Limited Tender for
Laying of Kota Stone in Staircases in 3 blocks at
Staff Quarters, Housefed complex, Phase – X,
Sector -64, Mohali

Punjab Regional Office
Plot No. 3, Sector -34-A, Chandigarh – 160022
Email: dpsp.punjab@nabard.org

Important Dates and Time

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Note: Any change in above schedule, on account of reasons, whatsoever, shall be informed to the bidders by e-mail. Tenderers are advised to periodically check their e-mails for latest updates related to this Tender.
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Ref.No. NB.PJB.DPSP/ Laying of kota stone - SQ/ 311 / 2024-25
06th June 2024

To,

Empaneled Vendors,
Empaneled under the service category - Civil Works

Dear Sir,

NOTICE INVITING TENDER

स्टाफ कार्टर, हाउसफेड कॉम्पलेक्स, फेज- X, सेक्टर - 64, मोहाली के ब्लॉक नंबर 18, 19 और 20 की सीढ़ियों में प्रस्तावित कोटा स्टोन लगाने के लिए

FOR PROPOSED LAYING OF KOTA STONES IN STAIRCASES IN 3 BLOCKS VIZ.
BLOCK NO. 18, 19 & 20 AT STAFF QUARTERS, HOUSEFED COMPLEX, PHASE – X, SECTOR – 64, MOHALI

1. नाबालिग, पंजाब क्षेत्रीय कार्यालय, चंडीगढ़, "स्टाफ कार्टर, हाउसफेड कॉम्पलेक्स, फेज- X, सेक्टर - 64, मोहाली के ब्लॉक नंबर 18, 19 और 20 की सीढ़ियों में कोटा स्टोन लगाना" चाहिए है। क्षेत्रीय कार्यालय इस कार्य के लिए सिविल कार्यों के तहत सूचीबद्ध ठेकेदारों/फर्मों से सीमित/ऑफिशियल प्रस्ताव आमंत्रित करता है। आपसे अनुरोध है कि उपरोक्त कार्य के लिए अपना प्रस्ताव निविदा दस्तावेज में उल्लिखित विभिन्न विवरणों और अन्य नियमों व शर्तों के अनुसार प्रस्तुत करें। निविदा दस्तावेज में विशेष रूप से उल्लिखित विस्तृत विवरण और अन्य आवश्यकताओं के अनुसार उपरोक्त कार्य के लिए आपका प्रस्ताव सीलबंद लिफाफे में प्रस्तुत करें।

NABARD, Punjab Regional Office, Chandigarh, intends to undertake “Laying of Kota Stone in Staircases in 3 blocks viz: Block No. 18, 19 & 20 at Staff Quarters, Housefed complex, Phase – X, Sector -64, Mohali”. The Regional Office invites limited/offline offer from the empaneled contractors/firms empaneled under civil works for the same work. You are requested to submit your offer for the aforesaid work as per detailed specifications and other terms & conditions mentioned in the tender document. The offer may be submitted in a sealed envelope for the aforesaid work as per detailed specifications and other requirements as mentioned more specifically in the tender document.

2. निविदा दस्तावेज़ नाबालिग की वेबसाइट www.nabard.org पर भी उपलब्ध है और इसे केवल इंटरनेट पात्र विभाग द्वारा संदर्भित किया जा सकता है।

The tender document is also available on NABARD website www.nabard.org and can be downloaded for reference, only by interested eligible bidders.

3. एकल सीलबंद लिफाफा मुख्य महाप्रबंधक, नाबालिग, पंजाब क्षेत्रीय कार्यालय, प्लाउट नंबर 3, सेक्टर 34-A, चंडीगढ़ - 160022 के पते पर जमा करें और लिफाफे के ऊपर स्टाफ कार्टर्स, हाउसफेड कॉम्पलेक्स, फेज - X, सेक्टर -64, मोहाली में सूचीबद्ध विक्रेता से "ब्लॉक नंबर 18, 19 और 20 की सीढ़ियों में कोटा स्टोन लगाने के लिए कोटेशन" भी दिखे।

Single Sealed Envelope shall be submitted to CHIEF GENERAL MANAGER, NABARD, PUNJAB REGIONAL OFFICE, Plot No. 3, Sector 34-A, Chandigarh - 160022 and Envelope should also be super scribed “Quotation for Laying of Kota Stone in Staircases in 3 blocks viz: Block No. 18, 19 & 20 at Staff Quarters, Housefed complex, Phase – X, Sector -64, Mohali”.примерный перевод:
4. सीलबंद कोटेशन जमा करने की अंतिम तिथि 26 जून 2024 अपराह 03:00 बजे तक है।

