



NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

Department of Premises, Security and Procurement

Odisha Regional Office

Ankur 2/1, Nayapalli Civic Centre, IRC Village, Bhubaneswar -751015

Email: dpsp.bhubaneswar@nabard.org

Tender Notice

Construction of Meeting Hall in Ground Floor of Office at Ankur 2/1, Nayapalli, Civic Centre, IRC Village, Bhubaneswar, Odisha, 751015.

Date of issue of tender document	02nd January 2023
Pre Bid Meeting with bidders	11th January 2023 at 11:00 AM
Last date and time for submission of tender	23rd January 2023 by 1:00 PM
Date and time of opening Technical Bids	23rd January 2023 at 3:00 PM
Date of opening of Financial Bids	Will be communicated later
Earnest Money Deposit (EMD)	₹40,000.00 (Rupees Forty Thousand only)

NOTICE INVITING TENDER

Ref. No. NB. ODRO/ 3061/DPSP/Prem-9/2022-23
30th December 2022

Madam/Dear Sir

Construction of Meeting Hall in Ground Floor of Office at Ankur 2/1, Nayapalli, Civic Centre, IRC Village, Bhubaneswar, Odisha, 751015.

1. National Bank for Agriculture and Rural Development (NABARD), Odisha Regional Office, Bhubaneswar invites e-tender through electronic bidding system for the captioned work. Please note that to submit e-tender through electronic mode, interested bidders should have Digital Signature Certificates (DSC) to login NABARD's e-Procurement portal (<https://nabard.eproc.in/>).
2. NABARD intends to undertake Construction of Meeting Hall in Ground Floor of Office at Ankur 2/1, Nayapalli, Civic Centre, IRC Village, Bhubaneswar, Odisha, 751015.
3. Tenderers are requested to **submit their bids through e-tendering (e-bid)** mode by logging in to e-Procurement portal of NABARD (<https://nabard.eproc.in/>) for the aforesaid work as per detailed technical specifications and other requirements as mentioned more specifically elsewhere in this e-tender document. For this purpose, tenderers will be required to register themselves on **e-Procurement portal of NABARD** and **create user ID and Password**. Bids submitted by any other modelike sealed envelope or post or hand-delivery **will not be accepted**.
4. For more information regarding e-bid process and procedure of submission of e-bid, bidders may follow '**Bidding Manual**' available in e-Procurement portal of NABARD or seek assistance of Help Desk / Support Team of **M/s C1 India Pvt. Ltd.**, the facilitating agency, engaged by NABARD for e-procurement process, the details of which are given below:

Name (Shri)	Telephone No.	Email
Fairlin Jivin	0124-4302000 ext. 112	fairlin.jivin@c1india.com
Sachin Toraskar	0124-4302000 ext. 200	sachin.toraskar@c1india.com
Ujwala Shimpi	0124-4302000 ext. 114	ujwala.shimpi@c1india.com

5. The e-tender will be available to the bidders /contractors on e-Procurement portal of NABARD (<https://nabard.eproc.in/>) **from 02nd January 2023, 10:00 AM** onward and also on NABARD's website (for reference purpose) through the following link - <https://www.nabard.org/Tenders.aspx?cid=501&id=24> as well as from Central Public Procurement Portal (CPPP) on the following link <https://eprocure.gov.in/eprocure/app>.
6. Tenderers are advised to submit e-tender (e-bids) through e-Procurement portal of NABARD (<https://nabard.eproc.in/>) only, after carefully following the instructions

related to systems and procedures as indicated on the link and step-wise tutorials (Vendor Guide) provided for submission of e-bids. Tenderers can upload their tender documents directly from their PC in the designated folder created for them in On-line Bid form. Please refer the section on uploading various Tender documents in the help guide provided in the Bidding Manual (Vendor Guide) available in the home page at NABARD e-Procurement portal. In case of any further guidance, help and support while submission of e-bids, the services of facilitation agency engaged by NABARD viz., M/S C1 India. Pvt. Ltd. may be availed.

7. The tenderer/bidder shall **submit two separate e-bids for the captioned work** i.e. **Part-I** Technical Bid and **Part – II** -Price Bid which should be complete in all respects. The same can be downloaded online from the NABARD's e-Procurement website viz. **<https://nabard.eproc.in/>**.
8. Instructions regarding Technical Bid, Price Bid, submission process and description & scope of works and the services required have been elaborated in the Terms and Conditions of the tender and other parts of the tender document.
9. It must be noted that the only Bidders who are willing to enter into Integrity Pact (IP) with the Bank on every stage of bidding, will be eligible to participate in the bidding process. Tenderer must implement Integrity Pact (IP) in the prescribed format (Annexure- E) in all phases of the contract. (**<http://www.cvc.nic.in>**)
10. **Earnest Money Deposit (EMD)** of ₹ 40,000/- (Rupees Forty Thousand Only) is to be paid to designated account No.NABADMN05 (IFSC: NBRD00000002). No interest shall be paid on the EMD thus collected. EMD of the successful bidder shall be refunded after the successful completion of the work, whereas EMD of the unsuccessful bidders will be refunded upon the issuance of work order to and acceptance of the same by the successful bidder
11. A **Pre-Bid meeting** is scheduled to be held on **11th January 2023 at 11:00 AM** in the Conference Hall on **3rd Floor of Odisha Regional Office**, Ankur 2/1, Nayapalli Civic Centre,IRC Village,Bhubaneswar -751015. The clarifications being sought in the pre-bid meeting by email on dpsp.bhubaneswar@nabard.org. All the clarifications of the pre-bid meeting will be part of e-tender and will be updated and uploaded on NABARD's e-Procurement portal (**<https://nabard.eproc.in/>**) alongside NABARD website (www.nabard.org). Further, bidders/ representatives of bidders have to strictly follow COVID-19 related precautionary norms. In case of failure to do so, Bank, at its discretion, may prevent them from attending the meeting.
12. E-Tenders must be submitted online not later than 23rd January 2023 by 1:00 PM. Tenders received after stipulated date and time shall not be entertained. Bidders are requested to make note of dynamic time being displayed on e-Procurement portal of NABARD to ensure that the bids are submitted on time.
13. The Technical Bids will be opened online on **23rd January 2023 by 03:00 PM** in Conference Hall **on 3rd Floor of Odisha Regional Office**, Ankur 2/1, Nayapalli Civic Centre,IRC Village,Bhubaneswar -751015 in the presence of interested bidders who chose to be present or in any eventuality, on the date and time as decided by NABARD. All the bidders are advised in their own interest to be present on the specified date. No separate intimation will be given in this regard. Please note, not more than two representatives from each bidder shall be entertained. The representative has to furnish an authorization letter from the respective bidder on their letterhead for participating in the technical bid opening. Further, bidders/ representatives of bidders have to strictly

follow COVID-19 related precautionary norms. In case of failure to do so, Bank, at its discretion, may prevent them from attending the meeting.

14. The Price Bid shall be opened at a later date after detailed evaluation of the technical bid. The date of opening of price bid shall be intimated separately to the technically qualified bidders only.
15. The Price Bid should not contain any conditions whatsoever and any such conditional bids received shall be rejected.
16. NABARD does not bind itself to accept the lowest bid (L1). NABARD reserves the right to accept or reject any /all tender/s in part or whole of any firm / firms without assigning any reasons whatsoever.
17. The decision of the bank shall be final and binding with regard to technical and price bids and the e-tendering process.
18. The tender will be rejected, if any bidder proposes any deviation from the prescribed technical criteria requirement.
19. Tenderers must ensure attachment of relevant documents, supporting the Pre-Qualification Criteria and Technical Document Sheets.
20. The bids shall remain valid and open for acceptance for 120 days from the date of opening of Price Bid.
21. Time of Completion: The work shall be completed **within 60 days** from the date of receipt of work order.
22. All documents that comprise the offer should be signed and sealed by the firm, as a token of acceptance to the terms and conditions specified in the tender.
23. Liquidated damages for delay in completion of the works will be **levied at 0.25% of the value of work** for every week of delay or part thereof, subject to maximum of 5% on the incomplete value of the accepted tender.
24. NABARD reserves the right to accept or reject any /all tender/s in part or whole of any firm / firms without assigning any reasons whatsoever. The decision of the Bank in this regard shall be final. In the event of intending tenderers failure to satisfy the bank, the bank reserved the right to reject the tender.
25. NABARD reserves right to change/modify/amend any or all provisions of the tender document. Such revision/amendment or corrigendum/addendum, if any, will be made available on NABARD's e-Procurement portal and NABARD's website only.
26. Tenderer should inspect the existing site and other conditions up to their satisfaction before e-tendering/e-bidding.
27. Applications containing false and/or incomplete information are liable for rejection.
28. The work shall have to be done in strict coordination with the Bank as per directions issued and within the stipulated timeframe in an expeditious manner.

29. The successful bidder shall execute an 'Articles of Agreement' of work contract with NABARD in accordance with the standard / prescribed format within 15 days from the date of acceptance of the offer failing which the bidder's EMD may stand forfeited.

Yours faithfully

-Sd-
(S N Roy)
Asst. General Manager

Construction of Meeting Hall in Ground Floor of Office at Ankur 2/1, Nayapalli, Civic Centre, IRC Village, Bhubaneswar, Odisha, 751015.

SCHEDULE OF EVENTS

Bid Document Availability	Tenderers are advised to submit e-tender (e-bids) through e-Procurement portal of NABARD (https://nabard.eproc.in/).	
	Tender document (for reference purpose only) can be downloaded from: https://www.nabard.org/Tenders.aspx?cid=501&id=24 , as well as from Central Public Procurement Portal (CPPP) from https://eprocure.gov.in/eprocure/app .	
	From:	02nd January 2023
	To:	23rd January 2023 by 1:00 PM
Earnest Money Deposit (EMD)	The contractor shall deposit Earnest Money Deposit for an amount of ₹40,000.00 (Rupees Forty Thousand only) credited into our Bank Account. If the bidder wants to claim exemption under MSME Procurement Policy of Govt. of India, the bidder has to submit documentary proof of registration as MSME with Central Procurement Organizations or NABARD itself.	
Pre-Bid Meeting	11th January 2023 at 11:00 AM	
Last Date for Submission of Tender	23rd January 2023 by 1:00 PM	
Opening of Technical Bids and Opening of Price Bids	23rd January 2023 at 3:00 PM The date of the priced bid will be communicated later	
Address for communication	Department of Premises, Security and Procurement NABARD, Odisha Regional Office, Ankur 2/1, Nayapalli Civic Centre, IRC Village, Bhubaneswar -751015	
Estimated Price of the Work	Rs.19,90,000/- including GST	

TECHNICAL BID

(Part-I)

FORM OF TENDER

Date: _____

To

The Chief General Manager
National Bank for Agriculture and Rural Development
Odisha Regional Office
Nayapalli Civic Centre, IRC Village
Bhubaneswar- 751015

Dear Sir,

Construction of Meeting Hall in Ground Floor of Office at Ankur 2/1, Nayapalli, Civic Centre, IRC Village, Bhubaneswar, Odisha, 751015.

Having examined the tender document and price bid relating to the works specified in the Memorandum hereinafter set out, 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, at the rates mentioned in the Price Bid and in accordance in all respects of the tender 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 | Construction of Meeting Hall in Ground Floor of Office at Ankur 2/1, Nayapalli, Civic Centre, IRC Village, Bhubaneswar, Odisha, 751015. |
| b) Earnest Money | ₹40,000.00 (Rupees Forty Thousand only) |
| c) Time allowed for completion of work | 60 days |
| d) Percentage, if any, to be deducted from bills towards IT, GST, etc. | As per Government Notifications |
| e) Retention Money Deposit (RMD) | 3% from every R. A. Bill/ Project Cost/ Work Order Amount |

We understand that the time for completion shown above shall be reckoned from the date of issue of the 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 the tender 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 tender conditions.
The EMD will not bear any interest.

Details of the Firm/ Company/ Individual

a. Name of our firm / Company / Individual

b. Address of our firm / Company/ Individual

c. Telephone No.:

Mobile No.

d. E-mail address

e. Our Bankers are:

Sl. No	Name of Bank and Branch	A/c No.	Nature of A/c. (SB/CA/ CC (OD)	IFSC No.
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 with stamp

PRE-QUALIFICATION CRITERIA

Service wise Minimum Eligibility Criteria for pre-qualification of tenderers is as follows:

1. The Bidding Firm/Company:-

- a. Should have relevant experience in the renovation of projects as an organization in which bidder is quoting
- b. Should have an experience of similar works during the last 07 years individually in which bidder is quoting.
- c. Annual turnover during each of the last 3 years should not be less than **₹6,00,000/-**.
- d. Should have successfully completed or currently providing services in last 07 Years, in the respective field individually, in which bidder is participating, for government buildings, Banks/FIs premises, reputed private organizations etc:
 - i. **three similar works** whose value is not less **40% each** of the estimated cost of the work i.e., **₹ 8.00 lakh** or
 - ii. **two similar works** whose value is not less than **50% each** of the estimated cost of the work i.e., **₹ 10.00 lakh** or
 - iii. **one similar work** whose value is not less than **80%** of the estimated cost of the work i.e., **₹ 16.00 lakh**.

2. The work orders and work completion certificates issued by the client institutions may be submitted in this respect.

3. The tenderers should have applicable Tax registrations (GST, PAN).

4. Tenderers should have a current/savings bank account with a scheduled commercial bank.

5. NABARD reserves the right to verify any or all the documents furnished by the Tenderers with any authorities. NABARD also reserves the right to cancel any or all the applications without assigning any reason thereof.

6. Intending applicants are required to furnish details about their firm/organization, experience, competence etc. as indicated in the form of TENDER. Failing which shall lead to cancellation of application of Tenderer.

7. While deciding upon the selection of Tenderers, emphasis will be given on the ability and competence to do good quality work in accordance with the specifications and within the time schedule.

8. The application form should be signed by a person on behalf of the Firm/Organization, who is duly authorized to do so.

9. If the space in the application form is insufficient for furnishing full details, such information may be supplemented on a separate sheet of paper duly signed and sealed

10. Applications containing false or inadequate information are liable for rejection and Bank reserves the right to blacklist those agencies. Any agency blacklisted /debarred by NABARD will be ineligible to participate in the tendering process.

Signature, Seal and Stamp of tenderer

INSTRUCTIONS TO THE BIDDERS

1. Intending contractors are required to submit their profile by giving details in the enclosed proforma about their organisation, experience, professional personnel in their organisation, competence, etc.
2. The tenders shall be digitally signed by the person/persons on behalf of the organization having necessary Authorisation/Power of Attorney to do so. Each page of the application shall be digitally signed. (Copy of Power of Attorney/Memorandum of Association shall be furnished along with application).
3. If the space in the pro forma is insufficient for furnishing full details, such information shall be supplemented on separate sheets of paper stating therein the part of the pro forma and serial number. Separate sheets shall be used for each part of application, if required.
4. While filling up the tenders with regard to the list of important assignments completed or on hand, the contractors shall only include major assignments having agreement / completion value of 40% of estimated cost and above. The copies of the bill raised may be enclosed for assessment and verifications in this regard.
5. The contractor must have qualified and experienced professionals in the respective discipline.
6. The applicant must have successfully completed the work according to the eligibility criteria mentioned.
7. The contractor shall deposit Earnest Money Deposit for an amount of **₹40,000.00** (Rupees Forty Thousand Only) through NEFT/RTGS into our Bank Account as given below:

Payee Name	:	NABARD
Current Account No	:	NABADMN05
Name of the Bank	:	NABARD
IFSC Code	:	NBRD0000002

Note: UTR number is to be indicated for payment made through NEFT/RTGS

8. In case of successful bidder, the EMD will be retained with NABARD, which will form part of the Security Deposit (SD) and will be refunded after successful completion of works. In case of unsuccessful bidders, the EMD will be refunded only on award of Contract to the successful bidder. The EMD / SD will not bear any interest. If the bidder withdraws his tender before expiry of the validity period of the tender or if the Contractor fails to execute / complete the works satisfactorily, NABARD reserves the right to forfeit the EMD / SD. Any tender not accompanied by the EMD will be rejected.
9. The rates for each item as per scope of work shall be quoted by the applicant in the **Price bid to be submitted separately as Part-2.**
10. Financial bids of only those contractors qualified in the Technical bid will be opened for selection of contractor.
11. The Tender is strictly on Item Rate basis.

12. All the pages of the Tender Document shall be digitally signed and duly stamped by the Tenderer.
13. NABARD takes no responsibility for delay / loss in post or non-receipt of Tender Documents.
14. Bids submitted by unauthorized agents and fax bids shall not be entertained/considered.
15. Tenderers are advised to visit the **site at their cost, conduct survey of existing conditions so as to familiarize themselves with the site conditions, nature of works etc.** and get all clarifications as necessary from NABARD before quoting the rates.
16. Rates should include for removal of debris out of premises to the safe limit, removing stains, cleaning the site thoroughly and unless the same is done to the satisfaction of the NABARD's Engineer/ representative, the Bill will not be accepted.
17. The Contractor shall make necessary arrangement for watch and ward of his materials, tools, machines, Scaffolding & Retrofitting/Repairs etc. stored for the execution of the work at his own risk and cost and NABARD will not be responsible on any account.
18. The Tenderers should quote their rates strictly adhering to Terms and Conditions stipulated in the Tender Document. Unsolicited correspondence after opening of the Tender shall not be entertained. Conditional / deviational tenders may be rejected without making any reference to the Tenderers.
19. No Tenderer will be allowed to withdraw his Tender during the validity period. Subletting of the Contract is not permitted.
20. Rates should be filled in the Tender neatly and as far as possible, no correction shall be made. The rates quoted should be written legibly in words and figures. If on check, differences are observed 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 which corresponds to the amounts worked out by the Contractor 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 rate quoted by the Contractor 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.

