



National Bank for Agricultural and Rural Development

West Bengal Regional Office

DP-2, Sector-5, Salt Lake, Kolkata-700091

Tel.: 033 4087 9600 * Fax: 0361 2235657

Email: dpsp.kolkata@nabard.org * Website: www.nabard.org

(For empaneled vendors only) Tender for repairing and repainting works of Boundary walls, Ramp walls, levelling of sunken areas to prevent waterlogging etc. at NABARD West Bengal Regional Office, Kolkata- 700091.

Name of the Tenderer: _____

Address: _____

Last date and time for submission of tender: **11:00 hours on 20 September 2023**

IMPORTANT DATES AND POINTS

| Sl. No. | Description | Remarks |
|----------------|--|---|
| 1 | Starting Date and time of issue of Tender Documents | 11 September 2023 |
| 3 | Last Date and Time for submission of Tender Document | 20 September 2023 up to 11:00 AM |
| 5 | Date and Time of opening bid | 20 September 2023 up to 02:00 PM |
| 7 | Validity of Bid | 90days from the date of opening of bid |
| 8 | Date of Completion of the work | 15 days from the date of issue of Work Order. |
| 11 | Bid documents will be available at website only | http://www.nabard.org |
| 12 | Address for Submission of Bid Documents | The Chief General Manager, NABARD, West Bengal Regional Office, DP-2, Sector-5, Salt Lake, Kolkata- 700091 |

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NOTICE INVITING TENDER

Ref. No. NB.Kol/ DPSP / /exterior painting works / 2023-24
Date: 11 September 2023

Dear Sir/Madam,

Tender for repairing and repainting works of Boundary walls, Ramps, levelling of sunken areas to prevent waterlogging etc. at NABARD West Bengal Regional Office, Kolkata-700091

National Bank for Agriculture and Rural Development (NABARD) invites empaneled vendors to tender for the captioned work. National Bank for Agriculture and Rural Development intends to invite tenders for **repairing and repainting works of Boundary walls, Ramp walls, levelling of sunken areas to prevent waterlogging etc. at NABARD West Bengal Regional Office, Kolkata- 700091**. You are requested to submit your offer in sealed envelope for the aforesaid work as per detailed specifications and other requirements as mentioned more specifically elsewhere in this tender document. This tender document can be downloaded from our website at <https://www.nabard.org/English/Tenders.aspx>. And CPPP portal.

Sealed offers should be submitted as follows:

The Technical cum Price bid should be submitted in a single envelope. The envelope should be addressed to The Chief General Manager, West Bengal Regional Office, DP-2, Sector- 5, Salt Lake, Kolkata- 700091 and superscribed **“Tender for repairing and repainting works of Boundary walls, Ramp walls etc. at NABARD West Bengal Regional Office, Kolkata- 700091.”** The tenders should be submitted not later than 11:00 hrs. on 20 September 2023.

Envelope shall contain:

- a. Power of attorney authorizing the person to sign the tender.
- b. Bids shall not contain any condition whatsoever and any conditional bids shall be rejected.
- c. Bids shall be opened on 20 September 2023 at 02:00 PM.

If the last date of receipt or opening of the tenders happens to be a holiday for NABARD, then the receipt and opening of the tenders shall be shifted to next working day without change of time and venue.

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

- a. The bids shall remain valid and open for acceptance for **03 months** from the date of opening of bid. If the bidder withdraws his tender before the expiry of the said period or makes any modifications in terms and conditions of the tender which are not acceptable to the Bank, then the bank without prejudice to any other right or remedy will be at liberty to forfeit the earnest money of the bidder.

