



राष्ट्रीय बैंक स्टाफ महाविद्यालय
NATIONAL BANK STAFF COLLEGE
(ISO:9001:2008 Certified Institution)

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/परि-21/एनबीटीसी-नवीकरण/2011-12 30 सितंबर 2011

मैसर्स

(केवल एनबीएससी में सूचीबद्ध सिविल ठेकेदारों हेतु)

Dear Sir

टेंडर आमंत्रित करना - राष्ट्रीय बैंक प्रशिक्षण केन्द्र, सीतापुर रोड, लखनऊ में एमएस विंडोज की मरम्मत/बदलना
Repairs/Replacement of MS windows at National Bank Training Centre
(NBTC), Sitapur Road, Lucknow

1. इस दस्तावेज में दिए गए विवरण के अनुसार आप राष्ट्रीय बैंक स्टाफ महाविद्यालय के लिए उक्त कार्य करने के लिए टेंडर हेतु आमंत्रित हैं.
2. पूरे कार्य की अनुमानित लागत ₹ **1,78,680/-** (₹ एक लाख अठहत्तर हजार छह सौ अस्सी मात्र) है व इसे कार्य **आदेश की तिथि के 10 दिन के बाद 30 दिनों के भीतर पूरा किया जाना है.**
3. यह टेंडर केवल एनबीएससी के पास सूचीबद्ध संवर्ग II व III के सिविल ठेकेदारों को ही जारी किया जा रहा है. सूचीबद्ध ठेकेदार टेंडर दस्तावेज को हमारी वेबसाइट www.nabard.org/tenders or www.nbsc.in. से डाऊनलोड कर सकते हैं.
4. पूरी तरह से भरे हुए व श्री आर अमलोरपवनाथन, प्रधानाचार्य, राष्ट्रीय बैंक स्टाफ महाविद्यालय, सेक्टर - एच, एल डी ए कॉलोनी, कानपुर रोड, लखनऊ - 226 012 को संबोधित सीलबन्द टेंडर प्रधानाचार्य सचिवालय में इस प्रयोजन हेतु रखे गए टेंडर बॉक्स में **दिनांक 10 अक्टूबर 2011 को 15.00 बजे तक अथवा उससे पहले** जमा कर दें. उन्हें उसी दिन **15.30 बजे** टेंडरकर्ताओं अथवा उनके प्राधिकृत प्रतिनिधियों, जो उपस्थित होंगे, की उपस्थिति में खोला जाएगा.
5. राष्ट्रीय बैंक स्टाफ महाविद्यालय, लखनऊ के पक्ष में देय डिमाण्ड ड्राफ्ट के माध्यम से ₹ **3,600/-** (₹ **तीन हजार छह सौ मात्र**) बयाने की राशि (Earnest Money Deposit) मुहरबन्द लिफाफे में कोटेशन के साथ जमा करवाई जानी चाहिए. निर्धारित समय तक प्राप्त सभी टेंडर खोले जाएंगे लेकिन बयाने की राशि के बिना प्राप्त

"हम हिन्दी में पत्राचार का स्वागत करते हैं"

टेण्डर नामंजूर कर दिए जाएंगे. चेक के माध्यम से बयाने की राशि स्वीकार नहीं की जाएगी. सफल टेण्डरकर्ता की बयाने की राशि जमानत जमा / प्रतिधारण राशि (retention money) के रूप में रख ली जाएगी. इस राशि पर कोई ब्याज देय नहीं होगा.