**Last date for the submission of sealed quotations is 26th June 2024 till 03:00 pm.**

5. वित्तीय बिड में शामिल होगा: मात्राओं की विधिवत मूल्य निर्धारण अनुसूची

Financial Bid shall contain: Duly Priced Schedule of Quantities

6. कोटेशन 27 जून 2024 को सुबह 11:00 बजे खोली जाएगी।

**The Quotations will be opened on 27th June 2024, at 11:00 AM.**

7. बोलियों/कोटेशन में कोई भी शर्त नहीं होनी चाहिए और प्राप्त ऐसी किसी भी सर्वश्रेष्ठ बिड को अस्वीकार कर दिया जाएगा।

Bids/quotations shall not contain any condition and any conditional bids shall be rejected out rightly.

8. निविदाएं भरने से पहले, बिड लगाने वाले निम्नलिखित बातों पर ध्यान दें:

Before filling up the tenders, the bidders may note the following:

बिड़ खुलने की तारीख से 3 महीने तक स्वीकृति के लिए खुली और वैध रहेगी।

The bids shall remain valid and open for acceptance for 3 months from the date of Opening of Bid.

कार्य संपूर्णता का समय: प्रस्तावित कार्य की पूरा करने का समय कार्य आदेश जारी होने के 10वें दिन से 60 दिन होगा।

**Time of Completion: The time of completion of the proposed work shall be 60 days from the 10th day of issue of work order.**

कार्य के पूरा होने में देरी के लिए निर्णय हुजूम: प्रति संताप निर्णय हुजूम की मात्रा अनुमानित लागत का 0.25% होगी, जो स्वीकृति निविदा राशि के अधिकतम 5% के अंतर्गत होगी। एक संताप के अंश की देरी एक संताप की देरी के रूप में लिया जाएगा।

Liquidated damages for delay in completion of the works: The quantum of liquidated damages per week shall be 0.25% of the estimated cost, subject to a maximum of 5% of the accepted tender amount. The fraction of a week’s delay will be taken as a delay of one week.

9. नाबार्ड बिना कोई कारण बताए किसी भी प्रम/फर्मों के किसी भी/सभी कोटेशन को आंशिक या संपूर्ण रूप से स्वीकार या अस्वीकार करने का अधिकार सुरक्षित रखता है।

**NABARD reserves the right to accept or reject any/all quotations/s in part or whole of any firm / firms without assigning any reasons whatsoever.**

10. सुफिल बिड लगाने वाले की कार्य आदेश जारी होने की तारीख से 14 दिनों के भीतर संलग्न मानक प्राप्त (करार की नियमावली) के अनुसार संशोधित गैर-न्यायिक स्टांड पेपर पर अपनी लागत पर नाबार्ड के साथ समझौता निर्धारित करना होगा। गलत और/या अधृती जानकारी वाले आवेदन अस्वीकार किए जाएंगे।

The successful bidder shall execute an agreement with NABARD at his cost on non-Judicial stamp paper as amended in accordance with the standard format enclosed
(Articles of Agreement) within 14 days from the date of issue of work order. Applications containing false and/or incomplete information are liable for rejection.

11. बॉलिया/कोटेशन/कार्य का दायरा आदि संबंधित किसी भी मुद्दे को स्पष्ट करने के लिए संभावित बिड लगाने वालों के साथ 13 जून 2024 को अपराह्न 03.00 बजे नाबार्ड, पंजाब क्षेत्रीय कार्यालय, प्लाट नंबर 3, सेक्टर - 34-ए, चंडीगढ़ - 160022 में बिड-पूर्व बैठक आयोजित की जाएगी। बिड लगाने वालों से अपेक्षा की जाती है कि वे बिड-पूर्व बैठक में उपस्थित होने से पहले इस दस्तावेज़ को अचूक तरह से पढ़ कर आएं, ताकि कार्य के सभी पहलुओं को समझ सकें।

A pre-bid meeting will be held at NABARD, PUNJAB REGIONAL OFFICE, Plot No. 3, Sector – 34-A, Chandigarh – 160022 at 03.00 pm on 13th June 2024 with the prospective bidders, to clarify any issues pertaining to the bids/quotations/scope of work etc. The bidders are expected to thoroughly read this document before being present for the pre-bid meeting, so as to understand all aspects of the work.

