



राष्ट्रीय बैंक स्टाफ महाविद्यालय
NBSC
National Bank Staff College
ISO 9001:2000 Certified Institution

सैक्टर-एच Sector-H
एल डी ए कालोनी LDA Colony
कानपुर रोड Kanpur Road
लखनऊ -226012 Lucknow-226012
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मानस की उत्कृष्टता हमारा ध्येय - SHAPING MINDS TO EXCEL

NBSC.LKO/ /PR-47/2010-11 dated 30 December 2010

(Only for empanelled contractors)

Dear Sir,

Supply, Installation, Testing & Commissioning (SITC) of Fresh air fans, Instant Water Heaters and associated electrical work at Staff Quarters, National Bank Staff College (NBSC), Lucknow- Notice Inviting tender

1. NBSC, Lucknow intends to execute subject works and invites competitive offers for SITC of Fresh air fans, Instant Water Heaters and associated electrical work at Staff Quarters, National Bank Staff College (NBSC), Lucknow. You are requested to submit your offer **in sealed envelope** for the aforesaid work as per detailed technical specifications and Schedule of Quantity specified hereafter.
2. Tender documents consisting of conditions of Contract, the Specifications, and Schedule of Quantities can be obtained from Premises Department, National Bank Staff College, Sector 'H' LDA Colony, Kanpur Road, Lucknow - 226012, on any working day (Monday to Friday) from **30/12/2010 to 14/01/2011** on payment of non refundable amount of **Rs.150/-** (Rupees One hundred fifty only) or can be downloaded from website www.nbsc.in or www.nabard.org. The firms downloading the application form and other documents related to the work will have to pay non-refundable charges of Rs.150/- (Rupees One hundred fifty only) by demand draft to our office at the time of submission of the application form and tender documents for the said work.
3. The sealed tender shall be superscribed as “Tender for SITC of Fresh air fans, Instant Water Heaters and associated electrical work at Staff Quarters, National Bank Staff College (NBSC), Lucknow” and should be submitted to the Principal, National Bank Staff College, Sector-H, LDA Colony, Kanpur Road, Lucknow - 226 012 **not later than 1500 hrs on 14 January 2011**. The sealed quotations should be dropped in the tender box kept at Premises Department, NBSC within the stipulated date/time.
4. The Earnest Money amounting to **Rs.9,000/- (Rupees Nine Thousand only)** in the form of **Demand Draft** payable to National Bank Staff College, Lucknow should accompany the tender in

the sealed envelope. Earnest Money in the form of cheque will not be accepted. All quotations received within the stipulated time will be opened but the quotations which are received without Earnest Money will be rejected. The Earnest Money of the successful bidder shall be retained towards security deposit and will be released after settlement of final bill. The EMD will not carry any interest. If the successful bidder backs out or does not commence and execute the work for any reason, the EMD will be forfeited.

5. The sealed quotations will be opened at 1530 hrs on **14 January 2011** in presence of bidders/their authorised representatives who chose to be present.
6. Quotations should be signed on each page by the contractor or his duly authorized representative. Any overwriting, correction or cancellations should be duly authenticated with seal.
7. Quotations received late on account of any reason whatsoever as also telegraphic and faxed quotations shall not be entertained.
8. Validity of offer shall be 90 days from the date of opening of quotations.
- 9. Time allowed for completion is 45 days from the tenth day of issue of work order.**
10. NBSC reserves the right to accept or reject any or all sealed quotations, the work in part or whole of any firm/firms, without assigning any reason for doing so.
11. Quotations which do not fulfill all or any of the above conditions or are incomplete in any respect are liable for rejection.

Yours faithfully

(Mukesh Vats)
Assistant General Manager

NATIONAL BANK STAFF COLLEGE
LUCKNOW

TENDER FOR SITC OF FRESH AIR FANS, INSTANT WATER HEATERS AND
ASSOCIATED ELECTRICAL WORK IN STAFF QUARTERS

AT

NATIONAL BANK STAFF COLLEGE, LUCKNOW

NAME OF TENDERER _____

ADDRESS

THE PRINCIPAL
NATIONAL BANK STAFF COLLEGE
SECTOR 'H', LDA COLONY
KANPUR ROAD
LUCKNOW - 226 012

This Tender consists of 14 pages.