DISCLAIMER

The information contained in this Tender Document or information provided subsequently to bidder(s) or applicants whether verbally or in documentary form by or on behalf of National Bank for Agriculture & Rural Development (NABARD), Odisha Regional Office, Bhubaneswar is provided to the bidder(s) on the terms and conditions set out in this Tender Document and all other terms and conditions subject to which such information is provided.

2 This Tender Document is neither an agreement and nor an offer and its only invitation to bid by NABARD, Odisha RO, Bhubaneswar to any party other than the applicants who are qualified to submit the bids (“bidders”). The purpose of this Tender Document is to provide the bidder(s) with information to assist them in formulation of their proposals. This Tender Document does not claim to contain all the information each bidder may require. Each bidder should conduct its own investigations and analysis regarding any information contained in the Tender Document and the meaning and impact of that information and should check the accuracy, reliability and completeness of the information in this Tender Document and where necessary obtain independent advice. National Bank for Agriculture & Rural Development, Odisha RO Bhubaneswar makes no representation or warranty, express or implied, and shall incur no liability under any law, statute rules or regulations as to the accuracy, reliability or completeness of this Tender Document. NABARD may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Tender Document.

3 This Tender Document has been prepared solely for the purpose of enabling NABARD in defining the requirements for engaging the Contractor for execution of **Construction of Meeting Hall in Ground Floor of Office at Ankur 2/1, Nayapalli, Civic Centre, IRC Village, Bhubaneswar, Odisha, 751015** as mentioned in the Scope of Work.

4 The Tender Document is not a recommendation, offer or invitation to enter into a contract, agreement or any other arrangement in respect of the services. The provision of the services is subject to observance of selection process and appropriate documentation being agreed between NABARD and any successful Bidder as identified by NABARD after completion of the selection process.

Signature, Seal and Stamp of tenderer

DEFINITION OF TERMS

In this CONTRACT (as here-in-after defined) the following words and expressions shall have the meanings hereby assigned to them except where the context otherwise required.

1. The **EMPLOYER** means National Bank for Agriculture and Rural Development (NABARD).
2. The **CONTRACTOR** means the person or the persons, firm or Company or corporation whose tender has been accepted by the EMPLOYER and includes the CONTRACTOR's Legal Representatives his successors and permitted assigns.
3. The **WORK** shall mean and include all items and things to be supplied/ done and services and activities to be performed by the CONTRACTOR in pursuant to and in accordance with CONTRACT or part thereof as the case may be and shall include all extra, additional, altered or substituted works as required for purpose of the CONTRACT.
4. The **PERMANENT WORK** means and includes works which will be incorporated in and form a part of the work to be handed over to the EMPLOYER by the CONTRACTOR on completion of the CONTRACT.
5. The **CONSTRUCTION EQUIPMENT** means all appliances/equipment and things whatsoever nature for the use in or for the execution, completion, operation, or maintenance of the work or temporary works (as hereinafter defined) but does not include materials or other things intended to form or to be incorporated into the WORK, or camping facilities.
6. The **CONTRACT DOCUMENTS** means collectively the Tender Documents, Designs, Drawings, Specification, Schedule of Quantities and Rates, Letter of Acceptance and agreed variations if any, and such other documents constituting the tender and acceptance thereof.
7. The **SUB-CONTRACTOR** means any person or firm or Company (other than the CONTRACTOR) to whom any part of the work has been entrusted by the CONTRACTOR, with the written consent of the NABARD REPRESENTATIVE, and the legal representatives, successors and permitted assigns of such person, firm or company.
8. The **CONTRACT** shall mean the Agreement between the EMPLOYER and the CONTRACTOR for the execution of the works including all contract documents therein.
9. The **SPECIFICATIONS** shall mean all directions to various technical specifications, provisions attached and referred to the Tender Documents which pertain to the method and manner of performing the work or works to the quantities and qualities of the work or works and the materials to be furnished under the CONTRACT for the

work or works, as may be amplified or modified by the NABARD or Nabard Representative during the performance of CONTRACT in order to provide the unforeseen conditions or in the best interests of the work or works. It shall also include the latest edition of relevant Standard Specifications including all addenda/corrigenda published before entering into CONTRACT.

10. The **DRAWINGS** shall include maps, plans and tracings or prints or sketches thereof with any modifications approved in writing by the Engineer- in-Charge and such other drawing as may, from time to time, be furnished or approved in writing by the Nabard Representative.
11. The **TENDER** means the proposal along with supporting documents submitted by the CONTRACTOR for consideration by the EMPLOYER.
12. The **CHANGE ORDER** means an order given in writing by the ENGINEER-in-CHARGE to effect additions to or deletion from and alteration in the works.
13. The **COMPLETION CERTIFICATE** shall mean the certificate to be issued by the Nabard Representative when the works have been completed entirely in accordance with the CONTRACT DOCUMENT to his satisfaction.
14. The **FINAL CERTIFICATE** in relation to a work means the certificate regarding the satisfactory compliance of various provisions of the CONTRACT by the CONTRACTOR issued by the Nabard Representative/EMPLOYER after the period of liability is over.
15. The **DEFECT LIABILITY PERIOD** in relation to a work means the specified period from the date of COMPLETION CERTIFICATE up to the date of issue of FINAL CERTIFICATE during which the CONTRACTOR stands responsible for rectifying all defects that may appear in the works executed by the CONTRACTOR in pursuance of the CONTRACT and includes warranties against Manufacturing/Fabrication/Erection/Construction defects covering all materials plants, equipment, components, and the like supplied by the CONTRACTOR, works executed against workmanship defects.
16. The **APPOINTING AUTHORITY** for the purpose of arbitration shall be the CHAIRMAN of NABARD or any other person so designated by the CHAIRMAN of NABARD.
17. The **TEMPORARY WORKS** shall mean all temporary works of every kind required in or about the execution, completion or maintenance of works.
18. The **PLANS** shall mean all maps, sketches and layouts as are incorporated in the CONTRACT in order to define broadly the scope and specifications of the work or works, and all reproductions thereof.
19. The **SITE** shall mean the lands and other places on, under, in or through which the permanent works are to be carried out and any other lands or places provided by the EMPLOYER for the purpose of the CONTRACT.
20. The **NOTICE IN WRITING OR WRITTEN NOTICE** shall mean a notice inwritten, typed or printed characters sent (unless delivered personally or otherwise proved to have been received by the addressee) by registered post to the latest known private or business address or registered office of the addressee and shall be deemed to have been received in the ordinary course of post it would have been delivered.

21. **APPROVED** shall mean approved in writing including subsequent written confirmation of previous verbal approval and "APPROVAL" means approval in writing including as aforesaid.
22. The **LETTER OF INTENT** shall mean intimation by a Letter to Tenderer(s) that the tender has been accepted in accordance with the provisions contained in the letter.
23. **DAY** means a day of 24 hours from midnight to midnight irrespective of the number of hours worked in that day.
24. **WORKING DAY** means any day which is not declared to be holiday or rest day by the EMPLOYER.
25. **WEEK** means a period of any consecutive seven days.
26. **METRIC SYSTEM** - All technical documents regarding the construction of works are given in the metric system and all work in the project should be carried out according to the metric system. All documents concerning the work shall also be maintained in the metric system.
27. **VALUE OF CONTRACT** or **TOTAL CONTRACT PRICE** shall mean the sum accepted or the sum calculated in accordance with the prices accepted in tender and/or the CONTRACT rates as payable to the CONTRACTOR for the entire execution and full completion of the work, including change order.
28. **LANGUAGE FOR DRAWINGS AND INSTRUCTION** - All the drawings, titles, notes, instruction, dimensions, etc. shall be in English Language.
29. **MOBILIZATION** shall mean establishment of sufficiently adequate infrastructure by the CONTRACTOR at "SITE" comprising of construction equipment, aids, tools tackles including setting of site offices with facilities such as power, water, communication etc. establishing manpower organization comprising of Resident Engineers, Supervising personnel and an adequate strength of skilled, semi-skilled and un-skilled workers, who with the so established infrastructure shall be in a position to commence execution of work at site(s), in accordance with the agreed Time Schedule of Completion of Work. MOBILIZATION shall be considered to have been achieved, if the CONTRACTOR is able to establish infrastructure as per Time Schedule, where so warranted in accordance with agreed schedule of work implementation to the satisfaction of Nabard Representative/ EMPLOYER.

General Instructions to the Contractors

1. The quantities indicated in the BOQ are only tentative and shall be executed only at the sole discretion of NABARD.
2. The Drawings attached are indicative and only for a fair idea of the bidder. After the demolition, NABARD/Architect may do a reorientation/ re alignment of the components like Sanitary fittings and fixtures, Accessories, CP fittings, Electrical and Electronic components. Although the numbers, quality and models of the components shall remain same.
3. Quoted rates should be workable and reasonable and should include incidental and all overheads and profits. **The contractor should furnish Rate Analysis for scrutiny of the rates by NABARD, if required.**
4. Rates should include all Taxes, Duties, Octroi, Levies, Wages as per Act, etc. including Works Contract Tax and Service Tax, and should be firm for the entire Contract period. No escalation of rates will be allowed for the entire contract period on any account.
5. All the materials shall comply with the specifications and model numbers mentioned in the BoQ.
6. Any generic item like cement sand steel etc. shall also be conforming to the Architect's approval. Method of Measurements shall be as agreed and share by the Architect/Nabard Representative on the site. However, in the absence of the same and / or in case of any discrepancy, the decision of Architect and NABARD jointly and the same will be considered final.
7. Any items not covered in the Schedule of Quantities of the Contract Document shall be paid at the rates as per Rate Analysis based on the market prices supported by documentary proof with 15% towards Contractor's OHP plus Works Contract Tax and Service Tax, as applicable. The Rate Analysis shall be submitted by the Contractor for scrutiny and approval of NABARD.
8. Specifications and Method of Measurements shall be followed as applicable. However, in the absence of the same and / or in case of any discrepancy, the decision of NABARD will be final.
9. Income Tax, Service Tax, Works Contract Tax and other taxes as applicable will be deducted from total payment due to the Contractor.
10. The Contractor should have valid License relating to his Contract and the workmen employed by the Contractor should also have the valid License and experience in their trade.
11. The Contractor should arrange to obtain necessary insurance cover (Workmen Compensation Policy) for his employees at his cost and should be responsible for the safety of persons, employed by him.
12. All the Standard Conditions of the Contract shall be binding on the parties as per Indian Contract Act and prevailing Rules.
13. The entire work is required to be completed as specified in the tender.
14. The Contractor shall comply with the provisions of Contract, Labour (Regulation & Abolition) Act, 1970, Minimum Wages Act and all other Labour Laws and other Statutory Regulations (both Central and State) that may be enforced from time to time by the appropriate authorities. NABARD shall not be held responsible for any penalty

on failure of the any Labour Regulations. NABARD shall have the power to inspect the Wage Register and for physical verification of salary paid to the staff with reference to any records of the Contractor and to insist the Contractor to comply with Laws.

15. The Contractor should be responsible to fulfil all the obligations in connection with the workers employed by the Contractor for the purpose of the Contract and all the Statutory and other liabilities, if any, including minimum wages, leave salary, uniform, ex-gratia, gratuity, ESI, Provident Fund, Workman Compensation, if any, etc. in connection therewith shall be on the Contractor's account and payable by the Contractor.
16. The Contractor should obtain necessary permission that may be required for the purpose of this Contract from such authorities as may be prescribed by Law from time to time.
17. The Contractor or his authorized representative should visit the site frequently as required by NABARD and meet NABARD's Engineer with prior appointment for any clarifications and to receive instructions, take measurements, etc. at the site.
18. **The contractor should engage a qualified and experienced technical personnel in respective Engineering fields to supervise the work on daily basis as per the instructions of the Bank's Engineer/Official.** The supervisor shall maintain daily log book for the work done at site and the labour deployed.
19. The Contractor shall be fully responsible and shall obtain a suitable Insurance cover in respect of any damage to men or material, injury / damage or death as the case may be, caused directly or indirectly during the execution of works by the Contractor. A copy of such insurance shall be submitted to NABARD. The decision of NABARD in this regard shall be final and binding.
20. The contractor shall indemnify the Employer against any losses as per format given at **Annexure-A.**
21. Any act of indiscipline / misconduct / theft / pilferage on the part of any employee engaged by the Contractor resulting in any loss to NABARD in kind or cash will be viewed seriously and NABARD will have the right to claim damages or levy fine and / or terminate the Contract forthwith, if necessary.
22. In case of any default or failure on Contractor's part to comply with all / any one of the Terms / Conditions, NABARD reserves to itself the right to take necessary steps to remedy the situation including, inter-alia, the deduction of appropriate amount/ s from dues otherwise payable to Contractor and / or by taking recourse to appropriate recovery proceedings.
23. If any dispute arises on any matter concerning this Contract, the decision of NABARD shall be final and binding.
24. The Contractor should not at any time do, cause or permit any nuisance on the site / do anything which shall cause unnecessary disturbances or inconvenience to the occupants/visitors at site or near the site of work.
25. The contractor by his own expenses and risk shall shift furniture, wall pictures/frames, clocks, other fixtures etc., if any, in the area of work carefully and without any damage to a convenient place under intimation to the Bank for the convenience of work and shall reinstall the same in old place after completion of work.
26. The work should be carried out with least inconvenience to the occupants. The workmen employed by the Contractor should abide by the Rules and Regulations

maintained by NABARD in the premises, especially in respect of working hours, entry of the workers to the premises, interpersonal relation with the occupants etc.

27. The Contractor should obtain approvals, if any, necessary for carrying out the work, from the statutory bodies on behalf of NABARD. However, NABARD may assist the Contractor in respect of any liaison with the Municipal or any other authority for necessary approval / permission with regard to the construction / maintenance works. The fees and other statutory charges, if any, will be reimbursed to the Contractor based on the original receipts produced to NABARD.
28. The Contract can be terminated by NABARD on 15 days notice if services are found to be unsatisfactory and if there is no improvement in even after issue of three notices to the contractor.
29. On-site storage space will be provided to the Contractor subject to availability. However, the Contractor may erect temporary sheds for storage purposes at his cost with the permission of NABARD. NABARD will not be responsible for Contractor's materials. The Contractor may be required to vacate the storage space and sheds as per exigency without any extra cost to NABARD.
30. **Performance of Work:** The Contractor shall provide everything necessary for the proper execution of the works. All the Works shall be executed in strict conformity with the provisions of the CONTRACT Documents and with such explanatory detailed drawings, specification and instructions as may be furnished from time to time to the CONTRACTOR by the NABARD Representative/NABARD whether mentioned in the CONTRACT or not. The CONTRACTOR shall be responsible for ensuring that works throughout are executed in the most substantial, proper and workmanlike manner with the quality of material and workmanship in strict accordance with the SPECIFICATIONS and to the entire satisfaction of the ENGINEER-in-CHARGE/NABARD. The CONTRACTOR shall provide all necessary materials equipment labour etc. for execution and maintenance of WORK till completion unless otherwise mentioned in the CONTRACT.
31. **Coordination and Inspection of Work:** The coordination and inspection of the day-to-day work under the CONTRACT shall be the responsibility of the ENGINEER-in-CHARGE. The written instruction regarding any particular job will normally be passed by the Nabard Representative or his authorized representative. A work order book will be maintained by the CONTRACTOR for each sector in which the aforesaid written instructions will be entered. These will be signed by the CONTRACTOR or his authorized representative by way of acknowledgement within 12 hours.
32. **Works in monsoon and dewatering:** Unless otherwise specified elsewhere in the tender, the execution of the WORK may entail working in the monsoon also. The CONTRACTOR must maintain a minimum labour force as may be required for the job and plan and execute the construction and erection according to the prescribed schedule. No extra rate will be considered for such work in monsoon. During monsoon and other period, it shall be the responsibility of the CONTRACTOR to keep the construction work site free from water at his own cost.
33. **Work on Sundays and holidays:** For carrying out Work on Sundays and Holidays, the CONTRACTOR will approach the Nabard Representative/NABARD or his representative at least two days in advance and obtain permission in writing. The CONTRACTOR shall observe all labour laws and other statutory rules and regulations in force. In case of any violations of such laws, rules and regulations, consequence if any, including the cost thereto shall be exclusively borne by the CONTRACTOR and

the EMPLOYER shall have no liability whatsoever on this account.