6. उपर्युक्त समय व तिथि के पश्चात् प्राप्त टेण्डर स्वीकार नहीं होंगे.
7. राष्ट्रीय बैंक स्टाफ महाविद्यालय न्यूनतम अथवा अन्य कोई टेण्डर स्वीकार करने को बाध्य नहीं है.
8. मूल्य बोली (price bid) खोले जाने की तिथि से न्यूनतम 90 (नब्बे)दिन के लिए टेण्डर वैध रहेगा.
9. जो टेण्डर उपर्युक्त शर्तों में से किसी या सभी शर्तों को पूरा नहीं करते अथवा जो किसी भी दृष्टि से अपूर्ण हैं, नामंजूर किए जा सकते हैं.
10. मूल्य बोली में दरें अंकों व शब्दों दोनों में दी जानी चाहिए तथा इन दोनों में कोई विसंगति होने की स्थिति में शब्दों में लिखी गई राशि मान्य होगी.
11. टेंडरर अथवा उसके प्राधिकृत प्रतिनिधि द्वारा टेंडर दस्तावेज के प्रत्येक पृष्ठ पर विधिवत हस्ताक्षर किए जाने चाहिए. किसी भी प्रकार के अधिलेखन (overwriting), सुधार अथवा रद्दीकरण को मुहर के साथ विधिवत रूप से प्राधिकृत किया जाना चाहिए. टेंडर दस्तावेज के साथ दस्तावेज के हस्ताक्षरकर्ता के पक्ष में संपूर्ण पॉवर ऑफ एटोर्नी की सत्यापित प्रति होनी चाहिए. (कम्पनी या साझेदार फर्म हेतु)
12. कॉन्ट्रक्ट दस्तावेज में कोई विसंगति, चूक, अनिश्चितता अथवा विरोध अथवा इसके अर्थ को लेकर किसी शंका को राष्ट्रीय बैंक की नोटिस में लाया जाए. बैंक इनकी समीक्षा करेगा व जहा चाही गई जानकारी के बारे में स्पष्ट रूप से निर्दिष्ट नहीं किया गया है, सभी टेंडरर को एक स्पष्टीकरण जारी कर देगा जो कॉन्ट्रक्ट दस्तावेज का भाग होगा. बैंक किसी भी मौखिक सूचना के लिए जिम्मेदार नहीं होगा.
13. बैंक द्वारा टेंडरकर्ता को टेण्डर मंजूर हो जाने की सूचना जारी होते ही यह करार टेण्डरकर्ता (tenderer) पर बाध्यकारी (binding) हो जाएगा.

भवदीय

(डी डी गर्ग)

सहायक महाप्रबंधक

संलग्न : टेंडर फार्म, सामान्य शर्तें, वित्तीय पहलुओं की सारणी, मात्राओं की सारणी

"हम हिन्दी में पत्राचार का स्वागत करते हैं"

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

1	Description of works	Repairs/Replacement of MS Windows at NBTC, Sitapur Road, Lucknow
2	Estimated Cost	Rs.1,78,680/- (Rupees One Lakh Seventy Eight Thousand Six Hundred Eighty only)
3	Earnest money	Rs.3,600/- (Rupees Three Thousand Six Hundred only)
4	RMD	5% as retention money deposit (RMD) will be deducted from each Running Account bill
5	Time allowed for completion	30 Days from tenth day of written order to commence work or from the date the site is handed over, whichever is later.

- 2 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.

"हम हिन्दी में पत्राचार का स्वागत करते हैं"

3 I/We have deposited a sum of Rs.3,600/- (Rupees Three Thousand Six Hundred 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.

4 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) _____

General Terms and conditions

1. The defects liability period shall be one year from the date of virtual completion.
2. The RMD@5% shall be deducted from the bill of contractor which will be released after completion of defects liability period.
3. Tax deduction at source as per rules would be deducted from the payments.
4. The contractor will follow all the applicable labour laws.
5. The contractor will take insurance cover for all the skilled/unskilled persons employed by him.
6. The quoted rates shall be inclusive of carting away debris to nearest municipal dump & cleaning the floors ,doors, windows, glasses etc.
7. The EMD of **Rs.3,600/-** (Rupees Three Thousand Six Hundred only) shall be deposited by demand draft payable to **National Bank Staff College**.
8. All materials shall be got approved from Bank before start of work.
9. Measurements shall be taken according to IS:1200 unless otherwise specified.
10. Any extra item required for proper completion of work shall be got approved from the Bank & shall be paid on actual cost of labour & materials plus 15% towards overheads & profit.
11. The dispute, if any, shall be resolved as per Arbitration & Reconciliation Act.
12. No payment shall be made for defective work.
13. The contractor will submit bill with measurement sheets, wherever applicable. No bills, without measurements shall be accepted.
14. The quoted rates shall remain valid for 90 days for acceptance.
15. The quantities in the SOQ are indicative & can increase or decrease during execution of work, no claim on this account shall be admissible.
16. The contractor will quote rates according to SOQ, incomplete or partly filled tenders shall be rejected.
17. The total time allowed for completing the work is **30 days** from the tenth date of issue of work order. Contractor may carry out work in shifts excluding night. **There will be no extension of time on any account.**
18. **Liquidated Damages :** Liquidated damages will be levied **@0.25% of the contract value per week** subject to a maximum of 5% of value of contract
19. Repainting and other renovation work is also under progress on site. **The contractor has to coordinate with other contractors already working on site .**
20. The bank reserves the right to accept any or all the bids without assigning any reason.