12. ठेकेदारों को सलाह दी जाती है कि वे साइट दर्शन करें और समग्र कार्य की संतोषजनक गुणवत्ता की सुनिश्चित करें। बिड-पूर्व बैठक में मांगों जाने वाले स्पष्टीकरण हमारे कार्यालय में लिखित रूप में प्रस्तुत किए जाएं या बिड-पूर्व बैठक की तारीख से कम से कम दो दिनों दिवस पहले dpsp.punjab@nabard.org पर भेज दिए जाएं। बिड-पूर्व बैठक में दिए गए स्पष्टीकरण भी निविदा दस्तावेज़ का हिस्सा बनेंगे और वेबसाइट पर अपलोड किए जाएंगे। यदि आवश्यक हो, तो नाबाद को प्री-बिड मीटिंग के बाद प्राइस बिड को संशोधित करने का अधिकार है और इसे वेबसाइट पर अपलोड किया जाएगा।

The contractors are advised to conduct a site survey and satisfy themselves about the overall quality of work. The clarifications being sought in the pre-bid meeting may be submitted in writing at our office or mailed to dpsp.punjab@nabard.org at least two working days prior to the date of pre-bid meeting. The clarifications given in pre-bid meeting will also form part of tender document and will be uploaded on the website. NABARD reserves the right to revise the Price Bid or any other document after pre-bid meeting, if required, and same will be uploaded on website.

13. बिड के संबंध में प्रचार करना सख्त मना है और प्रचार करने वाले ठेकेदारों द्वारा प्रस्तुत की गई बिड अस्वीकार कर दी जाएगी।

Canvassing in connection with bids is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.

Yours faithfully,

(R K Mogha)
Assistant General Manager
Form of Tender

The Chief General Manager
National Bank for Agriculture and Rural Development
Punjab Regional Office
Plot No.3, Sector -34-A
Chandigarh - 160022

Dear Sir,

Laying of Kota Stone in Staircases in 3 blocks viz: Block No. 18, 19 & 20 at Staff Quarters, Housefed complex, Phase – X, Sector -64, Mohali

1. Having examined the tender document 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 including all applicable taxes mentioned in the Price Bid, in all respects of the tender and with such materials as are provided for, in accordance with such conditions in so far as they may be applicable.

2. MEMORANDUM

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<th>Specification</th>
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<td>a</td>
<td>Description of works</td>
<td>LAYING OF KOTA STONES IN STAIRCASES IN 3 BLOCKS VIZ. BLOCK NO. 18, 19 &amp; 20 FROM EMPANELED CONTRACTORS AT STAFF QUARTERS, HOUSEFED COMPLEX, PHASE – X, SECTOR – 64, MOHALI</td>
</tr>
<tr>
<td>b</td>
<td>Time allowed for completion of the work</td>
<td>The time of completion for the work shall be Sixty days from the 10th day of issue of work order.</td>
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<tr>
<td>c</td>
<td>Retention Money Deposit (RMD)</td>
<td>5% from every RA bill.</td>
</tr>
</tbody>
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Shall 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 in so far as they may be applicable or in default thereof to forfeit the RMD and pay to the National Bank for Agriculture and Rural Development, the amount mentioned in the said tender conditions.

All the above conditions are acceptable to me/ us.

Yours faithfully,

Signature of the Applicant

Full address

Contact number and email
General Instructions To The Contractors And General Conditions

1. Contractors are advised to visit the site and thoroughly understand the nature and scope of the works and be familiar with the site conditions before quoting.

2. Quoted rates shall be workable and reasonable and shall include incidental and all overheads and profits. The contractor shall furnish Rate Analysis for scrutiny of the rates by NABARD, if required.

3. Rates shall be firm for the entire Contract period. No escalation of rates will be allowed for the entire contract period on any account.

4. Materials used shall conform to relevant codes.

5. 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.

6. Income Tax, Goods and Service Tax (GST), Works Contract Tax and other taxes, etc. as applicable will be deducted from total payment due to the Contractor as per the statutory requirements.

7. The contractor shall arrange to obtain necessary insurance cover (Workmen compensation policy) for his employees at his cost and shall be responsible for the safety of persons, employed by him.

8. The entire work is required to be completed as specified in the tender.

9. 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.

10. The contractor shall 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.

11. Tenderers are instructed to put their Firm's endorsement on each page of the Tender Document, as a token of their perusal.

12. No alterations or additions are to be made by the Tenderer to the text of the schedule of these Tender papers.

13. The work shall be carried out under the supervision of Banks official/representative. Tenderers should note that their Tenders shall remain open for consideration for a minimum period of 60 days from the last date for opening of Financial Bid/opening of Tender.

14. The lowest bidder will be decided on the total estimates for the given work i.e. by totalling all rows of price bid table.
15. The Contractor or his authorized representative shall visit the site frequently as required by NABARD and meet NABARD’s Official/Engineer with prior appointment for any clarifications and to receive instructions, take measurements, etc. at the site.