34. Alterations in specifications, design and extra works: The WORK covered under this CONTRACT having to be executed by the CONTRACTOR on a lump sum firm price/item rate quoted by him, the EMPLOYER will not accept any proposals for changes in VALUE OF CONTRACT or extension in time on account of any such changes which may arise to the CONTRACTOR's scope of WORK as a result of detailed Engineering and thereafter during the execution of WORK. The only exception to this will be a case where the EMPLOYER requests in writing to the CONTRACTOR to upgrade the SPECIFICATIONS or the size of any major pieces of equipment, plant or machinery beyond what is normally required to meet the scope of WORK as defined in the CONTRACT DOCUMENT. In such cases, a change order will be initialled by the CONTRACTOR at the appropriate time for the EMPLOYER's prior approval giving the full back-up data for their review and for final settlement of any impact on price within 30 (thirty) days thereafter. The Nabard Representative shall have to make any alterations in, omission from, additions to or substitutions for, the Schedule of Rates, the original specifications, drawings, designs and instructions that may appear to him to be necessary or advisable during the progress of the WORK and the CONTRACTOR shall be bound to carry out the such altered/ extra/ new items of WORK in accordance with any instructions which may be given to him in writing signed by the ENGINEER-IN- CHARGE, and such alterations, omissions, additions or substitutions shall not invalidate the CONTRACT and any altered, additional or substituted work which the CONTRACTOR may be directed to do in the manner above specified as part of the WORK shall be carried out by the CONTRACTOR on the same conditions in all respects on which he agreed to do the main WORK. The time of completion of WORK may be extended for the part of the particular job at the discretion of the ENGINEER-in- CHARGE and NABARD, for only such alterations, additions or substitutions of the WORK, as he may consider as just and reasonable. The rates for such additional, altered or substituted WORK under this clause shall be worked out in accordance with the following provisions:-

- i. If the rates for the additional, altered or substituted WORK are specified in the CONTRACT for the WORK, the CONTRACTOR is bound to carry on the additional, altered or substituted WORK at the same rates as are specified in the CONTRACT.
- ii. If the rates for the additional, altered or substituted WORK are not specifically provided in the CONTRACT for the WORK, the rates will be derived from the rates for similar class of WORK as are specified in the CONTRACT for the WORK. The opinion of the Nabard Representative, as to whether or not the rates can be reasonably so derived from the items in this CONTRACT will be final and binding on the CONTRACTOR.
- iii. If the rates for the altered, additional or substituted WORK cannot be determined in the manner specified in sub-clause(s) and (b) above, then the CONTRACTOR shall, within 7 days of the date of receipt of order to carry out the WORK, inform the Nabard Representative of the rates which it is his intention to charge for such class of WORK, supported by analysis of the rate or rates claimed, and the Nabard Representative shall determine the rate or rates on the basis of the prevailing market rates, labor cost at schedule of labor rates plus 10% to cover contractor's supervision, overheads and profit and pay the CONTRACTOR accordingly. The opinion of the Nabard Representative as to current market rates of materials and the quantum of labor involved per unit of measurement will be final and binding on the CONTRACTOR.
- iv. Where the item of work will be executed through nominated specialist agency as

approved by the Nabard Representative, then the actual amount paid to such nominated agency supported by documentary evidence and as certified by Nabard Representative shall be considered plus 10% (ten percent) to cover all contingencies, overhead, profits to arrive at the rates.

35. **Discrepancies between instructions:** Should any discrepancy occur between the various instructions furnished to the CONTRACTOR, his agent or staff or any doubt arises as to the meaning of any such instructions or should there be any misunderstanding between the CONTRACTOR's staff and the ENGINEER-in-CHARGE's staff, the CONTRACTOR shall refer the matter immediately in writing to the Nabard Representative whose decision thereon shall be final and conclusive and no claim for losses alleged to have been caused by such discrepancies between instructions, doubts, or misunderstanding shall in any event be admissible.
36. **Action where no specification is issued:** In case of any class of WORK for which there is no SPECIFICATION supplied by the EMPLOYER as mentioned in the Tender Documents such WORK shall be carried out in accordance with Indian Standard Specifications and if the Indian Standard Specifications do not cover the same, the WORK should be carried out as per standard Engineering Practice subject to the approval of the Nabard Representative.
37. **Inspection of works:** The Nabard Representative will have full power and authority to inspect the WORK at any time wherever in progress either on the SITE or at the CONTRACTOR's premises/workshops wherever situated, premises/ workshopsof any person, firm or corporation where WORK in connection with the CONTRACT may be in hand or where materials are being or are to be supplied, and the CONTRACTOR shall afford or procure for the Nabard Representative every facility and assistance to carry out such inspection. The CONTRACTOR shall, at all time during the usual working hours and at all other time at which reasonable notice of theintention of the Nabard Representative or his representative to visit the WORK shallhave been given to the CONTRACTOR, either himself be present or receive orders andinstructions, or have a responsible agent duly accredited in writing, present for the purpose. Orders given to the CONTRACTOR's agent shall be considered to have the same force as if they had been given to the CONTRACTOR himself. The CONTRACTOR shall give not less than seven day notice in writing to the Nabard Representative before covering up or otherwise placing beyond reach of inspection and measurementof any work in order that the same may be inspected and measured. In the event of breach of above the same shall be uncovered at CONTRACTOR's expense for carryingout such measurement or inspection. The CONTRACTOR is to provide at all time during the progress of the WORK and the maintenance period, proper means of accesswith ladders, gangways etc. and the necessary attendance to move and adopt as directed for inspection or measurements of the WORK by the ENGINEER-in- CHARGE. The CONTRACTOR shall make available to the Nabard Representative free of cost all necessary instruments and assistance in checking or setting out of WORK and in the checking of any WORK made by the CONTRACTOR for the purposeof setting out and taking measurements of WORK. The Nabard Representative shall have the right to take possession of or use any completed or partially completed WORKor part of the WORK. Such possession or use shall not be deemed to be an acceptanceof any work completed in accordance with the CONTRACT agreement. If such prior possession or use by the Nabard Representative delays the progress of WORK, equitable adjustment in the time of completion will be made and the CONTRACT agreement shall be deemed to be modified accordingly.

38. **Limitation of Liability:** Notwithstanding anything contrary contained herein, the aggregate total liability of CONTRACTOR under the Agreement or otherwise shall be limited to 100% of Agreement / Contract Value. However, neither party shall be liable to the other party for any indirect and consequential damages, loss of profits or loss of production.
39. **Care of works:** From the commencement to completion of the WORK, the CONTRACTOR shall take full responsibility for the care of all works including all temporary works and in case any damages, loss or injury shall happen to the WORK or to any part thereof or to any temporary works from any cause whatsoever, shall at his own cost repair and make good the same so that at completion the WORK shall be in good order and in conformity in every respects with the requirement of the CONTRACT and the Nabard Representative's instructions.
40. **Defects Prior to Taking Over:** If at any time, before the WORK is taken over, the NABARD Representative shall:
- i. Decide that any works done or materials used by the CONTRACTOR or by any SUBCONTRACTOR is defective or not in accordance with the CONTRACT, or that the works or any portion thereof are defective, or do not fulfil the requirements of CONTRACT (all such matters being hereinafter, called 'Defects' in this clause), and as soon as reasonably practicable, gives to the CONTRACTOR notice in writing of the said decision, specifying particulars of the defects alleged to exist or to have occurred, then the CONTRACTOR shall at his own expenses and with all speed make good the defects so specified.
 - ii. In case CONTRACTOR shall fail to do so, the EMPLOYER may take, at the cost of the CONTRACTOR, such steps as may in all circumstances, be reasonable to make good such defects. The expenditure so incurred by the EMPLOYER will be recovered from the amount due to the CONTRACTOR. The decision of the Nabard Representative with regard to the amount to be recovered from the CONTRACTOR will be final and binding on the CONTRACTOR. As soon as the WORK has been completed in accordance with the CONTRACT and have passed the tests on completion, the Nabard Representative shall issue a certificate(hereinafter called Completion Certificate) in which he shall certify the date on which the WORK have been so completed and have passed the said tests and the EMPLOYER shall be deemed to have taken over the WORK on the date so certified.If the WORK has been divided into various groups in the CONTRACT, the EMPLOYER shall be entitled to take over any group or groups before the other or others and there upon the Nabard Representative shall issue a CompletionCertificate which will, however, be for such group or groups so taken over only.
41. **Defects After Taking Over:** In order that the CONTRACTOR could obtain a COMPLETION CERTIFICATE he shall make good, with all possible speed, any defect arising from the defective materials supplied by the CONTRACTOR or workmanship or any act or omission of the CONTRACT or that may have been noticed or developed, after the works or groups of the works has been taken over, the period allowed for carrying out such WORK will be normally one month. If any defect be not remedied within a reasonable time, the EMPLOYER may proceed to do the WORK at CONTRACTOR's risk and expense and deduct from the final bill such amount as may be decided by the EMPLOYER. If by reason of any default on the part of the CONTRACTOR a COMPLETION CERTIFICATE has not been issued in respect of any portion of the WORK within one month after the date fixed by the CONTRACT for the completion of the WORK, the EMPLOYER shall be at liberty to use the WORK or any

portion thereof in respect of which a completion certificate has not been issued, provided that the WORK or the portion thereof so used as aforesaid shall be afforded reasonable opportunity for completing these works for the issue of Completion Certificate.

42. **Indemnity:** If any action is brought before a Court, Tribunal or any other Authority against the Employer or an officer or agent of the EMPLOYER, for the failure, omission or neglect on the part of the CONTRACTOR to perform any acts, matters, covenants or things under the CONTRACT, or damage or injury caused by the alleged omission or negligence on the part of the CONTRACTOR, his agents, representatives or his SUBCONTRACTOR's, or in connection with any claim based on lawful demands of SUBCONTRACTOR's workmen suppliers or employees, the CONTRACTOR, shall in such cases indemnify and keep the EMPLOYER and/or their representatives harmless from all losses, damages, expenses or decrees arising out of such action.
43. **Construction aids, equipment, tools and tackles:** CONTRACTOR shall be solely responsible for making available for executing the WORK, all requisite CONSTRUCTION EQUIPMENTS, Special Aids, Barges, Cranes and the like, all Tools, Tackles and Testing Equipment and Appliances, including imports of such equipment etc. as required. In case of import of the same the rates applicable for levying of Custom Duty on such Equipment, Tools, & Tackles and the duty drawback applicable thereon shall be ascertained by the CONTRACTOR from the concerned authorities of Government of India. It shall be clearly understood that EMPLOYER shall not in any way be responsible for arranging to obtain Custom Clearance and/or payment of any duties and/or duty draw backs etc. for such equipment so imported by the CONTRACTOR and the CONTRACTOR shall be fully responsible for all taxes, duties and documentation with regard to the same. Tenderer in his own interest may contact, for any clarifications in the matter, concerned agencies/Dept./Ministries of Govt. of India. All clarifications so obtained and interpretations thereof shall be solely the responsibility of the CONTRACTOR.
44. **Schedule of Rates and Payments:**
- i. **CONTRACTOR's Remuneration:** The price to be paid by the EMPLOYER to CONTRACTOR for the whole of the WORK to be done and for the performance of all the obligations undertaken by the CONTRACTOR under the CONTRACT DOCUMENTS shall be ascertained by the application of the respective Schedule of Rates (the inclusive nature of which is more particularly defined by way of application but not of limitation, with the succeeding sub-clause of this clause) and payment to be made accordingly for the WORK actually executed and approved by the Nabard Representative. The sum so ascertained shall (except only as and to the extent expressly provided herein) constitute the sole and inclusive remuneration of the CONTRACTOR under the CONTRACT and no further or other payment whatsoever shall be or become due or payable to the CONTRACTOR under the CONTRACT.
 - ii. **Schedule of Rates to be Inclusive:** The prices/rates quoted by the CONTRACTOR shall remain firm till the issue of FINAL CERTIFICATE and shall not be subject to escalation. Schedule of Rates shall be deemed to include and cover all costs, expenses and liabilities of every description and all risks of every kind to be taken in executing, completing and handing over the WORK to the EMPLOYER by the CONTRACTOR. The CONTRACTOR shall be deemed to have known the nature, scope, magnitude and the extent of the WORK and materials required though the CONTRACT DOCUMENT may not fully and precisely furnish them.

Bidders shall make such provision in the Schedule of Rates as he may consider necessary to cover the cost of such items of WORK and materials as may be reasonable and necessary to complete the WORK. The opinion of the ENGINEER-in-CHARGE as to the items of WORK which are necessary and reasonable for COMPLETION OF WORK shall be final and binding on the CONTRACTOR, although the same may not be shown on or described specifically in CONTRACT DOCUMENTS.

- iii. Generality of this present provision shall not be deemed to cut down or limit in any way because in certain cases it may and in other cases it may not be expressly stated that the CONTRACTOR shall do or perform a work or supply articles or perform services at his own cost or without addition of payment or without extra charge or words to the same effect or that it may be stated or not stated that the same are included in and covered by the Schedule of Rates.
- iv. **Schedule of Rates to Cover Construction Equipment, Materials, Labour etc:** Without in any way limiting the provisions of the preceding sub-clause, the Schedule of Rates shall be deemed to include and cover the cost of all construction equipment, temporary WORK (except as provided for herein), pumps, materials, labour, insurance, fuel, consumables, stores and appliances to be supplied by the CONTRACTOR and all other matters in connection with each item in the Schedule of Rates and the execution of the WORK or any portion thereof finished, complete in every respect and maintained as shown or described in the CONTRACT DOCUMENTS or as may be ordered in writing during the continuance of the CONTRACT.
- v. **Schedule of Rates to Cover Royalties, Rents and Claims:** The Schedule of Rates (i.e., VALUE OF CONTRACT) shall be deemed to include and cover the cost of all royalties and fees for the articles and processes, protected by letters, patent or otherwise incorporated in or used in connection with the WORK, also all royalties, rents and other payments in connection with obtaining materials of whatsoever kind for the WORK and shall include an indemnity to the EMPLOYER which the CONTRACTOR hereby gives against all actions, proceedings, claims, damages, costs and expenses arising from the incorporation in or use on the WORK of any such articles, processes or materials, octroi or other municipal or local Board Charges, if levied on materials, equipment or machineries to be brought to site for use on WORK shall be borne by the CONTRACTOR.
- vi. **Schedule of Rates to Cover Taxes and Duties:** No exemption or reduction of Customs Duties, Excise Duties, Sales Tax, Sales Tax on works Contract quay or any port dues, transport charges, stamp duties or Central or State Government or local Body or Municipal Taxes or duties, taxes or charges (from or of any other body), whatsoever, will be granted or obtained, all of which expenses shall be deemed to be included in and covered by the Schedule or Rates. The CONTRACTOR shall also obtain and pay for all permits or other privileges necessary to complete the WORK.
- vii. **Schedule of Rates to Cover Risks of Delay:** The Schedule of Rates shall be deemed to include and cover the risk of all possibilities of delay and interference with the CONTRACTOR's conduct of WORK which occur from any causes including orders of the EMPLOYER in the exercise of his power and on account of extension of time granted due to various reasons and for all other possible or probable causes of delay.
- viii. **Schedule of Rates Cannot be altered:** For WORK under unit rate basis, no

alteration will be allowed in the Schedule of Rates by reason of works or any part of them being modified, altered, extended, diminished or committed. The Schedule of Rates are fully inclusive of rates which have been fixed by the CONTRACTOR and agreed to by the EMPLOYER and cannot be altered. Payment for any additional work which is not covered in the Schedule of Rates, shall only be released on issuance of change order.

45. Procedure for measurement and billing of work in progress: Following procedures shall be adopted for billing of works executed by the CONTRACTOR.

- i. All measurements shall be recorded on standard measurement sheets supplied by EMPLOYER and submitted to EMPLOYER/CONSULTANT for scrutiny and passing.
- ii. EMPLOYER/CONSULTANT shall scrutinize and check the measurements recorded on the sheets and shall certify correctness of the same on the measurement sheets.
- iii. Nabard Representative shall pass the bills after carrying out the comprehensive checks in accordance with the terms and conditions of the CONTRACTS, within 7 days of submission of the bills, complete in all respects and send the same to the EMPLOYER to effect payment to the CONTRACTOR.
- iv. NABARD shall make all endeavour to make payments of undisputed amount of the bills submitted based on the joint measurements within 15 (fifteen) working days from the date of certification by the Nabard Representative.
- v. Measurements shall be recorded as per the methods of measurement spelt out in EMPLOYER/CONSULTANT SPECIFICATIONS / CONTRACT DOCUMENT. EMPLOYER/CONSULTANT shall be fully responsible for checking the measurements quantitatively and qualitatively as recorded in the Measurement Books/ Bills.
- vi. While preparing the final bills overall measurements will not be taken again. Only volume of work executed since the last measured bill along with summary of final measurements will be considered for the final bill. However, a detailed check shall be made as to missing measurements and in case there are any missing items or measurements the same shall be recorded.

46. Insurance: CONTRACTOR shall at his own expense arrange secure and maintain insurance with reputable insurance companies to the satisfaction of the EMPLOYER. CONTRACTOR at his cost shall arrange, secure and maintain insurance as may be necessary and to its full value for all such amounts to protect the WORKS in progress from time to time and the interest of EMPLOYER against all risks as detailed herein.

- i. **EMPLOYEES STATE INSURANCE ACT:** The CONTRACTOR agrees to and does hereby accept full and exclusive liability for the compliance with all obligations imposed by the Employee State Insurance Act 1948 and the CONTRACTOR further agrees to defend, indemnify and hold EMPLOYER harmless for any liability or penalty which may be imposed by the Central, State or Local authority by reason of any asserted violation by CONTRACTOR or SUB-CONTRACTOR of the Employees' State Insurance Act, 1948, and also from all claims, suits or proceeding that may be brought against the EMPLOYER arising under, growing out of or by reasons of the work provided for by this CONTRACTOR, by third parties or by Central or State Government authority or any political sub-division thereof.