TENDER NOTICE

Sealed tenders are invited for Supply, Installation, Testing & Commissioning of Fresh Air fans, instant water heaters and associated electrical works at Staff Quarters, NBSC, Lucknow which is estimated to cost **Rs.4,50,000/-** (Rupees Four Lakhs Fifty Thousand Only) and to be completed within **45 days** from the tenth day of issue of work order. Contractors enlisted with NBSC only need tender for the work.

Tender forms will be issued from **30/12/2010 to 14/01/2011** from the office of the Principal, National Bank Staff College (NBSC), Sector 'H', LDA Colony, Kanpur Road, Lucknow- 226012 on payment of Rs. 150.00 per set which is not refundable under any circumstances. Tenders in prescribed forms alongwith EMD of **Rs.9,000/-** (Rupees Nine Thousand only) superscribing the description of the work on sealed envelope and addressed by name to Shri R. Amalorpavanathan, Principal, National Bank Staff College, Sector 'H', LDA Colony, Kanpur Road, Lucknow 226 012 will be received by the National Bank Staff College upto 03.00 pm on **14/01/2011** and will be opened on the same day at 03.30 pm in the presence of the authorized representative of the tenderers, who choose to be present. The Bank reserves the right to accept the lowest or any tender or to reject all of them. Validity of tendered rates shall be for 90 (Ninety) days from the date of opening.

Mukesh Vats
Assistant General Manager

NATIONAL BANK STAFF COLLEGE, LUCKNOW

FORM OF TENDER

Place : Lucknow

Date : _____

The Principal

National Bank Staff College

Sector 'H', LDA Colony

Kanpur Road

Lucknow 226 012

Dear Sir,

Having examined the 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 attached schedule of quantities and in accordance in all respects with the specifications and instructions in writing referred to in conditions of tender, the Articles of Agreement, Special Conditions, Schedule of Quantities and Conditions of Contract and with such materials as are provided for, and in all other respects and in accordance with such conditions so far as they may be applicable.

MEMORANDUM

(a) Description of works : Supply, Installation, Testing & Commissioning of Fresh Air fans, instant water heaters and associated electrical works at Staff Quarters, NBSC, Lucknow

(b) Estimated Cost : **Rs.4,50,000/-**(Rupees Four Lakh Fifty Thousand Only)

(c) Earnest money : **Rs.9,000/-** (Rupees Nine Thousand only)

(d) RMD : 5% as retention money deposit (RMD) will be deducted from each Running Account bill.

(e) Time allowed for completion : 45 days from the tenth day of issue of work order

5 Should this tender be accepted, I/We hereby agree to abide by the terms and provisions of the said conditions of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to the National Bank Staff College the amount mentioned in the said conditions.

6 I/We have deposited a sum of **Rs.9,000/-** (Rupees Nine Thousand only) as Earnest Money with the National Bank Staff College, Lucknow, which is not to bear any interest. Should I/We fail to execute the contract when called upon to do so. I/We do hereby agree that this sum shall be forfeited by me/us to the National Bank Staff College, Lucknow.

7 Our bankers are :

(i)

(ii)

The names of partners of our firm are

(i)

(ii)

Name of the partner of the firm authorized to sign

OR

Name of person having Power of Attorney to sign the contract.

(Certified true copy of the Power of Attorney should be attached)

Yours faithfully

(Signature of Contractor)

(Signature and addresses of witness)

(1) _____

(2) _____

ARTICLES OF AGREEMENT

ARTICLES OF AGREEMENT made this _____ day of _____ between the National Bank Staff College (NBSC) having its Head Office at Mumbai (therein after called “ the Employer”) of the one part and

(hereinafter called “the Contractor”) of the other part.