16. The Contractor shall engage qualified technical personnel/supervisor in respective Engineering field/s to supervise the work on daily basis as per the specifications and instruction of the Bank's Official/Engineer. The supervisor shall maintain daily log book for the work done at site flat wise and get it certified on weekly basis by the Bank’s Official/Engineer. The supervisor has to ensure that the work is being undertaken as per the bar chart/work schedule submitted at the time of acceptance of work. Weekly report of the work status is required to be submitted by contractor that shall be followed by review of work on site by NABARD Office.

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

18. Any act of indiscipline / misconduct / theft / pilferage on the part of any employee engaged by the Contractor resulting in any loss to NABARD or neighbourhood 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.

19. In case of any default or failure on Contractor’s part to comply with all / any one of the Terms / conditions, NABARD reserves 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.

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

21. The Contractor shall 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.

22. The contractor by his own expenses and risk shall shift any furniture, 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.

23. The work shall be carried out with least inconvenience to the occupants. The workmen employed by the contractor shall 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.
24. The contract can be terminated by NABARD on 07 days notice if services are found to be unsatisfactory and if there is no improvement even after issue of two such notices to the contractor.

25. The Contractor shall provide everything necessary for the proper execution of the works. No payment in this respect will be made by NABARD.

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

27. Any defect which may appear within the Defect Liability Period of one year after the Virtual completion of work shall be rectified by the Contractor at his cost and only thereafter the Security Deposit (RMD) will be refunded to the Contractor.

28. The RMD shall 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 or contractor commits breach of any of the terms and conditions of the contract, NABARD has the right to forfeit the RMD. This forfeiture is independent of the liquidated damages provided for the contract.

29. Retention Money Deposit: Retention Money Deposit (RMD) shall be deducted @ 5% of the value of work done from every running bill and shall be refunded after expiry of defect liability period of one year after the date of virtual completion of the work provided the Contractor has satisfactorily carried out all the rectification works and attended to all defects to the satisfaction of NABARD.

30. No mobilization advance will be given to contractor.

31. Defect Liability period: One year from the date of Virtual Completion of works certified by NABARD.

32. Liquidated Damages: 0.25% of the accepted Tender Value per week or part of the week subject to maximum of 5% of the value of work.

33. PAYMENT: The contractor shall be entitled to receive payments on submission of interim bills of amount more than Rs. 2.00 lakhs only during execution of work. The contractor shall submit interim bills only after working out the appropriate measurements jointly recorded with NABARD officials at site in the Measurement Book (MB), this is not only to regulate correctness of quantity but also to facilitate expeditious settlement of the bills. The interim bills submitted by the contractor will be paid by NABARD after all the statutory deductions viz. RMD @ 5%, GST, TDS, Work Contract Tax etc. as applicable.

34. NABARD reserves the right to accept/negotiate/reject any Tender either in whole or in part without assigning any reasons thereof whatsoever and without entering into any further correspondence and hence, NABARD shall be under no obligation to accept the lowest of any other Tenders received in response to
this Tender. The decision of NABARD in this regard shall be final and undisputable.

35. The Contractor shall submit the bills along with the accepted and jointly recorded measurement sheets duly certified by the NABARD's Official/Engineer.

36. 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.

37. In case two or more tenderers quote identical/ equal amount, one more opportunity will be given to those tenderers to revise the rates.

38. The bids shall remain valid and open for acceptance for 3 months from the date of opening of Price Bid.

39. Period of Commencement will be 10 Days from the date of letter of issue of work order.

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 without any reservation, in all respects.

PLACE:

DATE:

(SIGNATURE OF THE TENDERER)
SPECIAL CONDITIONS

1. The Tender is strictly on Item Rate basis

2. NABARD takes no responsibility for delay/loss in post or non-receipt of Tender Documents.

3. 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.

4. Rates shall 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 official/Engineer, the Bill will not be accepted/paid.

5. The Contractor shall make necessary arrangement for watch and ward of his materials, Machines etc. stored for the execution of the work at his own risk and cost and NABARD will not be responsible on any account.

6. If the last date of receipt of Tender is a holiday, then submission of Tenders shall be shifted to next working day without change of time and venue.

7. The Tenderer shall 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 Tenders.

8. No Tenderer will be allowed to withdraw his Tender during the validity period. Also, subletting of the Contract is not permitted.

9. Rates shall be filled in the Tender neatly and no corrections shall be made. Use of whitener and over writing is prohibited.