- b. **Time of Completion: (15 days): Date of commencement shall be from the date of issue work order.** The work shall be completed within **15 days** from the date of commencement.
- c. The bidder should quote the rates in figures as well as in the words. The rate for each item should be worked out and the requisite total amount shall be calculated accordingly. Rates quoted by the contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates, figures and words. However, if a discrepancy is found in the rates in words and figures, then the rates quoted in words shall be taken as correct.
- d. The bidders must include in their tender prices quoted for all duties royalties, GST, cess and sales tax, works contract tax or any other taxes or local charges, transportation charges, labour charges etc. if applicable. No extra claim on this account will in any case be entertained.
- e. The tender document must be filled in English. If any of the documents are missing or un-signed in price bid, the tender shall be considered invalid/ rejected. In case of technical bid, the details of incomplete or missing documents will be intimated to the bidder and the bidder has to submit all those documents within 4 days after communicating the same, otherwise the tender will be rejected.
- f. NABARD reserves the right to accept or reject any /all tender/s in part or whole of any firm / firms without assigning any reasons for doing so.
- g. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the bidder who resort to canvassing will be liable to rejection.
- h. NABARD does not bind itself to accept the lowest or any tender at all. NABARD also reserves the right to negotiate or partly accept any tender or all tenders received without assigning any reasons thereof.
- i. NABARD also reserves the right to divide and distribute the work to more than one bidder at its sole discretion.
- j. In case two or more tenderers quote identical/ equal amount, one more opportunity will be given to those tenderers to revise the rates.
- k. **Virtual completion:** The virtual date of completion will be the date on which the work is completed in all respects as laid out in the contract and performance of the system accepted by the concerned officers by the Bank.
- l. **Defect liability period:** The Defects Liability Period shall be for a period of **one year** and shall commence from the date of virtual completion. Any defect that may appear within the Defects Liability Period, shall be rectified by the Contractors without any extra cost to the Employer. In case of failure to do so within 10 days from such notice from the Bank, the Employer may get such rectification works carried out through any other firm and expenditure incurred by the Bank shall be recovered from any money due to the Contractor at the cost and risk of the contractor.
- m. For any clarification you may please contact officials of Department of Premises, Security and Procurement at 3rd floor.

Sd/-

(Amit Kumar Das)
Deputy General Manager

National Bank for Agricultural and Rural Development

West Bengal Regional Office

DP-2, Sector-5, Salt Lake, Kolkata-700091

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(For empaneled vendors only) Tender for repairing and repainting works of Boundary walls, Ramp walls, levelling of sunken areas to prevent waterlogging etc. at NABARD West Bengal Regional Office, Kolkata- 700091.

Name of the Tenderer: _____

Address: _____

Last date and time for submission of tender: **11:00 hours on 20 September 2023**

FORM OF TENDER

To,
The Chief General Manager,
NABARD, WB RO,
DP-2, Sector- 5
Salt Lake, Kolkata- 700091

Respected Madam,

Tender for repairing and repainting works of Boundary walls, Ramp walls etc. at NABARD West Bengal Regional Office, Kolkata- 700091.

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 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

| Sl. No. | Subject | Specification |
|----------------|---|--|
| a. | Description of work | Repairing and repainting works of Boundary walls, Ramp walls, levelling of sunken areas to prevent waterlogging etc. at NABARD West Bengal Regional Office, Kolkata- 700091. |
| b. | Time allowed for completion of the work | The time of completion for the total project shall be 15 days from the date of issue of work order |
| c. | Defect Liability Period | 1 year from the date of virtual completion |
| d. | Bid validity | 90 days from the date of opening of price bid |
| e. | Security Deposit | The successful bidder have to submit a security deposit @5% of the tender amount after awarding the work and before commencement of work. The same shall be released after successful completion of Defect Liability Period (DLP). The security deposit will be interest free. |

3. 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 in so far as they may be applicable or in default thereof to forfeit the EMD (if any) and pay to the National Bank for Agriculture and Rural Development, the amount mentioned in the said tender conditions.

4. Our Banker's are:

- i) Bank, Branch,,
Kolkata

- ii) Bank, Branch,,
Kolkata
- iii) Type of account: **Savings/ Current account**
- iv) Bank Account No.:
- v) IFS Code of Bank and branch:

The names of partners of our firm are:

- i) _____
- ii) _____
- iii) _____

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

- i) _____

Name of the partner of the firm
Authorized to sign:

Yours faithfully,

Signature of Bidder with stamp

A. SPECIAL INSTRUCTIONS TO THE CONTRACTORS

1. The tenders shall be signed by the person/persons on behalf of the organization having necessary Authorization/ Power of Attorney to do so. Each page of the application shall be signed.
2. Tenders containing false and/ or incomplete information are liable for rejection.
3. The contractor must have qualified and experienced professionals in the respective discipline.
4. The rates for each item as per scope of work shall be quoted by the applicant in the Price bid .
5. Financial bids of only those contractors qualified in the Technical bid will be opened for selection of contractor.