Date :

Place :

Signature of agency with seal

SPECIFICATIONS

- i. The entire work shall be done in first-class manner. **The contractor shall deposit with the Bank at his own cost, sample of items for approval prior to commencement of work. Sample area shall be prepared and the shall be got approved by the Bank.**
- ii. The contract should include the cost of erecting scaffoldings from inside and outside, centering, if required, hire charges for any tools, materials, labors, marking out and clearing of site, etc.
- iii. The contractor will keep record of material brought to site and get it inspected before use.

APPENDIX

SCHEDULE OF FISCAL ASPECTS

S No	Item	Details
1	Earnest Money Deposit	Rs. 3,600/- (Rupees Three Thousand Six Hundred only) to be deposited with tender
2	Possession of site	Immediately on award of work
3	Time of completion	Within 30 days from tenth day of issue of work order
4	Liquidated Damages	0.25% of the contract value per week subject to a maximum of 5% of value of contract
5	Minimum value of work for interim bill	Rs.1,00,000.00 (Rupees One 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	Release of retention money	The retention amount shall be refunded after one year from the date of virtual completion, subject to satisfactory rectification of defects, if any
9	Defects liability period	12 (Twelve) months from the date of virtual completion

EMPLOYER

CONTRACTOR

NATIONAL BANK STAFF COLLEGE

SCHEDULE OF QUANTITIES

Preamble :

The rates quoted shall include the following :

- i. Removal and carting away all the debris from Employer's premises after cleaning the floors etc. with water
- ii. All articles or furniture, equipment etc. shall be protected by covering with polythene sheet or tarpaulin etc. and the furniture rearranged and floors cleaned and mopped after the day's work.
- iii. The work shall be carried out both during/after working hours and even on holidays if situation so warrants.

Schedule of Quantities**Repairs/Replacement of MS Windows at National Bank Training Centre (NBTC), Sitapur Road, Lucknow**

S.No.	Item Description	Unit	Qty	Rate Rs.	Amount Rs.
1	Removing existing Glass iron windows and Providing and fixing T-iron frames and shutters for doors, windows and ventilators of mild steel Tee-sections, joints mitred and welded with 15x3 mm lugs 10cm long embedded in cement concrete blocks 15x10x10 cm of 1:3:6 (1 cement : 3 coarse sand : 6 graded stone aggregate 20 mm nominal size) or with wooden plugs and screws or with dash fastener or rawl plugs and screws or with fixing clips or with bolts and nuts as required including fixing of necessary butt hinges and screws and applying a priming coat of approved steel primer. The rate should include making good the damage to wall, plasters etc.	Kg	1800		
2	Discount for buyback of old iron frames	Kg	1500		
3	Removing broken glass panes and P/F new glass panes with putty and nails wherever necessary: Float glass panes of thickness 5 mm Approved Make : Modiguard / Saint Gobain	Sqm	125		
TOTAL					

Special conditions:

1. The sample of each item shall be approved by bank.
2. The contractor should properly co-ordinate the work with other contractors. Repainting and other renovation works are already under progress on site.

Note: The Contractors in their own interest may visit the site and see the scope of work including the actual quantity of work before quoting the rates

Date:

Place

SIGNATURE OF CONTRACTOR