10. Damage to Persons and Property, Insurance etc., if any

10.1 The contractor shall be responsible for all injury, to the workers, persons, animals or things and for all damages to the structural and/or decorative part of property which may arise from the operations or neglect of himself or of any sub-contractor or of any or a sub-contractor’s employees, whether such injury or damage arise from carelessness, accident or any other cause whatsoever in any way connected with carrying out of this contract. The clause shall be held to include inter-alia, any damage to buildings whether immediately adjacent or otherwise, and any damage to roads, streets, foot paths or ways as well as damages caused to the buildings and the works forming the subject of this contract by rain, wind or other inclemency of the weather. The contractor shall indemnify the Employer and hold harmless in respect of all and any expenses arising from any such injury or damages to the person or property as aforesaid and also in respect of any claim made in respect of injury or damage under any acts on compensation or damage consequent upon such claim.

10.2 The contractor shall reinstate all damages of every sort mentioned in this clause so as to deliver the whole of the contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damages to the property of third parties. The contractor shall affect the necessary insurance and indemnify the
employer entirely from all responsibility in this respect. The contractor shall also be responsible for anything, which may be excluded from damage to any property arising out of incidents, negligence or defective carrying out of this contract.

10.3 NABARD shall be at liberty to deduct the amount of any damages, compensation, costs, charges and expenses arising or accruing from or in respect of any such claim or damages from any such due to or to become due to the contractor.

11. The contractor at his cost and risk shall shift/displace the furniture/fixtures etc. as per the needs to facilitate the job during the timing of work and shall re-shift the goods at its initial place without any damage. No extra charges will be paid for it.

12. 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.

13. 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.

14. The Contractor shall submit the bills along with the accepted and jointly recorded measurement sheets duly certified by the NABARD’s Official/Engineer.

15. The Contractor shall have necessary Contract License and comply with the Labour Laws as applicable.

16. Notwithstanding anything stated above, NABARD reserves the right to assess the Tenderer’s capability and capacity to perform the contract, if the circumstances warrant such assessment in the overall interest of NABARD.

17. The decision of NABARD in awarding the work shall be final and cannot be subjected to arbitration.

18. NABARD also reserves the right of supersession of any of the conditions, stipulated in the Tender Document.

19. The Employer reserves the right of altering the nature of work by adding to or omitting any items or work or having portions of the same carried out by the contractor.

20. NABARD reserves the right to award similar/additional works incidental to existing work to the L1 party at the L1 rates as decided in this tender process depending upon the banks requirement.

22. Resolution of Disputes
In case of failure to resolve the disputes and differences amicably, the matter may be referred to a single arbitrator mutually agreed upon after issue of at least 30 days’ notice in writing to the other party clearly setting out the specific disputes therein. In the event of absence of consensus about the single arbitrator, the dispute may be referred to joint arbitrators, one to be nominated by each party, and the said arbitrators shall appoint a presiding arbitrator. The provisions of the Indian Arbitration and Conciliation Act, 1996, shall govern the Arbitration. The venue of the arbitration shall be Chandigarh under the exclusive jurisdiction of the courts at Chandigarh. The language of arbitration shall be English. The award shall be final and binding on both the parties. Work under the contract shall be continued by the selected bidder during the arbitration proceedings unless otherwise directed in writing by
NABARD or unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained. Save as those which are otherwise explicitly provided in the contract, no payment due, or payable by NABARD, to the bidder shall be withheld on account of the on-going arbitration proceedings, if any, unless it is the subject matter, or one of the subject matters, thereof. The cost of arbitration (except the cost and fee of advocates) shall be borne by each party in equal proportion. The cost of the advocates shall be borne by respective party appointing the advocates.

23. Disclaimer
a) The tender is neither an agreement nor an offer and is only an invitation by the Bank to the interested parties for submission of their bids/ offers.

b) The information contained in this document or information provided subsequently to the bidders whether verbally or in documentary form by or on behalf of NABARD is provided to the bidders on the terms and conditions set out in this tender document and all other terms and conditions subject to which such information is provided.

c) The purpose of this tender is to provide the bidders with information to assist the formulation of their bids/ proposals. This tender does not claim to contain all the information each bidder may require. Each bidder should conduct his own investigations and analysis and should check the accuracy, reliability and completeness of the information in this tender and, wherever necessary, may obtain independent advice.

d) Bank makes no assertion or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this tender. Bank may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this tender.

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:

DATE:

(SIGNATURE OF THE TENDERER)

NAME AND SEAL

ADDRESS:
SAMPLES FOR APPROVAL

Approved Materials List for Associated Works

<table>
<thead>
<tr>
<th>MATERIAL LIST</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Cement</td>
</tr>
</tbody>
</table>

In case of unavailability of any material of specific make an equivalent make can be used only after a written approval of NABARD official/Engineer. The preference of make/brand of the material listed above will be decided by the Bank.

Contractor, before supply of material shall show the samples of all the materials to the bank/consultant and get it approved.