WHEREAS the Employer is desirous of carrying out the work of Supply, Installation, Testing & Commissioning of Fresh Air fans, instant water heaters and associated electrical works at Staff Quarters, NBSC, Lucknow and has caused specifications describing the work to be done at National Bank Staff College, Sector ‘H’, LDA Colony, Kanpur Road, Lucknow.

AND WHEREAS the said specifications and the Schedule of quantities have been signed by or on behalf of the parties hereto.

AND WHEREAS the Contractor has agreed to execute the work/s subject to the Condition set forth herein and to the Conditions set forth in the Special Conditions and the Schedule of Quantities and Condition of Contract (all of which are collectively hereinafter referred to as “the said Conditions”) the works shown upon and/or described in the said Specifications and included in the Schedule of Quantities at the respective rates therein set forth amounting to the sum as therein arrived at or such other sum as shall become payable thereunder (hereinafter referred to as “the said Contract Amount”).

NOW IT IS HEREBY AGREED AS FOLLOWS :

1. In consideration of the said Contract amount to be paid at the time and in the manner set forth in the said conditions, the Contractor shall upon and subject to the said conditions execute and complete the work shown upon the said location and described in the said specifications and the schedule of quantities.
2. The employer shall pay the Contractor the said Contract amount, or such other sum as shall become payable, at the times and in the manner specified in the said Conditions.
3. In the said conditions herein before mentioned, the Principal/ Officer In-Charge of NBSC shall act on behalf of the Employer.
4. The said conditions and Appendix thereto shall be read and construed as forming part of this Agreement, and the parties hereto shall respectively abide by, submit themselves to the said Conditions and perform the agreements on their part respectively contained in the said conditions.
5. The agreement and documents mentioned herein shall form the basis of this Contract.
6. This Contract is neither a fixed lump sum Contract nor a piece work Contract but is a Contract to carry out the work in respect of Supply, Installation, Testing & Commissioning of Fresh Air fans, instant water heaters and associated electrical works at Staff Quarters, NBSC, Lucknow to be paid for according to actual measured quantities at the rates contained in the Schedule of Rates and probable quantities or as provided in the said Conditions.
7. The Contractor shall make good, as per existing, any damages caused to walls, floors, etc. on account of work after completion of such works.
8. The Employer reserves to himself the right of altering the nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this Contract.
9. Time shall be considered as the essence of this Contract and the Contractor hereby agrees to commence the work from the date site is handed over to him or from tenth day of the date of issue of

formal works order as provided for in the said conditions whichever is later and to complete the entire work within six months subject nevertheless to the provisions for extension of time.

10. All payments by the Employer under this contract will be made only at Lucknow.

11. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Lucknow and only Courts in Lucknow shall have jurisdiction to determine the same.

12. That the several parts of this contract have been read by the Contractor and fully understood by the Contractor.

IN WITNESS WHEREOF the Employer and Contractor have set their respective hands to these presents and two duplicates hereof, the day and year first herein above written.

IN WITNESS WHEREOF the Employer has set its hand to these presents through its duly authorized official and the Contractor has caused its common seal to be affixed hereunto and the said two duplicates hereof to be executed on its behalf, the day & year first herein above written.

SIGNATURE CLAUSE:

SIGNED AND DELIVERED BY the National Bank
Staff College by the hand
of Shri _____

(name and designation)

_____ in the presence of

(1) _____
Address _____

(2) _____
Address _____

If the party is a partnership firm or an individual should be signed by all or on behalf of all the partners

SIGNED AND DELIVERED BY _____
in the presence of

(1) _____
Address _____

(2) _____
Address _____

Witnesses

THE COMMON SEAL of _____

If the contractor signs under its common seal, the signature clause should tally with the sealing clause in the articles of association

was hereunto affixed pursuant to the resolutions passed
by its Board Of Directors at the meeting held on _____
in the presence of

- (1) _____
- (2) _____

Directors, who have signed these presents
in token thereof in the presence of

- (1) _____
- (2) _____

Signed and sealed by the contractor by the hand
of Shri _____
and duly constituted attorney.