- ii. The CONTRACTOR agrees to fill in with the **Employee's State Insurance Corporation**, the Declaration Forms, and all forms which may be required in respect of the CONTRACTOR's or SUB-CONTRACTOR's employees, who are employed in the WORK provided for or those covered by ESI from time to time under the Agreement. The CONTRACTOR shall deduct and secure the agreement of the SUB-CONTRACTOR to deduct the employee's contribution as per the first schedule of the Employee's State Insurance Act from wages and affix the Employees Contribution Card at wages payment intervals. The CONTRACTOR shall remit and secure the agreement of SUB-CONTRACTOR to remit to Employee's State Insurance Corporation Account, the Employee's contribution as required by the Act.
- iii. The CONTRACTOR agrees to maintain all cards and Records as required under the Act in respect of employees and payments and the CONTRACTOR shall secure the agreement of the SUB-CONTRACTOR to maintain such records. Any expenses incurred for the contributions, making contributions or maintaining records shall be to the CONTRACTOR's or SUB-CONTRACTOR's account.
- iv. The EMPLOYER shall retain such sum as may be necessary from the total VALUE OF CONTRACT until the CONTRACTOR shall furnish satisfactory proof that all contributions as required by the Employees State Insurance Act, 1948, have been paid. This will be pending on the CONTRACTOR when the ESI Act is extended to the place of work.
- v. **WORKMEN COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE:** Insurance shall be effected for all the CONTRACTOR's employees engaged in the performance of this CONTRACT. If any of the work is sublet, the CONTRACTOR shall require the SUB-CONTRACTOR to provide workman's Compensation and employer's liability insurance for the latter's employees if such employees are not covered under the CONTRACTOR's Insurance.
- vi. **Accident or Injury to Workmen:** The EMPLOYER shall not be liable for or in respect of any damages or compensation payable at law in respect or in consequence of any accident or injury to any workman or other person in the Employment of the CONTRACTOR or any SUB-CONTRACTOR save and except an accident or injury resulting from any act or default of the EMPLOYER, his agents or servants and the CONTRACTOR shall indemnify and keep indemnified the EMPLOYER against all such damages and compensation (save and except and aforesaid) and against all claims, demands, proceeding, costs, charges and expenses, whatsoever in respect or in relation thereto.
- vii. **Comprehensive General Liability Insurance:** This insurance shall protect the Contractor against all claims arising from injuries, disabilities, disease or death of member of public or damage to property of others due to any act or omission on the part of the Contractor, his agents, his employees, his representatives and Sub-Contractor's or from riots, strikes and civil commotion.
- viii. Contractor shall take suitable Group Personal Accident Insurance Cover for taking care of injury, damage or any other risks in respect of his Engineers and other Supervisory staff who are not covered under Employees State Insurance Act.
- ix. The policy shall cover third party liability. The third party (liability shall cover the loss/disablement of human life (person not belonging to the Contractor) and also cover the risk of damage to others materials/ equipment/ properties during construction, erection and commissioning at site. The value of third party liability

for compensation for loss of human life or partial/full disablement shall be of required statutory value but not less than ₹ 2.0 lakhs per death, ₹ 1.5 lakhs per full disablement and ₹1.0 lakh per partial disablement and shall nevertheless cover such compensation as may be awarded by Court by Law in India and cover for damage to others equipment/ property as approved by the Purchaser. However, third party risk shall be maximum to ₹ 10.0 (ten) lakhs to death.

- x. The Contractor shall also arrange suitable insurance to cover damage, loss, accidents, risks etc., in respect of all his plant, equipment and machinery, erection tools & tackles and all other temporary attachments brought by him at site to execute the work.
 - xi. ANY OTHER INSURANCE REQUIRED UNDER LAW OR REGULATIONS OR BY EMPLOYER: CONTRACTOR shall also carry and maintain any and all other insurance(s) which he may be required under any law or regulation from time to time without any extra cost to EMPLOYER. He shall also carry and maintain any other insurance which may be required by the EMPLOYER.
 - xii. CONTRACTOR shall be responsible for making good to the satisfaction of the EMPLOYER any loss or any damage to structures and properties belonging to the EMPLOYER or being executed or procured or being procured by the EMPLOYER or of other agencies within in the premises of all the work of the EMPLOYER, if such loss or damage is due to fault and/or the negligence or wilful acts or omission of the CONTRACTOR, his employees, agents, representatives or sub-contractors.
 - xiii. The CONTRACTOR shall indemnify and keep the EMPLOYER harmless of all claims for damages to property other than EMPLOYER's property arising under or by reason of this agreement, if such claims result from the fault and/or negligence or wilful acts or omission of the CONTRACTOR, his employees, agents, representative of SUB-CONTRACTOR.
 - xiv. **PAYMENT OF CLAIMS AND DAMAGES:** Should the EMPLOYER have to pay any money in respect of such claims or demands as aforesaid the amount so paid and the costs incurred by the EMPLOYER shall be charged to and paid by the CONTRACTOR and the CONTRACTOR shall not be at liberty to dispute or question the right of the EMPLOYER to make such payments notwithstanding the same, may have been made without the consent or authority or in law or otherwise to the contrary.
47. The Contractor shall not directly or indirectly transfer, assign or sublet the Contract or any part of it, without written permission of NABARD.
48. Any defect which may appear within the **Defect Liability Period** after the Virtual completion of work should be rectified by the Contractor at his cost and only thereafter the Security Deposit will be refunded to the Contractor. The Contractor will have to execute a Performance Undertaking on non-judicial stamp paper after the virtual completion of work.
49. The Earnest Money Deposit (EMD)/ Security Deposit (SD) will not bear any interest. If the Tenderer withdraws his Tender before expiry of the validity period of the Tender or if the Contractor fails to execute / complete the works satisfactorily, NABARD has the right to forfeit the EMD / SD. Any Tender not accompanied by the EMD will be rejected. The EMD of all the unsuccessful tenderers will be refunded.
50. The EMD will be liable to be forfeited in case the contractor commits breach of any of the terms and conditions of the contract or fails to complete the works. This forfeiture

is independent of the liquidated damages provided for in the contract.

51. **Retention Money / Security Deposit:** In addition to EMD, Retention Money Deposit (RMD) will be deducted @ 3% of the gross value of the work done / each Running Bill and Final Bill till the Security Deposit (i.e. EMD plus RMD) amounts to 3% of contract value. This amount shall not bear any interest. The EMD already with NABARD shall be taken into account and adjusted towards RMD/SD while settling the Final Bill. 50% of the total security deposit is refunded after virtual completion of the work and the balance of 50% will be refunded after Defects Liability Period from the date of Virtual Completion of works provided the Contractor has satisfactorily carried out all the rectification works and attended to all defects to the satisfaction of NABARD.
52. **Defects Liability Period:** Five years from the date of Virtual Completion of works certified by NABARD. The RMD will be refunded after one year, but contractor/agency has to give performance guarantee as per the enclosed format.
53. **Validity of Tender Rates:** Validity of the quoted rates shall be 4 months from the date of opening of tenders.
54. **Liquidated Damages:** The quantum of liquidated damages per week shall be calculated at 0.25% of the estimated cost subject to a maximum of 5% of the accepted tender amount.

55. ARBITRATION

- i. All disputed or differences of any kind whatsoever which shall at any time arise between the parties hereto touching or concerning the works or the execution or maintenance thereof this contract or effect thereof or to the rights or liabilities of the parties or arising out of or in relation thereto whether during or after determination foreclosure or breach of the contract (other than those in respect of which the decision of any person is by the contract expressed to be final and binding) shall after written notice by either party to the contract to the other of them and to the Employer hereinafter mentioned be referred for adjudication to a sole Arbitrator to be appointed as hereinafter provided.
- ii. For the purpose of appointing the sole Arbitrator referred to above, the Employer will send within thirty days of receipt of the notice, to the contractor a panel of three names of persons who shall be presently unconnected with the organization for which the work is executed from the following categories of Arbitrators”:-
 - a) Retired High Court/Supreme Court judge who have experience in handling Arbitration Cases.
 - b) Member of Council of Arbitrators
 - c) Fellow of the Institution of Engineers
 - d) Eminent Retired Chief Engineer from State/Central PWD/Public sector undertaking of good reputation and integrity.
 - e) Fellow of Indian Institute of Architects
- iii. The contractor shall, on receipt of the names as aforesaid, select any one of the persons, to be appointed as a sole Arbitrator and communicate his name to the

Employer within thirty days of receipt of the names. The Employer shall thereupon without any delay appoint the said person as the Sole Arbitrator. If the contractor fails to communicate such selection as provided above within the period specified, the Competent Authority should make the selection and appoint the selected person as the Sole Arbitrator.

- iv. If the Employer fails to send to the contractor the panel of three names as aforesaid within the period specified, the contractor shall send to the Employer a panel of three names of persons who shall all be unconnected with either party. The Employer shall on receipt appoint him as the Sole Arbitrator. If the Employer fails to select the person and appoint him as the Sole Arbitrator within 30 days of receipt of the panel and inform the contractor accordingly, the contractor shall be entitled to appoint one of the persons from panel as the Sole Arbitrator and communicate his name to the Employer.
- v. If the Arbitrator so appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever, another Sole Arbitrator shall be appointed as aforesaid.
- vi. The work under the Contract shall, however, continue during the arbitration proceedings and no payment due or payable to the contractor shall be withheld on account of such proceedings.
- vii. The Arbitrator shall be deemed to have entered on the reference on the date he issued notice to both the parties fixing date of the first hearing.
- viii. The Arbitrator may from time to time, with the consent of the parties, enlarge the time for making and publishing the award.
- ix. The arbitrator shall give a separate award in respect of each dispute or difference referred to him. The Arbitrator shall decide each dispute in accordance with the terms of the contract and give a reasoned award. The venue of arbitration shall be such place as may be fixed by the Arbitrator in his Sole discretion.
- x. The award of the Arbitrator shall be final and binding on the both the parties.
- xi. Subject to aforesaid the provisions to the Arbitration Act. 1992 or any statutory modification or re-enactment thereof and the rules made there under, and for the time being in force, shall apply to the arbitration proceeding under this clause.
- xii. The Employer and the contractor hereby also agree that arbitration under clause shall be condition precedent to any right to action under the contract with regard to the matters hereby expressly agreed to be so referred to arbitration.

6o HEALTH and SAFETY CODES

- i. **General:** CONTRACTOR shall adhere to safe construction practice and guard against hazardous, and unsafe working conditions and shall comply with EMPLOYER's safety rules as set forth herein. Prior to start of construction, CONTRACTOR will be furnished copies of EMPLOYER's "Safety Code" for information and guidance, if it has been prepared.
- ii. **Safety Regulations:** In respect of all labour, directly employed in the WORK for the performance of CONTRACTOR's part of this agreement, the CONTRACTOR shall at his own expense arrange for all the safety provisions as per safety codes of C.P.W.D., Indian Standards Institution. The Electricity Act, The Mines Act and such other acts as applicable.
- iii. The CONTRACTOR shall observe and abide by all fire and safety regulations of the

EMPLOYER. Before starting construction work CONTRACTOR shall consult with EMPLOYER's safety Engineers or ENGINEER- IN-CHARGE and must make good to the satisfaction of the EMPLOYER any loss or damage due to fire to any portion of the work done or to be done under this agreement or to any of the EMPLOYER's existing property.

- iv. **First Aid and Industrial Injuries:** CONTRACTOR shall maintain first aid facilities for its employees and those of its SUB-CONTRACTOR. CONTRACTOR shall make outside arrangements for ambulance service and for the treatment of industrial injuries. Names of those providing these services shall be furnished to EMPLOYER prior to start of construction and their telephone numbers shall be prominently posted in CONTRACTOR's field office. All critical industrial injuries shall be reported promptly to EMPLOYER, and a copy of CONTRACTOR's report covering each personal injury requiring the attention of a physician shall be furnished to the EMPLOYER.
- v. **General Rules:** Smoking within the battery area, tank farm or dock limits is strictly prohibited. Violators of the no smoking rules shall be discharged immediately.
- vi. Working platform, gangway and stairway should be so constructed that they should not sag unduly or unequally and if the height of platform of the gangway or the stairway is more than 4 metres above the ground level or floor level, they should be closely boarded, should have adequate width and should be suitably fastened.
- vii. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing of railing whose minimum heights shall be 1 metre.
- viii. Safe-means of access shall be provided to all working platforms and other working places, every ladder shall be securely fixed. No portable single ladder shall be over 9 metres in length while the width between side rails in rung ladder shall in no case be less than 30 cms for ladder up to and including 3 metres in length. For longer ladder this width should be increased 5mm for each additional foot of length. Uniform steps spacing shall not exceed 30 cms. Adequate precautions shall be taken to prevent danger from electrical equipment. No materials on any of the sites or work shall be so stacked or placed to cause danger or inconvenience to any person or public.
- ix. The CONTRACTOR shall also provide all necessary fencing and lights to protect the workers and staff from accidents, and shall be bound to bear the expenses of defence of every suit, action or other proceeding of law that may be brought by any person for injury sustained owing to neglect of the above precautions and pay any damages and costs which may be awarded in any such suit or action or proceeding to any such person or which may with the consent of the CONTRACTOR be paid to compromise any claim by any such person.
- x. **Demolition/General Safety:** Before any demolition work is commenced and also during the progress of the demolition work. All roads and open areas adjacent to the work site shall either be closed or suitably protected. No electric cable or apparatus which is liable to be a source of danger shall remain electrically charged. All practical steps shall be taken to prevent danger to persons employed from risk of fire or explosion or flooding. No floor, roof or other part of the building shall be so overloaded with debris or materials as to render it unsafe. All necessary personal safety equipment as considered adequate by the Nabard Representative, should be

kept available for the use of the persons employed on the SITE and maintained in condition suitable for immediate use, and the CONTRACTOR shall take adequate steps to ensure proper use of equipment by those concerned.

- xi. Those engaged in welding and cutting works shall be provided with protective face & eye shield, hand gloves, etc.
- xii. The CONTRACTOR shall not employ men below the age of 18 years and women on the work of painting with products containing lead in any form. Wherever men above the age of 18 years are employed on the work of lead painting, the following precautions should be taken.
- xiii. Suitable face masks should be supplied for use by the workers shall be worn by the workers and personnel at all times. The contractor shall make necessary arrangement of sanitization equipment, material and safety gears for the COVID protection and prevention.
- xiv. All scaffolds, ladders and other safety devices mentioned or described herein shall be maintained in safe conditions and no scaffolds, ladder or equipment shall be altered or removed while it is in use. Adequate washing facilities should be provided at or near places of work.
- xv. To ensure effective enforcement of the rules and regulations relating to safety precautions, the arrangements made by the CONTRACTOR shall be open to inspection by the Welfare Officer, Nabard Representative or safety Engineer of the Administration or their representatives.
- xvi. **Outbreak of infectious diseases:** The CONTRACTOR shall remove from his camp such labour and their facilities who refuse protective inoculation and vaccination when called upon to do so by the Nabard Representative's representative. Should COVID, Cholera, Plague or other infectious diseases break out the CONTRACTOR shall burn the huts, beddings, clothes and other belongings or used by the infected parties and promptly erect new huts on healthy sites as required by the Nabard Representative failing which within the time specified in the Engineer's requisition, the work may be done by the EMPLOYER and the cost thereof recovered from the CONTRACTOR.
- xvii. Notwithstanding the above clauses there is nothing in these to exempt the CONTRACTOR for the operations of any other Act or rules in force in the Republic of India. The work throughout including any temporary works shall be carried out in such a manner as not to interfere in any way whatsoever with the traffic on any roads or footpath at the site or in the vicinity thereto or any existing works whether the property of the Administration or of a third party.

We accept all the above Terms and Conditions in all respects without any reservation.

Place:

DATE:

NAME and SEAL

General Conditions of Contract

1. Special Conditions of Contract shall be read in Conjunction with the General conditions of Contract, specification of work, Drawings and any other documents forming part of this Contract wherever the context so requires.
2. Notwithstanding the sub-division of the documents into these separate sections and volumes, every part of each shall be deemed to be supplementary to and complementary of every other part and shall be read with and into the Contract so far as it may be practicable to do so.
3. Where any portion of the General Condition of Contract is repugnant to or at variance with any provisions of the Special Conditions of Contract, unless a different intention appears, the provisions of the special Conditions of Contract shall be deemed to over-ride the provisions of the General Conditions of Contract and shall to the extent of such repugnancy, or variations, prevail.
4. Wherever it is mentioned in the specifications that the Contractor shall perform certain work or provide certain facilities, it is understood that the Contractor shall do so at his cost and the value of contract shall be deemed to have included cost of such performance and provisions, so mentioned.
5. The materials, design, and workmanship shall satisfy the relevant Indian Standards and CPWD specifications, the Job Specifications contained herein and Codes referred to. Where the job specification stipulate requirements in addition to those contained in the standard codes and specifications, these additional requirements shall also be satisfied.
6. It will be the Contractor's responsibility to bring to the notice of Engineer-in- Charge any irreconcilable conflict in the contract documents before starting the work (s) or making the supply with reference which the conflict exists.
7. In the absence of any Specifications covering any material, design of work (s) the same shall be performed / supplies / executed in accordance with Standard Engineering Practice as per the instructions / directions of the Engineer-in- Charge, which will be binding on the Contractor.
8. The location and general information regarding site on which the proposed work is to be executed is furnished in clause no. 2.0 of general instructions to contractors.
9. Contractor shall acquaint himself with access to site, availability of local facilities such as railway siding, transport facilities, materials and labour and shall provide suitable allowances in his Bid, Contractor's quoted price being firm, it should take into account all expenses likely to arise in this regard.
10. Contractor shall be deemed to have visited site and familiarized himself thoroughly with site conditions before submitting his Bid. Non-familiarity with site conditions will not be considered a reason either for extra claims or for not carrying out work in strict conformity with drawings and specifications.