However, it shall be noted that approval from National Bank shall not relieve the Contractor of his responsibility and any damage to the property or any loss of life due to the negligence in this regard shall be at the Contractor's account.

xxxxxxxx
SAFETY CODE

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

2. Smoking and chewing pan/tobacco/gutkha, consuming alcohol any other drugs etc by persons deployed by Contractor are strictly prohibited in the building premises.

3. The Contractor shall take all precautions to avoid accidents and causes of accidents. He must be careful regarding the safety during working of his staff in the premises/site.

4. It is entirely the responsibility of the contractor to follow the safety procedures depending upon the nature of works and the Contractor is free to approach NABARD for any suggestion in this regard. However, if there is any lapse in following the safety procedures, the same will be viewed seriously.

5. An adequate insurance cover 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 performing the work and Bank should be kept indemnified from any such eventualities.

Declaration by the Contractor:

We / I have read and understood the Safety code for the said contract 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:

Place:

Date:

Name and Seal:
**Proforma for Electronic Payment**

Details of Bank Account to be furnished by the contractor/service provider for effecting the payment through ECS (e-payment).

Name and address of contractor/service provider with phone No.:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Details required</th>
<th>Information furnished</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of the account holder (as appearing in the Bank account)</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Name of the Bank</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Name of the branch</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Account number</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>RTGS/NEFT/IFS code</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>PAN No.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>GST No.</td>
<td></td>
</tr>
</tbody>
</table>

Please attach

i. Photocopy of one cancelled cheque leaf of the above Bank Account

ii. Copy of PAN Card

iii. Copy of GST No

iv. Copy of Registration of the Firm
ARTICLES OF AGREEMENT
(On a Rs. 200/- Non-Judicial stamp paper)

This agreement is made on this ............. day of ........... (month) ........... between the National Bank for Agriculture and Rural Development (NABARD) (hereinafter called ‘the Employer”) and having its Head Office at C-24, G-Block, Bandra Kurla Complex, Bandra (E), Mumbai-400051 of the one part and M/S..................... (hereinafter called “the Tenderer” or “the contractor”) and having its registered office at ............................................. of the other part.

WHEREAS the Employer is desirous of getting executed the work of Laying of Kota Stone in Staircases in 3 blocks viz: Block No. 18, 19 & 20 at Staff Quarters, Housefed complex, Phase – X, Sector -64, Mohali and as per the clause of price bids showing and describing the work to be done under the direction of the Employer.

AND WHEREAS the said Price Bid have been signed by on behalf of the parties hereto.

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

अब इस बात पर निम्न तरह से सहमति है:-

NOW IT IS HEREBY AGREED AS FOLLOWS:-

इसके बाद उल्लिखित विवाद में, निविदाकर्ता संलग्न शर्तों के अधीन, मात्रा की अनुसूची और उक्त शर्तों में वर्णित या संदर्भित अनुबंध में दिखाए गए कार्यों को पूरा करेगा।

1. In consideration hereinafter mentioned, the Tenderer will upon and subject to the conditions annexed, carry out and complete the works shown in the contract, described by or referred to in the Schedule of Quantities and in the said conditions.

2. नियोक्ता निविदाकार को उक्त अनुबंध की राशि या उक्त शर्तों में निर्दिष्ट समयावधि और तरीके से राशि देने होगी।

2. The Employer shall pay the Tenderer the said contract amount or such sum as shall become payable at the times and in the manner specified in the said conditions.

3. उक्त शर्तों और उसके परिशिष्ट और उसके साथ संलग्न दस्तावेजों को इस समझौते के भाग के रूप में पढ़ा और समझ जाएगा और पार्टियों को क्रमशः उक्त शर्तों और पत्राचार का प्राप्त करना होगा, और अपनी ओर से समझौते का पालन करना होगा। यह करार और इसमें उल्लिखित दस्तावेज़ इस अनुबंध का आधार बनेगा। जारी किए गए निविदा दस्तावेज और कार्य आदेश भी इस समझौते का हिस्सा होंगे।

3. The Said Conditions and Appendix thereto and the documents attached hereto shall be read and construed as forming part of this Agreement and the parties hereto shall be respectively abide by, submit themselves to the said Conditions and the correspondence and perform the agreement on their part respectively in the said conditions and the documents contained herein. This Agreement and documents mentioned herein shall form the basis of this contract. The Tender document and work order issued will also form part of this agreement.