If the contractor is signing by the hand of power of attorney, whether a company or individual

General Conditions of the Contract

1. Contractors are advised to visit the site before quoting and acquaint with all conditions/related issues prevailing at site. Any doubts should be got clarified from concerned officer, before quoting.
2. Rates should include removal of debris out of premises, cleaning the site thoroughly and unless the same is done to the satisfaction of NBSC, bill will not be settled.
3. Rates quoted shall include cost of materials, labour, wastages, transit insurance, transportation, scaffolding, tools and plants required to carryout the job. Rates should be workable and should include all the taxes, excise duty, octroi, freight, service tax, overheads and profits etc. and should be firm.
4. Any extra item required for proper completion of work shall be got approved from NBSC & shall be paid on actual cost of labour & materials plus 15% towards overheads & profit .
5. Time will be the essence of contract. **Time allowed for completion is 45 days from the tenth day of issue of work order.** The contractor will request for time extension well in advance if there are any hindrances in completion of work which are beyond control of the contractor. If the Contractor fails to complete the work within the stipulated period or within any extended time, the Contractor shall pay or allow the Employer the sum named as "Liquidated Damages" and the Employer may deduct such damages from any moneys due to the Contractor. Liquidated damages would be levied @ 0.25% of the incomplete work per week for non-completion of work subject to a maximum of 5% of value of contract.
6. All materials shall be got approved from NBSC before start of work.
7. **Income Tax, Surcharge, Work Contract tax and other taxes** as applicable will be deducted from payment due to the contractors.
8. **5% security deposit will be deducted from the bills** and will be retained for a period of 12 months from the date of completion work and will not bear any interest. Any defect in this period shall be rectified by the firm at their cost. In this regard the date of successful commissioning at site done in presence of NBSC's Engineer shall be considered as date of completion of work.
9. Each bill should be accompanied with measurement sheets.
10. Materials used should conform to the stipulations of the relevant I.S. codes (latest editions).
11. The contractor shall make good of any damages, if any, done to walls, floors, panels, ceiling, electrical installation and wiring during completion of this work.
12. The contractor will have to make his own arrangements for transporting the materials to the place of work including the formalities with the Government authorities, if any. Rates quoted by the tenderer should provide for such requirements.
13. The successful contractor shall co-operate with other contractors working at site, if any.
14. The successful contractor/his workers shall not be permitted to use any space in the campus for stay. However, space for storage may be provided, if available.
15. Throughout the contract, contractor/his responsible and technically conversant representative shall be available for supervising the work.
16. The contractor shall make his own arrangements to guard the material at site.
17. The contractor will strictly follow and abide by the labour laws in force applicable to the work involved.
18. The Contractor shall observe all the safety precautions for the safety of the labour and the employees of NBSC/residents of the campus, during execution of works. He would be responsible for the safety of persons employed by him.
19. The contractor shall take all precautions to avoid accident and causes of accident. He must be careful regarding safety during working of his staff in the premises.

20. NBSC shall not bear any responsibility in case of any accident to his worker in the premises due to no fault of NBSC's working but merely due to negligence of his workers or lack of safety provided to them by the contractor.
21. In case of dispute the decision of the NBSC shall be final and binding on the contractor.
22. The quantities in the BOQ are indicative & can increase or decrease during execution of work, no claim on this account shall be admissible.
23. The contractor shall require to obtain prior permission and work passes for all labourers to carry out the work from the Department.
24. The contractor shall indemnify the Employer (i.e. NBSC) against all claims in respect of rights, and shall defend all actions arising from claims, and shall himself pay all royalties, license fees, damages, cost and charges of all and every sort that may be legally incurred in respect thereof.
25. The work has to be carried out in occupied staff quarters. The contractor should coordinate with other agencies so as to carry out the work with least inconvenience to the occupants of staff quarters.
26. After placing of order, the contractor has to enter into an agreement as per the format enclosed on Rs. 100/- Non-Judicial stamp paper. Cost of stamp paper would be borne by the contractor.