11. SPECIFICATIONS

- i. If specification for an item of work is not covered by CPWD/ BIS specifications or Technical Specifications, the same shall be decided by the NABARD/ Consultant and shall be binding on the Contractor.

ii. The NABARD/ Consultant shall have the right to cause the Contractor to purchase and use such materials of particular make or from a particular source which may in his opinion be necessary for proper and reasonable compliance with the specifications and execution of work.

iii. As and when required by the NABARD/ Consultant, the Contractor shall provide all facilities at site or at manufacture's works or in approved laboratory for testing of materials and/or workmanship. All the expenditure in respect of this shall be borne by the Contractor. The Contractor shall, when required to do so by the NABARD/Consultant, confirm that the materials have been tested in accordance with requirements of the specifications.

12. Neither the omission by the **NABARD**/ Consultant to test the materials nor the production of manufacturer(s) certificate, etc. shall affect the right of the NABARD/Consultant to reject, after delivery, the materials found not in accordance with the specifications.

13. GATE PASSES

All tools, plant and materials shall be brought by the Contractor to the works site through a covering note to be submitted in 3 copies. One copy of the covering note will be delivered to the security staff and one copy to the **NABARD** /Consultant. The third copy shall be retained by the Contractor. The Contractor shall follow all rules and regulations for entry / exit of their men and materials in/from project site as framed by **NABARD** /Consultant.

14. CONSTRUCTION SCHEDULE

If at any time, the **NABARD** /Consultant is of opinion that the Contractor has fallen behind the approved construction schedule, the **NABARD** / Consultant may, without any cost to **NABARD** / Consultant, require the Contractor to take such steps as may be necessary to improve his progress, especially require him to employ overtime operations, increase the number of shifts, work on holidays and Sundays or increase the capacity of his construction plant and equipment and require him to submit evidence demonstrating the manner in which the Contractor proposes to comply with the construction schedule. Failure of the Contractor to comply with the above will be considered a failure to execute the work with due diligence.

15. ISSUE OF WORKING DRAWINGS

Approved working drawings marked "Good for execution/ construction" shall be issued by **NABARD** / Consultant to the Contractor progressively during the pendency of the contract. Sufficient quantum of workings drawings will be issued at the beginning. The Contractor on this account shall not be entitled to put forth any claim whatsoever.

16. COST OF TRANSPORT OF MATERIALS ISSUED BY OWNER

Cost of transport, loading, unloading etc. from **NABARD's** stores to work site etc., will be on Contractor's account.

17. ROLE OF NABARD/ CONSULTANT

The **NABARD** / Consultant reserve the right to suspend the work or part thereof at any time and no claim whatsoever on this account shall be entertained. In case of any clarification the Contractor may appeal to the NABARD whose decision shall be final and binding thereupon.

18. SERVING OF NOTICES

The Contractor shall furnish to the **NABARD** / Consultant the name, designation and address of his authorized Agent for the purpose of service of notice(s) regarding all complaints, communications and references and shall be deemed to have been duly given to the Contractor if delivered to the Contractor or his authorized agent or left at or posted to the address so given and shall be deemed to have reached such address in the ordinary course of post or on the day

on which they were so delivered or left. In the case of contract by partnership firm, any change in the constitution of the firm shall be forthwith informed by the Contractor to the **NABARD** / Consultant.

19.CONTRACTOR'S GUARANTEE

- a) The Contractor agrees to give the guarantee of his works in the following manner which shall remain valid till the validity of performance guarantee.
- b) All materials incorporated in the work shall be new and both workmanship and materials shall be of good quality.
- c) Should, at a subsequent date, any materials or fittings or workmanship or any element be detected as of sub-standard quality he shall either remove the same and shall re-do at his own cost or shall accept an equitable deduction in the contract price should the **NABARD** / Consultant deemed it inexpedient to correct the work.

20.CONTRACTOR'S RESPONSIBILITY FOR THE MANNER OF EXECUTION OF WORK

The Contractor shall be responsible for the manner and the method of executing the work. The work shall be subject to the approval of **NABARD** / Consultant from time to time for purposes of determination of the question whether the work is executed by the Contractor in accordance with the contract.

21.SUBMISSION OF FINAL BILL

The final bill complete in all respect shall be submitted after certified completion of work. The bill should be accompanied with the following documents:

- 1. Job completion certificate.
- 2. No claim certificate on NABARD's prescribed proforma.
- 3. Site clearance certificate.
- 4. Performance guarantee duly amended to cover certified maintenance period.
- 5. Indemnity certificate towards labours payment and all other statutory payments.

No claim shall be entertained after receipt of final bill. Settlement of final bill shall be made within 1 (one) month period subject to furnishing of all required documents / clarification and extension of time, if any, by NABARD's competent authority. In case any claim with regard to the wages of any labour employed by Contractor for the subject job is pending/ reported, NABARD shall be fully entitled to withhold payment of final bill pending finalisation of such claims.

22.DEFECT LIABILITY PERIOD

Defect Liability Period shall be 12 months from the date of certified Final completion.

23.INCIDENTAL SERVICES

As specified in the special conditions of purchase, the Contractor may be required to provide any or all of the following services:

- i. Supervision of on-Site assembly and/or of the supplied Goods.
- ii. Performance or supervision or maintenance and/ or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve

the Contractor of any warranty obligations under this Purchase Order, and Price charged by the Contractor for the preceding incidental services, if not included in the contract price for the Goods shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Contractor for similar services.

- iii. At the request of Consultant or NABARD, Contractor shall at his expense, dismiss from work and replace any such employee as **NABARD** / Consultant, may deem incompetent or careless or whose continued employment is deemed inimical to the interest of the **NABARD** / Consultant or against public interest.
- iv. Other conditions of work at Site shall be mutually discussed and settled.

24. WORK AND WORKMANSHIP GUARANTEE

i. Contractor shall make arrangements to provide at no extra charge all temporary approaches to and within the site, after obtaining prior approval of **NABARD** / Consultant of the layout of such approaches.

ii. To determine the acceptable standard of workmanship, **NABARD** / Consultant may order Contractor to execute certain portions of work and services such as wall, flooring, joinery, finishes, roads and the like under the close supervision of **NABARD** / Consultant. On approval, these items shall be labeled as guiding samples and work shall be executed to conform to these samples. These samples shall be prepared at the cost of Contractor.

iii. Workmanship shall be in accordance with the specifications, standards and codes which are part of this tender as well as the established engineering practices for this type of work. For any portion of work executed by Contractor and considered defective by **NABARD** / Consultant, the Contractor shall have to take necessary remedial measures, to the complete satisfaction of **NABARD** / Consultant, to make the defective good in order at his own cost without any liability to **NABARD** / Consultant.

iv. The Contractor shall be responsible for the proper workmanship and shall not be relieved of his obligation in this regard just because no objection was raised by Owner/ Consultant during the progress of work. The workmanship guarantee period will be 12 months from the date of final completion as a whole, certified by Owner.

v. If any defects are found due to bad workmanship during this period, the Contractor shall undertake to rectify the same at his cost, most expeditiously. The workmanship guarantee for rectified portion of work shall commence from the date of rectification for a subsequent period of 12 months. The decision of **NABARD** / Consultant regarding bad workmanship shall be final binding and conclusive. The Contractor shall be required to submit the performance guarantee accordingly.

25. INSTRUCTIONS, DIRECTIONS AND CORRESPONDENCE

i. The work described in Work Order is to be executed according to the standards, data sheets, tables, Specifications and Drawings attached hereto and/or enclosed with the Work Order itself and according to all conditions both general and specific enclosed with the Work Order, unless any or all of them shall have been modified or cancelled in writing as a whole or in part.

ii. All instructions and orders to Contractor shall, excepting what is herein provided, be given by **NABARD** / Consultant.

iii. All the work shall be carried out under the direction of and to the satisfaction of **NABARD** / Consultant.

- iv. All communications including technical/commercial clarifications and/or comments shall bear reference to the Work Order /Contract.
- v. Invoice for payment against Work Order /Contract shall be addressed to **NABARD** / Consultant.
- vi. The WORK Order/Contract number shall be shown on all invoices, communications, packing lists, containers and bills of lading etc.
- vii. All correspondence from Contractor shall be forwarded in duplicate (2 copies) to architect and to NABARD.
- viii. Correspondence on technical and commercial matters shall be dealt with in separate letters for each Work Order /Contract and each copy of the letter shall be complete with all Annexure. Wherever possible, correspondence should be through e-mail to the above personnel so as to save time.
- ix. Correspondence for expediting and inspection shall be done directly with inspector with a copy to consultant & owner at above mentioned address.

26.QUALITY ASSURANCE / QUALITY CONTROL

- i. After the award of the contract detailed quality assurance programme shall be prepared by the Contractor for the execution of contract for various works which will be mutually discussed and agreed to.
- ii. The Contractor shall establish document and maintain an effective quality assurance system outlined in recognized codes.
- iii. Quality Assurance System plans/procedures of the Contractor shall be furnished in the form of a QA manual after award of job. This document should cover details of the personnel responsible for the Quality Assurance, plans or procedures to be followed for quality control in respect of Design, Engineering, Procurement, Supply, Installation, Testing and completion in all respect till final acceptance by NABARD. The quality assurance system should indicate organizational approach for quality control and quality assurance of the construction activities, at all stages of work at site.
- iv. The **NABARD** / Consultant or their representative shall reserve the right to inspect/ witness, review any or all stages of work at shop/site as deemed necessary for quality assurance.
- v. The Contractor has to ensure the deployment of quality Assurance and Quality Control Engineer(s) depending upon the quantum of work.
- vi. This QA/QC group shall be fully responsible to carry out the work as per standards and all code requirements. In case Nabard Representative feels that Contractor's QA/QC Engineer(s) are incompetent or insufficient, Contractor has to deploy other experienced Engineer(s) as per site requirement and to the full satisfaction of Nabard Representative.
- vii. In case Contractor fails to follow the instructions of Nabard Representative with respect to above clauses, next payment due to him shall not be released unless until he complies with the instructions to the full satisfaction of Nabard Representative. viii. The Contractor shall adhere to the approved quality assurance system.

27.SUSPENSION OF WORKS

- i. The Contractor shall, on receipt of the order in writing of the Nabard Representative, suspend the progress of the Works or any part thereof for such time in such manner or the Engineer- in-Charge may consider necessary for any of the following reasons.
- ii. On account of any default on part of the Contractor, or;
- iii. For proper execution of the Works or part thereof for reasons other than the default of the Contractor, or;
- iv. For safety of the Works or part thereof.
- v. The Contractor shall during such suspensions properly protect and secure the Works to the extent necessary and carry out the instructions given in that behalf by the Nabard Representative.
- vi. If the suspension is ordered for reasons (ii) & (iii) in sub-para (a) above:
- vii. The Contractor shall be entitled to an extension of time equal to the period of every such suspension.

28.SECURITIES OF MATERIALS / EQUIPMENTS ON RENT

- i. Contractor shall be solely responsible for the security of the material at site and NABARD/Consultant shall not be responsible for any loss/theft of the materials.
- ii. Materials required for the works, whether brought by the Contractor shall be stored by the Contractor only at places approved by the Technical consultant/Project-in- charge, as storage and safe custody of material shall be responsibility of the Contractor.
- iii. NABARD,'s officials concerned with the Contract shall be entitled at any time to inspect and examine any materials intended to be used in or on the works and the Contractor shall give such facilities as may be required for such inspection and examination.
- iv. The contractor shall be the OWNER of all bought out items and materials and shall be responsible for the safety, security, insurance and care and custody of all the materials lying at site. NABARD will have lien on all the items including those brought by the contractor for the purpose of Erection, testing, and commissioning of the work. For all Equipment/ Materials, the title of Ownership shall pass on to at the time of acceptance of entire work. However, in case of termination of contract the transfer of title shall pass automatically to NABARD.
- v. CONSTRUCTION EQUIPMENT used by the CONTRACTOR and its SUB- CONTRACTORS in connection with the execution of works shall remain the property of CONTRACTOR or its SUB CONTRACTORS. All duties, levies, taxes etc. payable on account of CONSTRUCTION EQUIPMENT shall be borne by the CONTRACTOR. CONTRACTOR shall indemnify the NABARD on this count.

29. CONTRACTOR PERSONNEL AT SITE:

- i. List of persons employed by Contractor for the subject work mentioning there residential address shall be submitted to NABARD. In case of any revision, the same shall be informed to NABARD from time-to-time. If required necessary verification from Police / Gram Pradhan shall have to be submitted by the contractor.

- ii. The Contractor shall be directly responsible for any/all disputes arising between him and his personnel and keep indemnified against all losses, damage and claims arising thereof.
- iii. The personnel engaged by the Contractor shall be subject to security check by the NABARD's security staff while entering/leaving the premises. The contractor & his personnel shall be required to follow the rules and regulations of NABARD in force from time-to-time. The contractor may also be required to provide photo passes to the personnel required by him, for security and safety reasons and furnished the details of the same when asked for.
- iv. No other person except Contractor's authorized representative shall be allowed to enter NABARD premises Contractor shall also not entertain any outsider or extend any service beyond NABARD's premises. Entry of Contractor's persons shall be regulated with proper identity/gate pass.
- v. Contractor shall be fully responsible for theft, burglary, fire or any mischievous deeds by his staff and any loss to NABARD shall be recovered from the immediate bill of the Contractor.
- vi. Contractor shall provide all necessary tools and tackles, equipment, safety belt, wheel burrow, Scaffolding & Retrofitting/Repairs, ladders, drilling m/c & safety equipment etc. required to carry out job at his cost and material used by Contractor shall be of standard make and approval of Nabard Representative shall be taken for the same.
- vii. NABARD also reserves the right to ask the Contractor to remove particular person(s) from site with immediate effect if in the opinion of NABARD, his behavior/ performance is not upto the mark and/or found indulging in unlawful activities, Contractor shall immediately comply with such instructions.
- viii. It will be the responsibility of contractor's engineer to ensure that their personnel behave in a proper manners and behavior and not to undergo the argument with the employees. It will be the responsibility of the Contractor's Engineer to deal with such complaints or co-ordinate with the NABARD Engineer.

30. TERMINATION OF CONTRACT DUE TO SUBMISSION OF FALSE/FORGED DOCUMENT:

- i. Bidder is required to furnish the complete and correct information / documents required for evaluation of their bids. If the information / documents forming basis of evaluation is found to be false / forged, the same shall be considered adequate ground for rejection of the Bids and forfeiture of Earnest Money Deposit.
- ii. In case, the information / document furnished by the contractor forming basis of evaluation of his bid is found to be false /forged after the award of the contract, NABARD shall have full right to terminate the contract and get the remaining job executed at the risk & cost of such contractor without any prejudice to other rights available to NABARD under the contract such as forfeiture of Security Deposit, withholding of payment etc.
- iii. In case this issue of submission of false document comes to the notice after execution of work, NABARD shall have full right to forfeit any amount due to the contractor along with forfeiture of Security Deposit furnished by the contractor. Further, such contractor / bidder shall be blacklisted for future business with NABARD/ Consultant

31. TERMS OF PAYMENT:

All payments against RA Bills/ Final Bill etc., shall be released after submitting duly certified valid Tax Invoice. GST no should be mentioned on Invoice of both owner and contractor. The Tax Invoice shall be as per approved proforma by Owner/Consultant.

- i. Mobilization Advance: Not Applicable
- ii. Running on Account Payment
- iii. 90% against the value of actual work done shall be paid against running bills certified by CONSULTANT after recovery of following payments.
 - a. Value of chargeable materials issued by NABARD/ CONSULTANT
 - b. Mobilization advances if any.
 - c. Statutory deductions of all taxes & duties, as applicable.
 - d. Any other recovery if becomes due
 - e. Balance 10% shall be released along with final bill.

Payment in RA bills shall based on quantity of work executed at site (as per the item of work) & verified by **NABARD** / Consultant as per the item rate in work orders. NABARD/ Consultant is authorized to allow part rate/ reduced rate for any item of work. The Nabard Representative NABARD/ Consultant shall specify the reason for the part rate payment in the RA bill. Payment has been made in RA bill for any item of work but later on some defect is noticed NABARD/ Consultant is authorized to disallow the payment in successive bill till rectification of the work.

No advance shall be paid towards mobilization and cost of materials.

