made good to the satisfaction of the Employer at the contractor's cost.

20. The contractor shall cover, secure and protect all the items of work, as directed, until the works are taken over by NABARD.
21. The contractor shall submit detailed wing-wise and floor-wise drawings within 10 days of date of Letter of Intent /Acceptance of Tender /Work Order to the satisfaction of the Employer for his approval to show that the items of work proposed dimensionally fit with the plans /drawings.
22. The Contractors shall quote for all the items of Schedule /Bill of Quantities. Incomplete tenders shall be rejected.
23. If due to site conditions or any other reasons, variations in size are required up to and including 75 mm on plan, then no extra payment or rebate will be chargeable by or to the Contractor. If any variation is required beyond the aforesaid limit, then such variation shall be paid or adjusted on a *pro-rata* basis.
24. All the materials used in the work shall conform to the latest edition of BIS Specifications and shall be of tested quality and subject to further tests, if required by NABARD / Architect, at no extra cost to NABARD.
25. Statutory deductions like income tax at source & surcharge thereon, works contract tax & surcharge thereon or other statutory deduction/s as applicable shall be deducted from bills /amounts payable to the contractor.

SECTION 7

APPROVED BRANDS OF PRODUCTS / MATERIALS

1. Veneer : Jacksons, Anchor, Orchid, United
2. Marine plywood : Indian plywood Mfg. Co.
Anchor, Century, Western India
Greenply, Kitply
3. Mineral Fibre Board : Celotex, Armstrong, Hunter Douglas
4. Laminate : Formica, Greenlam
Merino, Decolam
6. Aluminium extrusion : Indal, Jindal or approved equivalent
7. MDF : Nuwud, Duratuff
8. Wall putty : NCL Altec, Birla white, Roofit,
Conmix
10. Glass : Asahi, Modi,
Triveni, Saint Gobain
11. Gypsum ceiling : GYPBOARD of India Gypsum
12. Modular Workstations/ Panels : Godrej, Blowplast, Featherlite
Jasani, Eurotech etc.,
13. Factory made chairs & other furniture : Godrej, Blowplast, Featherlite
Jasani, Eurotech , etc.,
14. Synthetic leather : Royal, Bhor, Caprihans
15. Aluminium Composite Panel : Luxalon, Aluplex, Alucobond
Alupro
16. Screws, self tapping machine screws : GKW, Nettlefold or approved
equivalent
17. Hardware : Hettich, Sleek, Hafele,
Efficient
18. Adhesive : Fevicol, Vamicol, Aksr
19. PU finish (for timber) : MRF, Sadolin, Sleek, Jotun
20. Melamine (matt) for Timber : Asian Paints, ICI, NEROLAC, Sleek
21. Castors : Rexello or approved equivalent

Note : Only above indicated Brands or approved equivalent brands only to be used.

SECTION 8

SAFETY CODE

1. First aid appliances including adequate supply of sterilized dressing and cotton wool shall be maintained in a readily accessible place.
2. An injured person shall be taken to a hospital without loss of time in cases where the injury necessitates hospitalization.
3. Hoisting machines and tackle if used in works, including their attachments, anchorage and supports shall be in perfect condition.
4. Inflammable and hazardous items shall not be allowed near the working site.
5. Adequate safety measures against fire, theft etc. will be taken by the Contractor.

SECTION 9

LIST OF INDIAN STANDARDS REFERRED

1. I.S. No. 1200 Measurement of building, Civil Engineering works - Methods of measurements.
2. I.S. No. 287 Recommendation for maximum permissible moisture content of timber used for different purposes in different climate zones.
3. I.S. No. 1141 Code of practice for seasoning to timber
4. I.S. No. 6534 Guiding principles for grading and inspection of Timber
5. I.S. No. 1200 - Method of measurement of building and Civil (part XXI) Engineering works. Part XXI woodwork and joinery.
6. I.S. No. 3945 Code of practice for joints used in wooden furniture
7. I.S. No. 4020 Wooden flush doors – typical method of test for.
8. I.S. No. 4970 Key for identification of commercial timber.
9. I.S. No.3364 Methods of measurement and evaluation of (Part II) defects in timber Part II – converted timber.
- 10 I.S. No. 1708 Methods of testing small clear specimens of (Parts 1-18) Timber.
11. I.S. No. 6342 Rosewood logs for production of sliced veneers.
12. I.S. No. 534B Teak logs for production of sliced veneers.
13. I.S.2202 (Part I) Specification for wooden flush door shutters (solid core type Part I – plywood panel).
14. I.S. No. 233B (Part I) Code of practice for finishing of wood and wood based materials Part I –Operations and workmanship.
15. I.S. No. 763B Methods of sampling of plywood
16. I.S. No. 303 Specification of plywood for general purposes
17. I.S. No.3129 Specifications for particular board for insulation purposes.
18. I.S. No. 3313 - High and medium density (Parts III & IV) wood based purosea.
19. I.S. No. 1659 Block boards