DECLARATION BY THE CONTRACTORS

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

Place :

Name & signature of the contractor

Date :

Address :

SAFETY CODE

1. There shall be maintained in a readily accessible place first aid appliances including adequate supply of sterilised dressings and cotton wool.
2. An injured person shall be taken to a public hospital without loss of time, in case where the injury necessitates hospitalisation.
3. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from ground.
4. No portable single ladder shall be over 8 meters in length. The width between the said rails shall not be less than 30 cm (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding the ladder.
5. The excavated material shall not be placed within 1.5 metres of the edge of the trench or half of the depth of trenches whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building or in working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one metre.
7. No floor, roof or other part of the structure shall be so over loaded with debris or materials as to render it unsafe.
8. Those engaged in welding works shall be provided with welder's protective eye-shields and gloves.
9. Hoisting machines and tackle used in the works, including their attachments anchorage and supports shall be in perfect condition. The ropes used in hoisting or lowering material or as a means of suspension shall be of durable quality and adequate strength and free from defects.

SCHEDULE OF FISCAL ASPECTS

1	Earnest Money Deposit	Rs. 9000/- (Rupees Nine Thousand Only) to be deposited with tender
2	Possession of site	Immediately on award of work
3	Time of completion	Within 45 days from the date of the site is handed over or from the 10th day of the work order to commence work is issued whichever is later.
4	Liquidated damage	0.25% of the incomplete work per week for non-completion of work subject to a maximum of 5% of value of contract.
5	Minimum value of work for interim bill	Rs.2,00,000.00 (Rupees Two Lakh only)
5(a)	Payment of interim bill	Within one month from the date of receipt of bill
5(b)	Payment of final bill	Within three months from the date of receipt of bill
6	Minimum interval between submission of interim bills	30 (thirty) days
7	Retention money/security deposit bills	05 (Five) percent of value of work shown in bills
8	Defects liability period	12 (Twelve) months from the date of virtual completion

EMPLOYER

CONTRACTOR

TECHNICAL SPECIFICATIONS

1. Rates of only ISI marked electrical items have been taken in the schedule of quantities. Unless and otherwise specified, only such conduits, cables, switches and sockets outlets shall be used in the work.
2. The work shall be done as per current CPWD specifications for electrical works as amended from time to time and Indian Electricity Rules as amended up to date.
3. The work shall be supervised by a qualified Overseer/Engineer.
4. The layout of the work will be given by the Engineer-in-Charge or his duly authorized representative at site of work.
5. The number of power plug points shall be designed with only one outlet per circuit.
6. Any damage done to the building by the contractor during the execution of work shall have to be made good at his cost & risk. If he does not do it himself within a reasonable time as determined by the Engineer-in-Charge the same will be got executed at his risk & cost departmentally after giving notice to him.
7. While making the end connection of wires, no strand shall be out and the termination of wire shall be done with necessary lugs and ferrule by crimping method without any extra payment.
8. The quantity of wires in the tender is approximate. The agency will have to assess the quantity from the site before dispatch.

LIST OF APPROVED MAKES

Sl. No.	Details of equipment/Materials	Approved make
1	Fresh Air / Ventilating fans	Havells / Usha / Orient / Polar / Khaitan / Bajaj / CG
2	Instant Water heaters	Bajaj/Usha/CG/Spherehot/Racold/Venus
3	Switch/Sockets & Electrical accessories	Anchor
4	Copper wires	Finolex/ Polycab/ CCI / Universal/RR Kabel
5	Copper/Aluminium lugs	Heavy duty Dowells Crimping Type
6	MCB, RCBO, Isolators and Distribution boards	MDS / Havells / Indoasian / Standard
7	PVC conduit / Casing Capping & accessories	ISI mark

Supply, Installation, Testing & Commissioning of Fresh Air fans, instant water heaters and associated electrical works at Staff Quarters, NBSC, Lucknow
Schedule of Quantity