- i. No compensation shall be admissible for any loss suffered by the Contractor during the execution of the work. It shall be the Contractor's sole responsibility to protect NABARD's staff and his employees against accidents from any cause and he shall indemnify NABARD against any claims for damage for injury to person or property, resulting from any such accidents with necessary Insurance cover.
- ii. The Contractor should take necessary Insurance cover (CAR policy – contractor's all risk policy) at his cost for his persons employed at site and for third party. Policies should be taken in joint names of NABARD and the Contractor for which first name should be NABARD.
- iii. Any damages caused to the building / premises during the execution of the work shall be made good by the Contractor at his risk and cost and if necessary, through suitable Insurance cover.

31. RELEASE OF 1st R/A BILL

Payment will be released against 1st R/A bill only on submission of following documents by contractor

- i. Financial Guarantee for Performance
- ii. Labour License (as per statutory requirements)
- iii. EPF Code Registration number with RPFC/ARPF
- iv. Insurance Contractor All Risk (CAR) Policy
- v. Workmen compensation policy

33. Time Schedule-The WORK shall be executed strictly as per the TIME SCHEDULE specified in TENDER/ CONTRACT Document. The period of construction given in Time Schedule includes the time required for mobilization as well as testing, rectifications if any, retesting and completion in all respects to the entire satisfaction of the ENGINEER-IN-CHARGE. A joint program of execution of the WORK will be prepared by the ENGINEER-IN-CHARGE and CONTRACTOR based on priority requirement of this project. This program will take into account the time of completion.

34. Weekly construction program will; be drawn up by the NABARD REPRESENTATIVE jointly with the CONTRACTOR, based on availability of work fronts and the joint construction program. The CONTRACTOR shall scrupulously adhere to these targets/

Programs by deploying adequate personnel, construction tools and tackles and he shall also supply himself all materials of his scope of supply in good time to achieve the targets/program. In all matters concerning the extent of targets set out in the weekly and monthly programs and the degree of achievements the decision of the ENGINEER-IN-CHARGE will be final and binding on the CONTRACTOR.

35. Priority of Contract Documents Except if and the extent otherwise provided by the Contract, the provisions of the General Conditions of Contract and Special Conditions shall prevail over those of any other documents forming part of the CONTRACT. Several documents forming the CONTRACT are to be taken as mutually explanatory of one another, but in case of ambiguities or discrepancies the same shall be explained and adjusted by the NABARD REPRESENTATIVE who shall thereupon issue to the Contractor instructions thereon and in such event, unless otherwise provided in the Contract, the priority of the documents forming the Contract shall be as follows:

- The Contract Agreement;
- The Letter of Acceptance;
- The Instructions to Bidders (ITB);
- Special Conditions of Contract (SCC);
- General Conditions of Contract (GCC)
- Any other document forming part of the Contract.

36. Works shown in the DRAWING but not mentioned in the SPECIFICATIONS OR described in the SPECIFICATIONS without being shown in the DRAWINGS shall nevertheless be deemed to be included in the same manner as if they had been specifically shown upon the DRAWINGS and described in the SPECIFICATIONS.

37. **DISPUTE IN MODE OF MEASUREMENT:** In case of any dispute as to the mode of measurement not covered by the CONTRACT to be adopted for any item of WORK, mode of measurement as per latest Indian Standard Specifications shall be followed.

38. **ROUNDING OF AMOUNTS:** In calculating the amount of each item due to the CONTRACTOR in every certificate prepared for payment, sum of less than 50 paise shall be omitted and the total amount on each certificate shall be rounded off to the nearest rupees, i.e., sum of less than 50 paise shall be omitted and sums of 50 paise and more upto one rupee shall be reckoned as one rupee.

39. **Lump sum in tender:** The payment against any Lumpsum item shall be made only on completion of that item as per the provision of the CONTRACT after certification by ENGINEER-IN-CHARGE.

40. **Notice of claims for additional payments:** Should the CONTRACTOR consider that he is entitled to any extra payment for any extra/additional WORKS or MATERIAL change in original SPECIFICATIONS carried out by him in respect of WORK he shall forthwith give notice in writing to the NABARD REPRESENTATIVE that he claims extra payment. Such notice shall be given to the NABARD REPRESENTATIVE upon which CONTRACTOR bases such claims and such notice shall contain full particulars of the nature of such claim with full details of amount claimed. Irrespective of any provision in the CONTRACT to the contrary, the CONTRACTOR must intimate his intention to lodge claim on the EMPLOYER within 10 (ten) days of the commencement of happening of the event and quantify the claim within 30 (thirty) days, failing which the CONTRACTOR will lose his Payment

41. Payment of contractor's bill: Right to claim any compensation/reimbursement/damages etc. or refer the matter to arbitration. Failure on the part of CONTRACTOR to put forward any claim without the necessary particulars as above within the time above specified shall be an absolute waiver thereof. No omission by EMPLOYER to reject any such claim and no delay in dealing therewith shall be waiver by EMPLOYER of any of this rights in respect thereof. ENGINEER-INCHARGE shall review such claims within a reasonable period of time and cause to discharge these in a manner considered appropriate after due deliberations thereon. However, CONTRACTOR shall be obliged to carry on with the WORK during the period in which his claims are under consideration by the EMPLOYER, irrespective of the outcome of such claims, where additional payments for WORKS considered extra are justifiable in accordance with the CONTRACT provisions, EMPLOYER shall arrange to release the same in the same manner as for normal WORK payments. Such of the extra works so admitted by EMPLOYER shall be governed by all the terms, conditions, stipulations and specifications as are applicable for the CONTRACT. The rates for extra works shall generally be the unit rates provided for in the CONTRACT. In the event unit rates for extra works so executed are not available as per CONTRACT, payments may either be released on day work basis for which daily/hourly rates for workmen and hourly rates for equipment rental shall apply, or on the unit rate for WORK executed shall be derived by interpolation/ extrapolation of unit rates already existing in the CONTRACT. In all the matters pertaining to applicability of rate and admittance of otherwise of an extra work claim of CONTRACTOR the decision of ENGINEER-INCHARGE shall be final and binding No payment shall be made for works estimated to cost less than Rs.10,000/- till the whole of the work shall have been completed and a certificate of completion given. But in case of works estimated to cost more than Rs.10,000/-, that CONTRACTOR on submitting the bill thereof be entitled to receive a monthly payment proportionate to the part thereof approved and passed by the NABARD REPRESENTATIVE, whose certificate of such approval and passing of the sum so payable shall be final and conclusive against the CONTRACTOR. This payment will be made after making necessary corrections/deductions as stipulated elsewhere in the CONTRACT DOCUMENT for materials, Contract Performance Security, taxes etc. Payment due to the CONTRACTOR shall be made by the EMPLOYER by Account Payee cheque forwarding the same to registered office or the notified office of the CONTRACTOR. In no case will EMPLOYER be responsible if the cheque is mislaid or misappropriated by unauthorized person/persons. In all cases, the CONTRACTOR shall present his bill duly pre-receipted on proper revenue stamp payment shall be made in Indian Currency.

42. Completion certificate:

a. APPLICATION FOR COMPLETION CERTIFICATE: When the CONTRACTOR fulfils his obligation under Clause 81.1 he shall be eligible to apply for COMPLETION CERTIFICATE. The NABARD REPRESENTATIVE shall normally issue to the CONTRACTOR the COMPLETION CERTIFICATE within one month after receiving any application therefore from the CONTRACTOR after verifying from the completion documents and satisfying himself that the WORK has been completed in accordance with and as set out in the construction and erection drawings, and the CONTRACT DOCUMENTS The CONTRACTOR, after obtaining the COMPLETION CERTIFICATE, is eligible to present the final bill for the WORK executed by him under the terms of CONTRACT. COMPLETION CERTIFICATE: Within one month of the completion of the WORK in all respects, the CONTRACTOR shall be furnished with a certificate by the ENGINEER-IN- CHARGE of such completion, but no certificate shall be given nor shall the WORK be deemed to have been executed until all Scaffolding & Retrofitting/Repairs, surplus materials and rubbish is cleared off the SITE completely nor until the WORK shall have been measured by the

NABARD REPRESENTATIVE whose measurement shall be binding and conclusive. The WORKS will not be considered as complete and taken over by the EMPLOYER, until all the temporary works, labour and staff colonies are cleared to the satisfaction of the NABARD REPRESENTATIVE.

If the CONTRACTOR fails to comply with the requirements of this clause on or before the date fixed for the completion of the WORK, the NABARD REPRESENTATIVE may at the expense of the CONTRACTOR remove such Scaffolding & Retrofitting/Repairs, surplus materials and rubbish and dispose off the same as he thinks fit and clean off such dirt as aforesaid, and the CONTRACTOR shall forthwith pay the amount of all expenses so incurred and shall have no claim in respect of any such Scaffolding & Retrofitting/Repairs or surplus materials as aforesaid except for any sum actually realized by the sale thereof.

b. **COMPLETION CERTIFICATE DOCUMENTS:** For the purpose of Clause 64.0 the following documents will be deemed to form the completion documents:

i) The technical documents according to which the WORK was carried out.

ii) Daily and weekly reports stating/showing therein the modification and correction made during the course of execution and signed by the NABARD REPRESENTATIVE.

43. COMPLETION CERTIFICATE for embedded and 'covered' up work.

a. **Final decision and final certificate:** Upon expiry of the period of liability and subject to the NABARD REPRESENTATIVE being satisfied that the WORKS have been duly maintained by the CONTRACTOR during monsoon or such period as hereinbefore provided in Clause 80 & 81 and that the CONTRACTOR has in all respect duly made-up any subsidence and performed all his obligations under the CONTRACT, the ENGINEER-IN-CHARGE shall (without prejudice to the rights of the EMPLOYER to retain the provisions of relevant Clause hereof) otherwise give a certificate herein referred to as the FINAL CERTIFICATE to that effect and the CONTRACTOR shall not be considered to have fulfilled the whole of his obligations under CONTRACT until FINAL CERTIFICATE shall have been given by the ENGINEER-IN-CHARGE notwithstanding any previous entry upon the WORK and taking possession, working or using of the same or any part thereof by the EMPLOYER.

b. **Certificate and payments on evidence of completion:** Except the FINAL CERTIFICATE, no other certificates or payments against a certificate or on general account shall be taken to be an admission by the EMPLOYER of the due performance of the CONTRACT or any part thereof or of occupancy or validity of any claim by the CONTRACTOR.

44. Deductions from the contract price: All costs, damages or expenses which EMPLOYER may have paid or incurred, which under the provisions of the CONTRACT, the CONTRACTOR is liable/will be liable, will be claimed by the EMPLOYER. All such claims shall be billed by the EMPLOYER to the CONTRACTOR regularly as and when they fall due. Such claims shall be paid by the CONTRACTOR within 15 (fifteen) days of the receipt of the corresponding bills and if not paid by the CONTRACTOR within the said period, the EMPLOYER may, then, deduct the amount from any moneys due i.e., Contract Performance Security or becoming due to the CONTRACTOR under the CONTRACT or may be recovered by actions of law or otherwise, if the CONTRACTOR fails to satisfy the EMPLOYER of such claims.

45. Statutory variations Tenderer should quote prices inclusive of all taxes & duties as applicable on finished product. Any statutory variations in taxes & duties on finished product during the contractual completion period, shall be to the Employer's account for which the Contractor will furnish documentary evidence(s) in support of their claims to

NABARD. However, any increase in the rate of taxes and duties beyond the contractual completion period shall be to Contractor's account and any decrease shall be passed on to NABARD.

- Demolition/general safety: i) Before any demolition work is commenced and also during the progress of the demolition work. All roads and open areas adjacent to the work site shall either be closed or suitably protected. No electric cable or apparatus which is liable to be a source of danger shall remain electrically charged. All practical steps shall be taken to prevent danger to persons employed from risk of fire or explosion or flooding. No floor, roof or other part of 50/64 the building shall be so overloaded with debris or materials as to render it unsafe. All necessary personal safety equipment as considered adequate by the NABARD REPRESENTATIVE, should be kept available for the use of the persons employed on the SITE and maintained in condition suitable for immediate use, and the CONTRACTOR shall take adequate steps to ensure proper use of equipment by those concerned.
- Those engaged in welding and cutting works shall be provided with protective face & eye shield, hand gloves, etc.
- The CONTRACTOR shall not employ men below the age of 18 years and women on the work of painting with products containing lead in any form. Wherever men above the age of 18 years are employed on the work of lead painting, the following precautions should be taken.
- No paint containing lead or lead product shall be used except in the form of paste or readymade paint.
- Suitable face masks should be supplied for use by the workers shall be worn by the workers and personnel at all times. The contractor shall make necessary arrangement of sanitization equipment, material and safety gears for the COVID protection and prevention.
- All scaffolds, ladders and other safety devices mentioned or described herein shall be maintained in safe conditions and no scaffolds, ladder or equipment shall be altered or removed while it is in use. Adequate washing facilities should be provided at or near places of work.
- To ensure effective enforcement of the rules and regulations relating to safety precautions, the arrangements made by the CONTRACTOR shall be open to inspection by the Welfare Officer, ENGINEER-INCHARGE or safety Engineer of the Administration or their representatives.
- Outbreak of infectious diseases The CONTRACTOR shall remove from his camp such labour and their facilities who refuse protective inoculation and vaccination when called upon to do so by the NABARD REPRESENTATIVE's representative. Should Corona, COVID, Cholera, Plague or other infectious diseases break out the CONTRACTOR shall burn the huts, beddings, clothes and other belongings or used by the infected parties and promptly erect new huts on healthy sites as required by the NABARD REPRESENTATIVE failing which within the time specified in the Engineer's requisition, the work may be done by the EMPLOYER and the cost thereof recovered from the CONTRACTOR.
- Notwithstanding the above clauses there is nothing in these to exempt the CONTRACTOR for the operations of any other Act or rules in force in the Republic of India. The work throughout including any temporary works shall be carried out in such a manner as not to interfere in any way whatsoever with the traffic on any roads or footpath at the

site or in the vicinity thereto or any existing works whether the property of the Administration or of a third party.

DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

Place:

(Signature, Seal and Stamp of tenderer)

DATE:

ADDRESS: NAME and SEAL

SPECIAL CONDITIONS

1. The Tender is strictly on Item Rate basis.
2. All the pages of the Tender Document shall be digitally signed and duly stamped by the Tenderer.
3. Rates should include for removal of debris out of premises to the safe limit, removing stains, cleaning the site thoroughly and unless the same is done to the satisfaction of the NABARD's Engineer, the Bill will not be accepted.
4. The Contractor shall make necessary arrangement for watch and ward of his materials, tools, machines etc. stored for the execution of the work at his own risk and cost and NABARD will not be responsible on any account.
5. The Tenderers should quote their rates strictly adhering to Terms and Conditions stipulated in the Tender Document. Unsolicited correspondence after opening of the Tender shall not be entertained. Conditional / deviational tenders may be rejected without making any reference to the Tenderers.
6. No Tenderer will be allowed to withdraw his Tender during the validity period. Subletting of the Contract is not permitted.
7. Rates should be filled in the Tender neatly and as far as possible, no correction shall be made. The rates quoted should be written legibly in words and figures. If on check, differences are observed 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 which corresponds to the amounts worked out by the Contractor 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 rate quoted by the Contractor 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.
8. No advance shall be paid towards mobilization and cost of materials.
 - a. No compensation shall be admissible for any loss suffered by the Contractor during the execution of the work. It shall be the Contractor's sole responsibility to protect NABARD's staff and his employees against accidents from any cause and he shall indemnify NABARD against any claims for damage for injury to person or property, resulting from any such accidents with necessary Insurance cover.
 - b. The Contractor should take necessary Insurance cover (CAR policy – contractor's all risk policy) at his cost for his persons employed at site and for third party. Policies should be taken in joint names of NABARD and the Contractor for which first name should be NABARD.
 - c. Any damages caused to the building / premises during the execution of the work shall be made good by the Contractor at his risk and cost and if necessary, through suitable Insurance cover.
9. The Contractor shall use necessary safety equipment and maintain all safety measures during the execution of works and ensure compliance of Safety Code as per Rules and Regulations in force

10. The Contractor shall engage necessary qualified and experienced supervisory staff at his cost during the execution of the work for attending to day to day affairs.
11. The Contractor shall submit the bills along with the accepted and jointly recorded measurement sheets duly certified by the NABARD's Engineer.
12. Notwithstanding anything stated above, NABARD reserves the right to assess the Tenderer's capability and capacity to perform the contract, should the circumstances warrant such assessment in the overall interest of NABARD.
13. The decision of NABARD in awarding the work shall be final and cannot be subjected to challenge.
14. NABARD reserves the right to accept/ negotiate / reject any Tender either in whole or in part without assigning any reasons therefore whatsoever and without entering into any further correspondence and hence, NABARD shall be under no obligation to accept the lowest or any other Tenders received in response to this Tender. The decision of NABARD in this regard shall be final and undisputable.
15. NABARD also reserves the right of super session of any of the conditions, stipulated in the Tender Document.
16. Rates quoted by the contractor shall be as indicated in the tender and may be extended further with mutual consent of NABARD and the contractor.

DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

Place:

(Signature, Seal and Stamp of tenderer)

DATE:

ADDRESS:

NAME and SEAL

ANNEXURE - A

INDEMNITY BOND

(On Rs.100/- Stamp Paper)

KNOW all men by these presents that I, Shri. of
M/sdo hereby execute Indemnity
Bond in favor of National Bank for Agriculture and Rural Development (NABARD), having
their Regional Office at Nayapalli, Civic Centre, Bhubaneswar - 751015 and
M/s..... having their office
at on this day of2022.