4. यह संविदा स्टाफ कार्टर, हाउसफैक्ट कॉम्प्लेक्स, फेज -10, सेक्टर -64, मोहाली के ब्लॉक नंबर 18, 19 और 20 की सीडियों में कोटा टॉप्न लगाने के कार्य को पूरा करने के लिए आइटम रेट का कॉड्स्ट है और शॉक्ल ऑफ रेट में निर्धारित दरों पर मापी गई मात्रा के अनुसार और संभावित मात्राओं के अनुसार या उक्त शर्तों के अनुसार इस कार्य के लिए भुगतान किया जाएगा।

4. This contract is an item rate contract for carrying out the work of “Laying of Kota Stone in Staircases in 3 blocks viz: Block No. 18, 19 & 20 at Staff Quarters, Housefed complex, Phase – X, Sector -64, Mohali” and to be paid for according to actual measured quantities at the rates contained in the Scheduled of Rates and probable quantities or as provided in the said conditions.
5. The Tenderer shall afford every reasonable facility for the works of all the other Contractors, who are engaged by the Employer and shall make good any damage done by them or their people to any of the Employer’s property after the completion of such works.

6. The Employer reserves to itself the right of altering the nature of work by adding to or omitting any items or work or having portions of the same carried out by engaging any other contractor agency at its sole discretion without prejudices to this contract. The contract shall not have any right to claim loss of profit/loss of opportunity to work from the Employer.

7. The employer reserves the right to cancel the tender & the said awarded work to the contractor at any point of time without citing any reasons.

8. The Tenderer shall have to submit the “no other claims certificate” along –with the final bill and once the final bill is settled by the Employer, the Tenderer will not have any right to claim for either any tender related or non-related work.

9. Time shall be considered as the essence of this contract, the Tenderer hereby agrees to complete the entire work within 2 months as prescribed in the tender, which shall
be reckoned from 10th day of the date of issue of work order subject nevertheless to the provision for extension of time as permissible by the Employer.

10. इस समझौते से उत्तर होने वाले या किसी भी तरह से जुड़े सभी विवादों की सुनवाई चंडीगढ़ में होगी और केवल चंडीगढ़ में आपसी सहमति से दोनों पक्षों द्वारा नियुक्त एकमात्र मध्यस्थ के पास ही इसे निर्धारित करने का अधिकार क्षेत्र होगा।

10. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Chandigarh and only the sole Arbitrator as appointed by both the parties upon mutual consent in Chandigarh shall have the jurisdiction to determine the same.

11. यह समझौता दो प्रतियों में निष्पादित किया जा रहा है, नाबालिग को मूल प्रति अपने पास रखनी होगी और ठेकेदार को उसकी डुप्लीकेट प्रति अपने पास रखनी होगी।

11. This agreement is being executed in duplicate, NABARD should keep the original and the Contractor shall keep the duplicate.

12. इस कॉन्ट्रैक्ट के सभी पक्षों के निविदाकर्ता द्वारा पढ़ लिया गया है और पूरी तरह से समझ लिया गया है। इसके साक्ष्य में, नियोक्ता ने अपने विधिवत प्राधिकृत अधिकारियों के माध्यम से इन उपस्थित साक्ष्यों के समक्ष हस्ताक्षर किए हैं और निविदाकर्ताओं द्वारा अपनी मोहर यहाँ लगा दी गई है और इसकी दो डुप्लीकेट प्रतियों पर इसकी ओर से ऊपर लिखित दिन, माह और वर्ष को और स्थान पर एफ्जीब्यू/ हस्ताक्षर करेंगे।

12. That the all parties of this contract have been read and fully understood by the tenderer. In WITNESS WHEREOF the Employer has set its hands to these presents through its duly authorized officials and the Tenderers has caused its common seal to be affixed hereunto the said two duplicates hereof to be executed on its behalf, the day and year first herein above written.

हस्ताक्षरित, मुद्रिकित और प्रदत्त

Signed, sealed and delivered
श्री/By Shri ___________________ द्वारा

नाबालिग के लिए/ की ओर से

For & on behalf of NABARD

उपस्थित साक्ष्य/In the presence of

1.......................... 1..........................
2.......................... 2..........................

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INDEMNITY BOND
(On a Rs. 200/- Non-Judicial Stamp Paper)
Known by all men by those present that I, Shri .......................... of M/s .............................. do hereby execute Indemnity Bond in favour of National Bank for Agriculture and Rural Development (NABARD), having their Regional Office at Plot No. 3, Sector 34-A, Chandigarh – 160022 and M/s .............................. having their registered office at............................... On this ..............day of .............. 2023.

Whereas NABARD have appointed M/s .............................. as the Contractor for their proposed work relating to “Laying of Kota Stone in Staircases in 3 blocks viz: Block No. 18, 19 & 20 at Staff Quarters, Housefed complex, Phase – X, Sector -64, Mohali”.