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|-----|----------------------------------|---|
| 20 | I.S. No. 7316 | Decorative plywood using plurality of veneers for decorative faces |
| 21. | I.S. No. 1734 | High density wood particle boards. |
| 22. | I.S. No. 1734
(Parts I to XX) | Plywood method of Test for
Part I: General
Part II: Plywood
Part III: Battens |
| 23. | I.S. No. 1328 | Veneer decorative plywood |
| 24. | I.S. No. 710 | Marine Ply. |
| 25. | I.S. No. 3087 | Wood particle board (Medium density) |
| 26. | I.S. No. 848 | Specification for synthetic resin adhesives for plywood (Phenolic & Aminoplastic) |
| 27. | I.S. No. 2046 | Specification for decorative laminate |
| 28. | I.S. No. 8273 | Fibrous gypsum plaster boards |
| 29. | I.S. No. 2095 | Gypsum plaster boards. |
| 30. | I.S. No. 2542
(Part I) | Gypsum Plaster concrete and products methods of Test for part I – Plaster and concrete. |
| 31. | I. S. No. 8272 | Gypsum plaster for use in the manufacture of fibrous plaster board |
| 32. | I.S. No. 2441 | Fixing ceiling coverings, code of practice for |
| 33. | I.S. No. 2935 | Specification for flat transparent sheet glass. |
| 34. | I.S. No. 2395
(Parts I & II) | Painting to concrete, masonry, plaster surfaces |
| 35. | I.S. No. 3548 | Glazing in buildings – code of practice |
| 36. | I.S. No. 6278 | White washing and color washing. |
| 37. | I.S. 137 | Specification for ready mixed paint, brushing, Matt or egg shell flat finishing interior to ‘Indian standard color as required. |
| 38. | I.S. No. 113 | Specification for ready mixed paint, brushing, Matt or eggshell flat finishing interior to Indian standard color as required. |
| 39. | I.S. No. 113 | Specification for enamel, interior
(a) under coating
(b) finishing. |

40. I.S. No. 129 Specification for ready mixed paint brushing, Grey filler for enamel for use over primers.
41. I.S. No. 129 Specification for ready mixed paint brushing, finishing,interior, oil, glass, for general purpose to Indian standard colours.
42. I.S. No. 129 Specification for ready mixed paint brushing, finishing, interior, oil, glass, for general purpose to Indian standard colours.
43. I.S. No. 101 Methods of tests for ready mixed paints and enamels.
44. I.S. No. 75 Specification for linseed oil and refined.
45. I.S. No. 77 Specification for linseed oil, boiler for paint
46. I.S. No.124 (Part – I) Specification for ready mixed paint, brushing, finishing semi-glossy for general purposes.
47. I.S. No. 104 Specification for ready mixed paint, brushing, zinc chromate primer.
48. I.S. No. 4116 Joints used in wooden furniture
49. I.S No. 3845 Joints used in wooden furniture
50. I.S. No. 7070 Shelving racks – Wooden (adjustable and unadjustable type)
51. I.S. No. 4414 Table tops (wooden)
52. I.S. No. 5967 Table, wooden of test for
53. I.S. No. 5967 Door closures (hydraulically regulated)
54. I.S No. 799 Drawer locks, cupboards and box locks.
55. I.S. No.7981(Part I) Glossary of terms relating to builders hardware – Part I – locks
56. I.S. No. 704 (Part I & II) Tower bolts ferrous metals and nonferrous metals.
57. I.S. No. 401 Approved wood preservative

The above list is only for guideline of the Bidder. Any amendments made by the Bureau of Indian Standards up to the scheduled date of opening of Envelope-1 of this Tender shall be complied with while during the execution of the work.