*WHEREAS NABARD have appointed M/s.....as the Contractor
for their proposed work relating to “**Construction of Meeting Hall in Ground Floor of
Office at Ankur 2/1, Nayapalli, Civic Centre, IRC Village, Bhubaneswar, Odisha,
751015..”.***

THIS DEED WITNESSETH AS FOLLOWS:-

I/We M/shereby do Indemnify, and same harmless
NABARD against and from

1. any third party claims, civil or criminal complaints liabilities, site mishaps and other accidents or disputes and/or damages occurring or arising out of any mishaps at the site due to faulty work, negligence, faulty construction and/or for violating any law, rules and regulations in force, for the time being while executing/executed works by me/us,
2. any damages, loss or expenses due to or resulting from negligence or breach of duty on the part of me/us or any sub-contractor/s if any, servants or agents.
3. any claim by an employee of mine/ours or of sub-contractor/s, if any, under the Workmen Compensation Act and Employers Liability Act, 1939 or any other law, rules and regulations in force for the time being and any Acts replacing and/or amend the same or any of the same as may be in force at the time and under any law in respect of injuries to persons or property arising out of and in the course of the execution of the contract work and/or arising out of and in the course of employment of any workmen/employee.
4. any act or omission of mine/ours of sub-contractor/s if any, our/their servants or agents which may involve any loss, damage liability, civil or criminal action.

IN WITNESS WHEREOF THE M/s has set his/their hands
on thisday of2022.

SIGNED AND DELIVERED BY THE AFORESAID M/s

IN THE PRESENCE OF WITNESS:

(1)

(2)

ANNEXURE - B

PERFORMANCE UNDERTAKING FROM THE CONTRACTOR

The Chief General Manager
National Bank for Agriculture and Rural Development,
Odisha Regional Office,
Nayapalli, Civic Centre,
IRC Village P.B.No.1863
Bhubaneswar-751015

WHEREAS

1. National Bank for Agriculture and Rural Development (NABARD) is desirous of getting the **Tender for Construction of Meeting Hall in Ground Floor of Office at Ankur 2/1, Nayapalli, Civic Centre, IRC Village, Bhubaneswar, Odisha, 751015..** (hereinafter referred to as "the said Buildings") and for that purpose invited tenders.
2. Pursuant to the acceptance by NABARD of the tender dated..... submitted by us i.e. NABARD has issued Work Order bearing dated..... (hereinafter referred to as "the said order")
3. It is one of the terms of the said order that External and Internal Repair/Renovation Works including Painting, Civil, Plumbing, Sanitary, Water Proofing, Bathrooms, etc., to the said buildings (hereinafter referred to as "the said works") shall be carried out as per the system of treatment developed by any specialized agency.
4. It is also one of the terms of the said order that we shall furnish to NABARD a performance undertaking against any defect which may arise in a period of five years from the date of virtual completion pertaining to both the materials and workmanship in respect of the said works and which performance undertaking shall be signed by M/s and which shall be valid for duration of five years from the date of virtual completion of the said works.

NOW, THEREFORE, THIS PERFORMANCE UNDERTAKING WITNESSETH THAT:

1. We have carried out the said works. We have read and understood the terms and conditions of the said works as provided in the said order.
2. After Virtual Completion of the said works and before the completion of the day of....., if at any time or times the said works treated by us in any way get damaged either due to the inadequacy of the work carried out or due to any other reason, whatsoever relating to the specifications, workmanship, etc., we hereby undertake to carry out necessary remedial measures up to five years from the date of virtual completion of the said works to such extents without any extra cost to NABARD. The decision of NABARD in regard to the question as to whether there is any damage shall be treated as final and binding on us. We shall diligently, efficiently and satisfactorily rectify the defects or faults detected/arising, during the aforesaid period to the full satisfaction of NABARD and also undertake to attend to the rectification work and

reinstate the surfaces disturbed to its original condition after carrying out the rectification work, if necessary, by arising new materials at no extra cost to NABARD.

We shall not revoke it without written consent of NABARD.

Signed by:

For and on behalf of M/s

Date :

Place :

Signature, Seal and Stamp of tenderer

Signed by:

For and on behalf of M/s

Date :

Place :

ANNEXURE - C

VIRTUAL COMPLETION CERTIFICATE

Having executed the work in terms of the contract, we hereby certify and affirm that we have virtually completed the contracted works.

We hereby certify that the work has been executed wholly to our satisfaction and with materials and workmanship in accordance with the contract.

We do certify further that we have executed the work in accordance with the applicable laws and without any transgression of such laws.

Signature of the Contractor

Place:

Name:

Address:

Date:

Seal

Signature, Seal and Stamp of tenderer

ANNEXURE - D

PROFORMA FOR ELECTRONIC PAYMENT

Details of Bank account to be furnished by the contractors/service providers for effecting payment with phone nos.

1	Name of the account holder (As appearing in the Bank account)	
2	Name of the Bank	
3	Name of the Branch	
4	Account Number	
5	RTGS/NEFT/IFS Code	
6	Type of account (Savings, Current, etc.)	
7	PAN Number	
8	GSTN Number	

Signature
Seal & Stamp

Please attach

- (1) One original cancelled cheque leaf of the above Bank account and
- (2) Copy of PAN Card
- (3) Allotment letter/registration letter under GSTN
- (4) Copy of address proof/Aadhaar

ANNEXURE - E

PRE-CONTRACT INTEGRITY PACT

(To be submitted on ₹200 Stamp Paper only on first page and remaining document on normal A4 size pages duly signed by the bidder)

Between

National Bank for Agriculture and Rural Development (NABARD) hereinafter referred to as “The Principal”

And

..... hereinafter referred to as “The Bidder/Contractor”

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for..... The Principal values full compliance with all relevant laws of the land, rules, regulation, and economic use of resources and of fairness /transparency in its relations with its Bidder(s) and/or Contractor(s).

In order to achieve these goals, the Principal will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 – Commitments of the Principal

- (1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
 - a. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - b. The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will, in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
 - c. The Principal will exclude from the process all known prejudiced persons.
- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 – Commitments of the Bidder(s)/Contractor(s)

- (1) The Bidder(s) / Contractor(s) commit themselves to take all measures necessary to

prevent corruption. The Bidder(s)/ Contractor(s) commit themselves to observe the following principles during participation in the tender process and during the contract execution:

- a. The Bidder(s) / Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
 - b. The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
 - c. The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d. The Bidder(s)/Contractor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly the Bidder(s)/Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any.
 - e. The Bidder(s) /Contractor(s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
 - f. Bidder(s) /Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.
- (2) The Bidder(s) /Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 – Disqualification from tender process and exclusion from future contracts

If the Bidder(s) /Contractor(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form which put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process.

Section 4 – Compensation for Damages

- (1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.

- (2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 – Previous transgression

- (1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process.

Section 6 – Equal treatment of all Bidders / Contractors/ Subcontractors

- (1) In case of Sub-contracting, the Principal Contractor shall take the responsibility of the adoption of Integrity Pact by the Sub-contractor.
- (2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors
- (3) The Principal will disqualify from the tender process all bidders who do not sign the Pact or violate its provisions.

Section 7 – Criminal charges against violating Bidders(s) / Contractor(s)/ Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 – Independent External Monitor

- (1) The Principal appoints competent and credible Independent External Monitor for this Pact after approval by the Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

The Independent External Monitor appointed for NABARD is-

Dr. Sanjay Kumar Panda, IAS
(Retd) 515, Ward No.3 Sideshwar
Sahi Cuttack City, Cuttack
district Odisha 753 008

- (2) The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory for him / her to treat the information and documents of the Bidders /Contractors as confidential. He / she reports to the Chairman, NABARD.

- (3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractors.
- (4) The monitor is under contractual obligation to treat the information and documents of the Bidder(s) /Contractor(s) / Sub-contractor(s) with confidentiality. The Monitor has also signed declarations on 'Non-disclosure of Confidential Information and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, NABARD and recuse himself/herself from that case.
- (5) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project, provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
- (6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
- (7) The monitor will submit a written report to the Chairman, NABARD within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposal for correcting problematic situations.
- (8) If the Monitor has reported to the Chairman, NABARD, a substantiated suspicion of an offence under the relevant IPC/PC Act, and the Chairman NABARD has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
- (9) The word 'Monitor' would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contract or 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings. If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharge/determined by the Chairman of NABARD.

Section 10 – Other provisions

- (1) This agreement is subject of Indian Law, Place of performance and jurisdiction is the Head Office of the principal, i.e. Mumbai.
- (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- (3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- (5) Issues like Warranty/Guarantee etc. shall be outside the purview of IEMs.
- (6) In the event of any contradiction between the Integrity Pact and its Annexure, if any, the Clause in the Integrity Pact will prevail.

(For & On behalf of the Principal)
(Office Seal)

(For & on behalf of the Bidder/Contractor)
(Office Seal)

Place _____

Date _____

Witness 1:

(Name &Address)

Witness2:

(Name &Address)

ANNEXURE - F

ORGANIZATIONAL/FINANCIAL PROFILE OF THE BIDDER

Sl. No.	Particulars	
1	Constitution (Proprietary/Partnership/ Private Ltd. /Public Ltd.	
2	Date of Establishment	
3	Address for Communication Postal Telephone/Mobile Email	
4	Classification	
5	If Joint Venture, then specify names of Partners in the Service Support Co, JV	i) ii)
6	Others (please specify)	
7	Name(s) of Proprietor(s) / Partner(s) / Directors	Position/Designation
8	Number of Engineers/ Staff familiar with the Product/ Services offered.	
9	Total Number of Employees	
10	Number of locations where Service Support Centers are available.	

Business Figures for 3 years (copies of supporting documents to be enclosed)

Year	Turnover (₹. Lakh)	Net Profit (₹. Lakh)
Current Year		
Last Year		
Year Before Last		

List of reputed major Corporate Customers to whom the similar services were provided: *(Please furnish details in the following format. Important: Indicate the contract details of at least 3 years)*

Name and address of the Customer with phone number	Services Rendered	Year of Supply/Service	Brief details of items supplied/Services rendered	Approx. Value of order (₹)	Whether the Customer is continuing under Warranty/AMC

IT returns for last 3 years (copies to be submitted)

Financial Year	
2019-20	
2020-21	
2021-22	

Signature, Stamp of Vendor/Bidder Name:

ANNEXURE - G

LIST OF PROFESSIONAL STAFF

List of professional staff with the contractor, giving their qualification, experience, including that in the present organisation*

S No	Name	Age	Qualification	Experience	Nature of works handled	Name of the assignments handled	Date from which employed in current organization
1	2	3	4	5	6	7	8

*** Use separate/additional sheets as per the requirement**

Signature of the applicant with full address and office seal

Note: Indicate other points (including clients' certificates), if any, relating to your technical and managerial competency which you would like to bring to our notice.

SAFETY CONDITIONS OF THE CONTRACT

SAFETY CODE

The contractor shall be responsible for all injury to persons, and for all structural and decorative damage to property which may arise from the operation or neglect of contractor or their staff or damages arising from carelessness, accident or any other cause whatsoever in any way connected with carrying out of the contractor. The contractor shall indemnify the Bank and hold it harmless in respect of all and any such injury or damages to persons or property as aforesaid and also in respect of any claim made in respect of injury or damages under Acts of Government or otherwise and also in respect of any Award of compensation of damages consequent upon such claims.

The Contractor shall maintain in a readily accessible place first aid appliances including adequate supply of sterilized dressings and cotton wool.

An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.

It is entirely the responsibility of the contractor to follow the safety procedures such as using safety belts, life lines, helmets, rubber gloves etc. depending upon the nature of works Contractor is free to approach NABARD for any suggestion in this regard. However any lapse in this regard will be viewed seriously.

Penal action will also be taken if the contractor's supervisors and workmen do not wear the uniforms and photo identity cards issued by the contractor and thus pose a security risk to the safety of the Bank's establishments, its Officers' and the families of its Officers' residing in flats. The decision of the Bank in all such cases attracting penalties shall be final and binding on the contractor.

An adequate insurance coverage shall be arranged by the contractor for all employees/workmen against accident & the Bank shall not be responsible for any liability arising out of any accident / injury caused to the employees/workmen while executing the work.

The Bank shall be at liberty and is hereby empowered to deduct the amount of any damages compensation, cost charges and expenses arising or accruing from or in respect of any such claim or damages from any or all sums due or to become due to the contractor.

Smoking and chewing pan/ tobacco are prohibited in the Office. As part of the contract, the contractor must satisfy the above mentioned safety requirements and must ensure at all the time that these are followed without any deviation.

Declaration by the Contractor

We / I have read and understood the Safety code for the entire Office premises and, we / I have taken into account the above while quoting the rates. We / I accept all the above points without any reservation from our / my side, in all respects.

Signature of the Bidder with seal

Name and Seal

Place:

Date:

Address

**PRICE BID/ BOQ
(Part-II)**

Construction of Meeting Hall in Ground Floor of Office at Ankur 2/1, Nayapalli, Civic Centre, IRC Village, Bhubaneswar, Odisha, 751015.

S.No	Description	Qty	Unit	Rate	Amount
1	Brick Work: Using Fly ash bricks of size 23cm x 11 cm x 8 cm having crushing strength not less than 75 kg. Per Sq. Cm. In cement mortar of mix (1:6) with cement and screened and washed sharp sand for mortar after immersing the bricks for 6 (six) hours in water before use as directed by the Engineer-in-Charge. (IS 3495). a) Height of brick wall will be 2Feet 6Inches for two sides and upto the roof for back side of stage.(Ref. to diagram) b) Dismantling of old tile in stage area (27'4"X6') and rising it to 2feet 6 inches.	15 Lump sum	Cu.m		
2	Plastering: 12 mm thick cement plaster in cement mortar of mix (1:6) in all Brick wall using screened & washed sharp river sand for mortar with approved quality of cement, finished smooth to the even surface of the brick masonry walls after racking out the joints properly ,providing grooves wherever necessary including cost, conveyance, loading, unloading, stacking, royalties and taxes of all Materials, cost of all Labour, Watering, Curing, Rounding of corners etc. required for the work complete etc. as directed by the Engineer- in –charge	170	Sq.m		
3	Wall Tiling: Providing and fixing of ceramic wall tile of approved make over the new brick wall On 3 sides (internal, external and top) or As per the direction of Engineer-in-Charge. Cost Including labour, tile, material etc. NB: Design and color of tile to be discussed before fixing.	105	Sq.m		
4	Internal Painting: Prepare and apply one coat of primer and two coats of emulsion paint of approved colour and quality to internal faces of walls including 3 layer of putty work etc.	60	Sq.m		
5	Ceramic Flooring: Providing and laying 600 x 600 x 8 mm thick. vitrified tiles as specified below conforming to I.S.15622-2006 with water absorbtion less than 0.08% for flooring of an approved, quality, make and pattern /design for flooring including cement mortar bedding of 25 mm thick in 1:4 proportion, cutting. Price Include labour, material etc. NB: Suitable Gradient to be done to avoid obstruction for participants setting at the back.	2335	Sq.ft		

6	UPVC Door: Providing and fixing UPVC Door of approved make as per the direction of engineer-in-charge. Door (2): 6'X7' Door(2): 4'X7'	150	Sq.ft		
7	UPVC Window : Providing and fixing UPVC Partition above the brick wall to the roof. In which 5Feet 6 inches will be of sliding type and rest will be of fixed type UPVC partition with 8mm toughened glass with all fittings like rollers, locking arrangement, beading, handle etc. & required hardware of approved quality as per the direction of engineer-in-charge.	700	Sq.ft		
8	Tiling(Bathroom): Providing and fixing of ceramic wall and anti-skid floor tile of make kajaria/Johnson In toilets(wall tilling up to the roof level).	800	Sq.ft		
9	Bathroom fittings: Providing and fixing of 2 new bathroom fixtures as per the site requirement including all required fittings . <ul style="list-style-type: none"> • C.P Bib cork • Connection pipe • C.P Towel rod • C.P Soap Disk • 2 Mirror • C.P Shower • C.P Pillar Cork • 4 Wash Basin With Pedestal • Basin waste pipe • C.P Angle cork • 5 White Senior Urinal for Gents Toilet • 2 White Ladies Urinals • PVC Doors <i>N.B: All other required fittings/fixtures not included in boq may be installed as per the direction of Nabard Representative.</i> <ul style="list-style-type: none"> • Concealing Work in Bathrooms: Providing and concealing of water supply pipes lines (CPVC) including all Fittings.	LUMP SUM			
10	SEWAGE LINE: Providing Sewage line from bathroom to the Nearest Sewage Chamber. Including cost of labour, pipes, CI cover etc.	LUMP SUM			
	Total.				
	GST.				
	Grand Total (Rs.)				
	Grand Total in Words				

Note:

- a) The passenger lifts in the buildings will not be given for transportation/carriage of materials/debris of work. The contractor has to use the staircases for the purpose.
- b) The quoted rate shall be workable and inclusive of all material and labour cost as well as contractor profit, overheads/Income Tax as applicable, and inclusive of GST.
- c) The estimated value of this contract is Rs.19,90,000/- inclusive of GST.
- d) The contractor should have valid GST registration. While raising RA/final bills, the contractor should write their GSTIN number in the Tax Invoice and should also clearly indicate applicable SGST/CGST amounts payable. Any changes in GST rate prevailing shall be applicable on the quoted rates.
- e) The bidders qualified in the Technical Bid will be eligible for empanelment under Civil and plumbing category.
- f) The L-1 agency will be decided on the basis of total amount quoted for the work in the Price Bid
- g) The contractor has to quote for all the items of the tender. Incomplete tenders and tenders without EMD will be rejected.
- h) In case in any change of quantity, payment will be made on pro rata basis.