THIS DEED WITNESSETH AS FOLLOWS:-
I/We, on behalf of M/s .............................. hereby do indemnify to keep NABARD and its Employees harmless against and from 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, for our 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, any damages, loss or expenses due to or resulting from negligence or breach of duty on the part of me/us or any of our sub-contractor/s if any, servants or agents 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 land in the course of employment of any workmen/employee.

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.

Signed, sealed and delivered
By Shri ____________________________
For & on behalf of NABARD

In the presence of

1..............................
2..............................

Signed, sealed and delivered
by Shri ____________________________
the duly authorized signatory for &
on behalf of the Contractor
In the presence of

1..............................
2..............................
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 on _________________.

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:

Date:

Name:

Address:

Seal:
No Claim Certificate

To

The Chief General Manager  
National Bank for Agriculture and Rural Development  
Punjab Regional Office  
Plot No.3, Sector -34-A  
Chandigarh - 160022  
Dear Sir

Sub: Contract No._________ type of work___________

We have received the sum of Rs.___
(Rupees_____________________only) from you in full and final settlement of all the payments due to us for the supply of/execution of_______ under the abovementioned contract agreement between us and the Bank. We hereby unconditionally and without any reservation whatsoever, certify that with this payment, we shall have no claim whatsoever, of any description, on any account, against you, against aforesaid contract agreement executed by us. We further declare unequivocally that with this payment, we have received all the amounts payable to us, and have no dispute of any description, whatsoever, regarding the amounts worked out as payable to us and received by us, and that we shall continue to be bound by the terms and conditions of the contract agreement as regards performance of the contract.

Yours faithfully

Contractor

Place:

Date:
Letter of Authorization to Bid

(LETTER TO THE BANK ON THE COMPANY'S / FIRM'S LETTER HEAD)

Ref No: Date:
To
The Chief General Manager
Punjab RO, Sector 34 A, Chandigarh-160022.
Dear Sir,

Subject: Authorization Letter for attending opening of bid documents

Ref: Tender no/name.........................

We________________________(name of the company) have submitted our bid for participating in Bank’s Tender dated __________ for __________. We also confirm having read and understood the terms of Tender as well as the conditions & requirements.

As per the terms of Tender, we nominate Mr. ________________, designated as __________________ of our company to participate in the bidding process. NABARD shall contact the above named official for any and all matters relating to the bidding process.

We, hereby confirm that we will honour the bids placed by Mr. ____________ on behalf of the company in the bidding process. We agree and understand that NABARD may debar us from participating in future tenders for any such failure on our part.

<table>
<thead>
<tr>
<th>Signature with company seal</th>
<th>Name of Authorised Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name –</td>
<td>Designation of Authorised</td>
</tr>
<tr>
<td>Company / Organization –</td>
<td>Representative</td>
</tr>
<tr>
<td>Designation within Company / Organization –</td>
<td>Signature of Authorised</td>
</tr>
<tr>
<td>Address of Company / Organization –</td>
<td>Representative</td>
</tr>
<tr>
<td></td>
<td>Verified by</td>
</tr>
</tbody>
</table>

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Financial Bid:
Schedule of Quantities
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description of item</th>
<th>Area for 3 blocks in Sq ft</th>
<th>Rates (Rs.)</th>
<th>Total Amount (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Providing and Fixing Kota stone (25 mm thick) slab flooring over 20 mm (average) thick base laid over and jointed with grey cement slurry mixed with pigment to match the shade of the slab, including rubbing and polishing complete with base of cement mortar 1 : 4 (1 cement : 4 coarse sand):</td>
<td></td>
<td>4514</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Kota stone slabs 20 mm thick in <strong>skirting</strong>, dado and pillars laid on 12 mm (average) thick cement mortar 1:3 (1 cement: 3 coarse sand) and jointed with grey cement slurry mixed with pigment to match the shade of the slabs, including rubbing and polishing complete. <strong>(Skirting upto 100 mm)</strong></td>
<td></td>
<td>261</td>
<td></td>
</tr>
</tbody>
</table>

Sq ft – Square Feet
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description of items</th>
<th>As per detailed estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cost of work</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>GST- 18%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>

**Total amount in words:**

Note –
1. The contractor has read all the terms and conditions of the tender and quoted the rates accordingly.
2. The contractor has to submit the Rate Analysis of all the items to the bank if required.
3. Good quality workmanship has to be ensured.
4. For all dismantling/removal items, the cost of dismantling and its disposal at the designated place shall be included. No extra charges will be paid.
5. The make/brand of the main items have been mentioned in the tender.

Accepted Terms and Conditions

(Sign of Authorized Bidder)

Name

Stamp

Address

Date -