SECTION 10

LIST OF DRAWINGS

The drawings listed below are only for the purpose of explaining the general nature of the work to the bidder and are not for execution of work. These may be modified by the Architects at their discretion after the bidder's tender is accepted and no extra claim whatsoever shall be entertained /payable in consequence of such amendment.

SL.NO.	DRAWING NO.	PARTICULARS /DETAILS
1	WS - AB	Work Station – AB type
2	WS - C	Work Station – C type
3	Nil	Typical Office Floor Layout Plan
4	Nil	Typical Office Floor Layout Plan
5	Nil	Typical Office Floor Layout Plan
6	Nil	Typical Office Floor Layout Plan

Note :

The Offerer may please note that, the layout drawings enclosed are only indicative and the successful offerer is required to prepare a fresh layout drawing to suit to the requirement of the Bank before execution of the work.

ANNEX - 1

APPENDIX HEREIN BEFORE REFERRED TO

1. Defects Liability Period	12 months from the date of issue of Virtual Completion Certificate
2. Period of final measurement	45 working days from the date of virtual completion
3. Date of commencement	Reckoned from the date of issue of Letter of Acceptance of Tender /Work Order
4. Date of completion	Within 45 days from the date of issue of Letter of Acceptance of Tender /Work Order
5. Liquidated damages for delay	@ 0.25% of value of accepted tender per week, subject to a maximum of 5% of value of accepted tender.
6. Value of Interim Certificates	Rs. 5,00,000.00 minimum
7. Retention money /Security Deposit (S.D.)	5% including EMD & Initial Security Deposit
8. Release of S.D.	50% on virtual completion and balance after expiry of 'Defects Liability Period'
9. Statutory deductions	Advance Income Tax, VAT, Works Contract Tax as per applicable law /rules
10. Period of honoring bills /certificates	Ad-hoc payment within 07 working days from date of Architect's certificate in R.O.; balance within 30 days of receipt of Architect's certificate in R.O.

ANNEX-2
PRO-FORMA OF INDEMNITY BOND

The General Manager/Officer-in-Charge
National Bank for Agriculture & Rural Development
Andaman & Nicobar Islands Regional Office
Port Blair

Dear Sir,

Re.: Agreement between M/s.....and NABARD
dated..... furnishing of indemnity bond by Contractor
against the claims of the Government and other statutory authority in
respect of Work Station and Chairs in Regional Office Building at Port Blair.

WHEREAS:

The National Bank for Agriculture and Rural Development (NABARD) is furnishing its
office building at Port Blair (hereinafter referred to as the said building),

And WHEREAS:

NABARD has invited tenders for providing and installing Work Station and Chairs for its
Regional Office at Port Blair.

And WHEREAS:

It is one of the conditions of the tender that the Contractor should bear any increase in
future in the cost of materials on account of any reasons including increase in the rate of
any kind of taxes, duties, sales tax on works contract, excise duty, octroi, service tax
which may be imposed by the Government, central or State, or by any other all claims in
future by the Government, Central or State or other Statutory Authority in this behalf.

Now, therefore, this indemnity witnesseth that:

In pursuance of the above we, M/s.....do hereby agree to indemnify
and keep indemnified NABARD from any loss, damages, costs, charges, fine and
expenses which may be incurred or sustained by NABARD on account of imposition or
increase in rates by the government, Central or State, of any kind of taxes, duties, cess
etc., sales taxes on works contract, excise duty, octroi, VAT, WCT, service taxes etc. on
the materials or otherwise, during the discharge by us of the said interior work the
Regional Office Building.

We, M/s....., further agree and undertake to bear and pay the
said taxes, duties, octroi etc. as and when imposed by the Government, Central or State or
other Statutory Authority.

We shall not revoke this Indemnity Bond without the written consent of NABARD

Dated thisday of

Two Thousand and Six A..D.

For & on behalf of
M/s.....
AUTHORIZED SIGNATORY