S.No.	Particulars	Qty.	Unit	Rate (Rs)	Amount (Rs)
1	Supply of Continuous Duty Metal <u>Fresh Air fan</u> for kitchen 230 V AC, 50 Hz, 300 mm sweep, Double Ball bearings complete with <u>Protective bird guard</u> , Equivalent to Havells Make Model Ventil Air TF/Ventil Air DB. Approved Make : Havells / Usha / Orient / Polar / Khaitan / Bajaj / CG.	57	Nos.		
2	Supply of Ventilating fan (Engineering Plastic body) for bathrooms & toilets - 230 V AC, 50 Hz, 150 mm sweep, with automatically closing louvres, white colour. Equivalent to Ventilair DX Make Havells. Approved Make : Havells / Usha / Orient / Polar / Khaitan / Bajaj / CG.	101	Nos.		
3	Installation, Testing & Commissioning of fresh air and ventilating fans as provided in item nos. 1 & 2 above complete with 3 core flexible wire leads duly tested and necessary hardware for mounting the fans in place. <u>Recess/opening for installation of fans will be provided by NBSC.</u>	158	Nos.		
4	Supply of ISI mark 3.0 Ltr instant type water heater of ABS plastic body 3 kW heating element complying IS3412 of 1994, 230/250 Volts 50 Cycle A.C. supply with inlet and outlet, thermostatic control and thermal cutoff, built-in pressure relief valve complete with 3 core PVC flexible wire leads duly tested Equivalent to Bajaj Majesty/Usha Spectrum. Approved Makes : Bajaj / Usha / CG / Spherehot / Racold / Venus.	30	Nos.		
5	<u>Point wiring (upto average 05 metre length) for Fresh air & ventilating fans</u> - Point wiring with 2x1.5 sq mm FR PVC insulated copper conductor single core cable in surface PVC conduit/casing capping and earthing the point with 1.5 sq mm FR PVC insulated copper conductor single core cable etc. as required from switch board to ceiling rose. The item should also include providing & fixing piano type switches 6 A for above fan point erected on Filled polypropylene ISI marked surface mounted board as per requirement and ISI marked rigid PVC conduit/casing capping of 20 mm dia for wiring on wall, roof, ceiling, floor with suitable hardware etc.	158	Each point		

S.No.	Particulars	Qty.	Unit	Rate (Rs)	Amount (Rs)
6	<u>Point wiring (upto average 01 metre length) for Aquaguard</u> : Point wiring with 2x1.5 sq mm FR PVC insulated copper conductor single core cable in surface PVC conduit/casing capping and earthing the point with 1.5 sq mm FR PVC insulated copper conductor single core cable etc. as required. The item should also include providing & fixing piano type switch & socket (6 A) for above point erected on Filled polypropylene ISI marked surface mounted board as per requirement and ISI marked rigid PVC conduit/casing capping of 20 mm dia for wiring on wall, roof, ceiling, floor with suitable hardware etc.	57	Each point		
7	<u>Power plug wiring for instant water heater</u> - Wiring for power plug with 2x4 sq mm FR PVC insulated copper conductor single core cable in surface PVC conduit (provided in item no. 8 below) alongwith 1 No. 1.5 sq mm FR PVC insulated copper conductor single core cable for loop earthing from existing MCB DB upto switchboard as required.	375	Metre		
8	Providing and laying PVC (ISI marked) conduits Heavy quality of 20 mm dia 1.5 mm thick for laying power cabling for instant geyser in/on walls/floors/ceiling/beams/coloumns. The cost also includes providing and fixing bends, inspection boxes, junction boxes, tees, saddles, screws,necessary hardware, flexible pipe etc. where necessary.	375	Metre		
9	Providing & fixing surface mounted 16 A Switch socket combine Make Anchor for geyser complete with termination	30	Nos.		
10	Supply & Installation of SP MCB 20 A 'C' Curve to be fixed in existing MCB DB for instant geyser wiring complete with termination	30	Nos.		
	TOTAL				

TOTAL (Rupees _____ only)

Place :

Name & signature of the contractor

Date :

Address :

NOTE :

- Contractors are advised to visit the site and thoroughly understand the nature and scope of the work and get familiar with the site conditions before quoting the rates.
- Wherever possible, the contractor should try to lay wires for point wiring for fans & water heaters through existing concealed conduit.
- Material of only the approved makes, as indicated in the technical specifications, should be used on site. All materials shall be got approved from the client before start of work