LIST OF APPROVED MAKE OF MATERIALS / TRADE.

1. Unless otherwise mentioned any one of the approved makes or brands shall be allowed to be used. Other specific equivalent brands with BIS mark may be allowed to be used if approved by NABARD.
2. The tenderer shall distinctly understand that it will not be their prerogative to insist on a particular brand from the list. Final selection will be done with the approval of NABARD.
3. Wherever contractor proposes to use equivalent makes (i.e. other than specified), the same shall be done after prior approval of the Employer / Architect. Any additional expenditure and time due to this shall be solely on contractor's account and no claims whatsoever shall be entertained in this regard.
4. If the schedule of quantities prescribes a particular brand of materials or fittings, the same shall be considered while quoting the rates.

S.no	Material	Brand
1	Tiles	Kajaria Ceramics Ltd Somany Ceramics Ltd RAK ceramics Ltd. Johnshon ceramics OR EQUIVALENT
2	Tiles Adhesive	Simcrete, Berger, Roff, Dr fixit or equivalent
3	CPVC pipes	Supreme, Oriplast OR EQUIVALENT.
4	Bathroom Fittings	Kohler, Jaquar, Cera, Parryware OR EQUIVALENT
5	Cement	Ultratech, Lafarge, Dalmia
6	UPVC	Prominace, Fenesta, Profine India, NCL Veka, Encraft, Rehau, Aluplast, Aparna, Simta and Duroplast or Equivalent

(Signature of the Tenderer)

Date

Address

Name and Seal

:

10'

15'8"

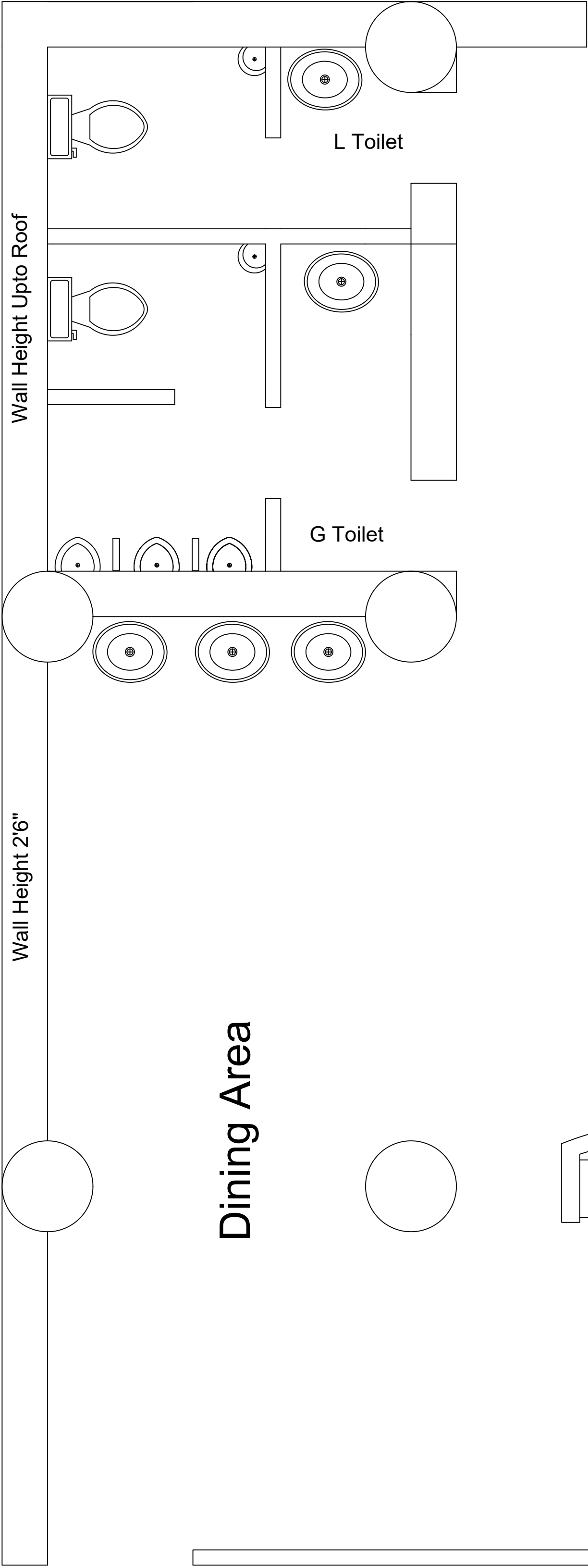
15'8"

15'8"

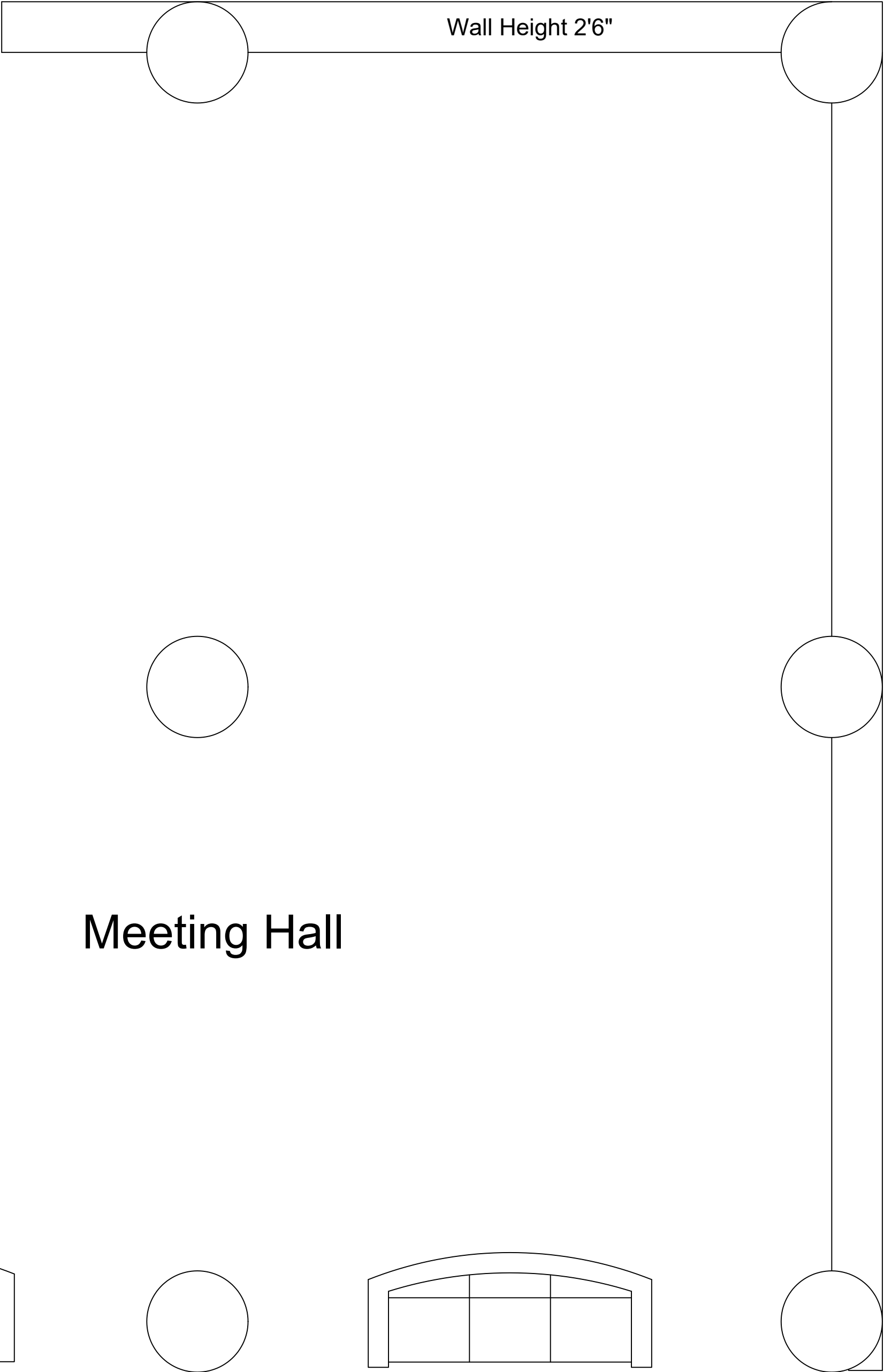
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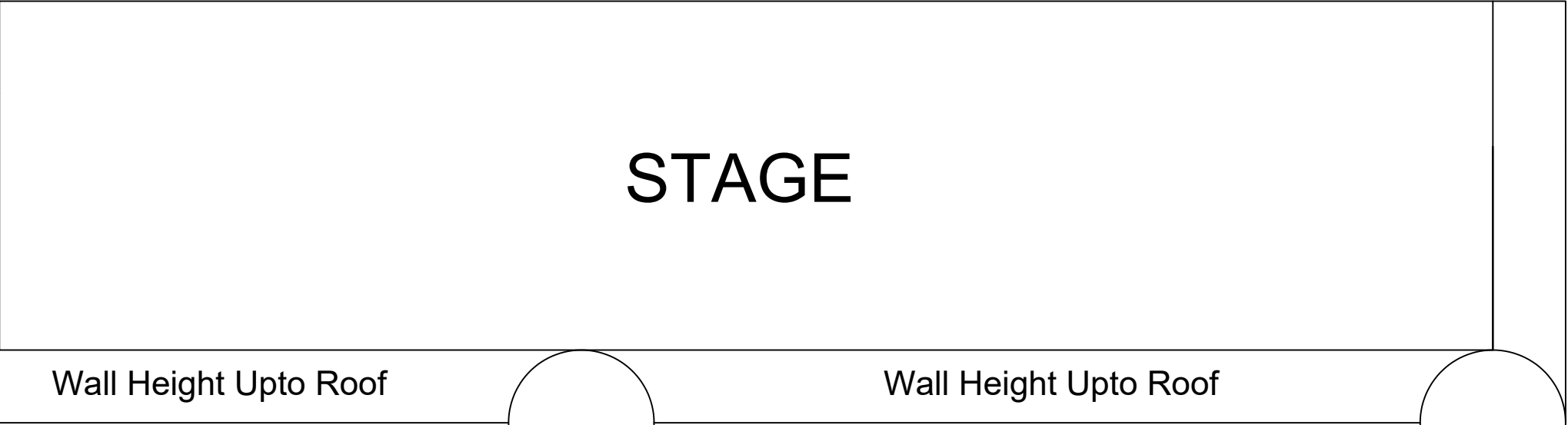


EXIT



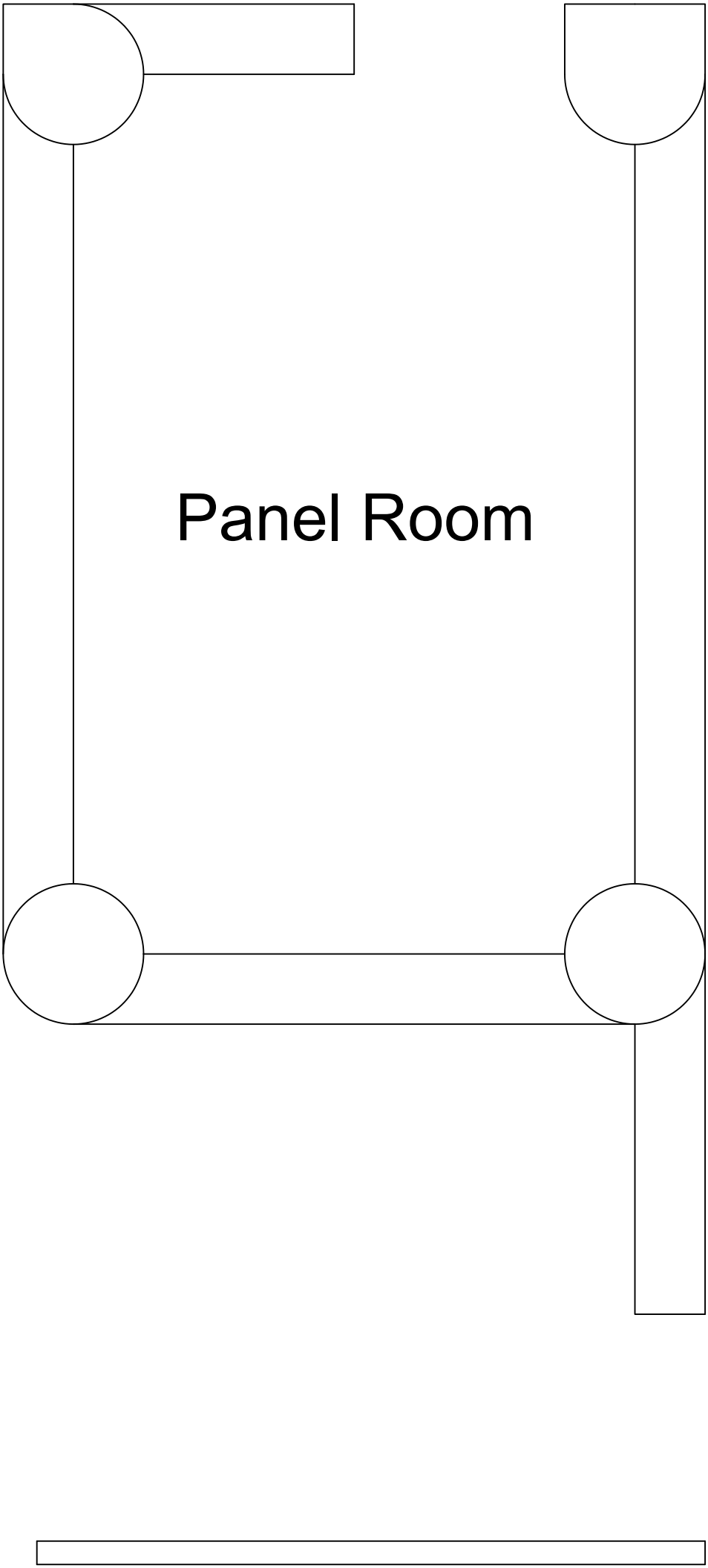
Meeting Hall

Dining Area

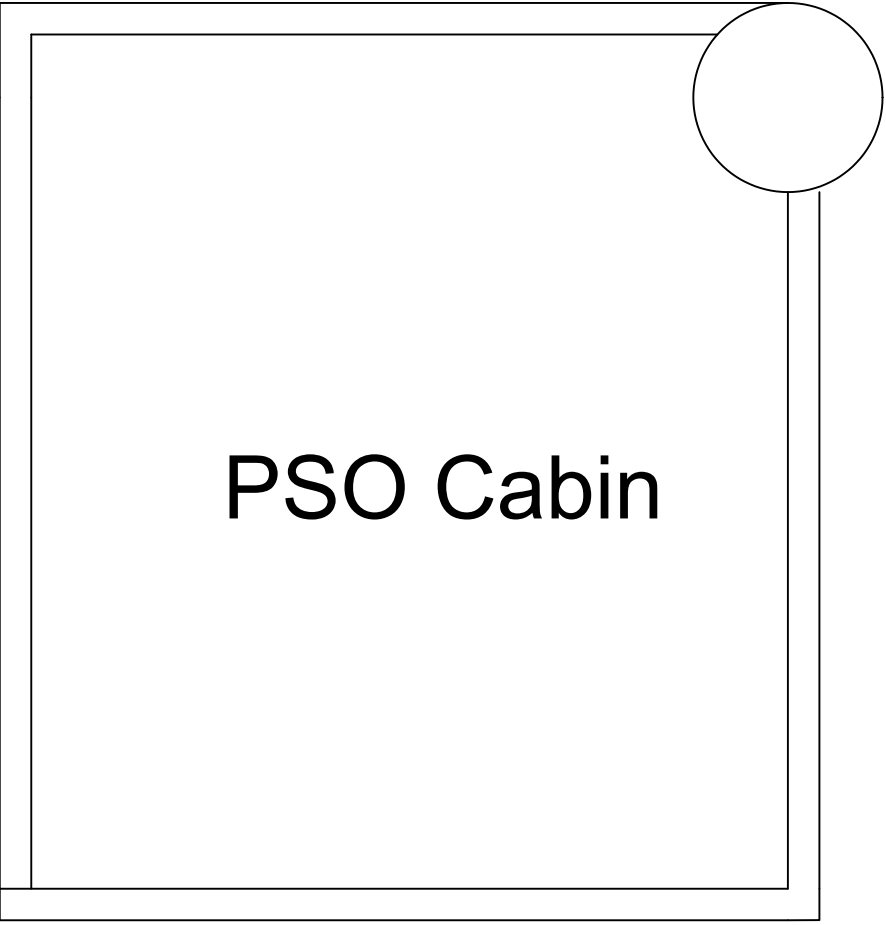


STAGE

15'8"



Panel Room



PSO Cabin

open space