B. 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. The quantities indicated in the BOQ are only tentative and shall be executed only at the sole discretion of NABARD.
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. 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. Materials used should conform to relevant BIS/International Codes.
6. 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.
7. Income Tax, Works Contract Tax and other taxes etc. as applicable will be deducted from total payment due to the Contractor.
8. The Contractor should have valid License relating to his Contract and the workmen employed by the Contractor should also have the valid License and/ or experience in their trade.
9. 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.

The Contractor shall be responsible for all injury to persons, animals or things, and for all structural and decorative damage to property which may arise from the operation or neglect of himself or of any nominated Sub-Contractor or any employee or either, whether such injury or damage arises from carelessness, accident or any other cause whatever, in any way connected with the carrying out of this Contract. This liability under this clause shall be held to include inter alia, any damage to buildings, whether immediately adjacent or otherwise, and any damage to roads, streets, footpaths, bridges or ways as well as all damage caused to the buildings and other structures and works forming the subject matter of this Contract. The contractor shall also be responsible for any damage caused to the buildings and other structures and works forming the subject matter of this Contract by frost, rain, wind or other inclemency of weather. The Contractor shall indemnify and keep indemnified **NABARD** and hold him harmless in respect of all and any loss and expenses arising from any such injury or damage to persons or property as aforesaid and also against any claim made in respect of injury or damage, whether under any Statute or otherwise and also in respect of any award of compensation or damages consequent upon such claim. **The contractor shall, at his own expense, effect and maintain till issue of the completion certificate under this contract, with an insurance company approved by NABARD, an All Risks Policy for insurance for an amount equal to 125 % of the amount of the contract**

including earthquake risk in the joint names of NABARD and the contractor (the name of the former being placed first in the policy) against all risks as per the standard all risk policy for contractors and deposit such policy or policies with the employer before commencing the works. The Contractor shall reinstate all damage of every sort mentioned in this Clause, so as to do delivery of the whole of the Contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to the property of third parties. The Contractor shall also indemnify and keep indemnified **NABARD** against all claims which may be made against the Employer by any person/ member of the public or other third party in respect of anything which may arise in respect of the works or in consequence thereof and **shall at his own expense arrange to effect and maintain, until the completion of the Contract, with an Insurance company approved by the employer a policy of Insurance in the joint names of NABARD and the Contractor (the name of the former being placed first in the policy) against such risks and deposit such Policy or Policies with NABARD before commencement of the work.** The minimum limit of coverage under the policy shall be as defined elsewhere under General instructions to the tenderer. The Contractor shall also similarly indemnify the Employer against all claims which may be made upon **NABARD** whether under the **Workmen Compensation Act** or any other statute in force during the currency of this contract or at Common Law in respect of any employee of the Contractor or any Sub-Contractor and **shall at his own expenses effect and maintain, until the completion of the Contract, with an Insurance company approved by the employer a policy of Insurance in the joint names of NABARD and the Contractor(the name of the former being placed first in the policy) against such risks and deposit such Policy or Policies with NABARD from time to time during the currency of the Contract.** In default of the contractor ensuring as provided above, the employer may so ensure and may deduct the premiums paid from any money due or which may become due to the contractor.

The Contractor shall be responsible for any liability which may be excluded from the Insurance Policies above referred to and also for all other damages to any person, animal or property arising out of and incidental to the negligent or defective carrying out of this Contract, whatever may be the reasons due to which the damage shall have been caused. He shall also indemnify and keep **NABARD** indemnified in respect of all and any costs, charges or expenses arising out of any claim or proceedings relating to the works and also in respect of any award of compensation or damages, arising therefrom. Without prejudice to other rights of **NABARD** against contractor in respect of such default, **NABARD** shall be entitled to deduct from any sums payable to the Contractor the amount of any damage, compensation, costs, charges and other expenses paid by the employer and which are payable by the contractor under this clause. The contractor shall upon settlement by the insurer of any claim made against the insurer pursuant to a policy taken under this clause proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the money received from the insurer in respect of such damage shall be paid to the contractor and the contractor shall not be entitled to any further payments in respect of the expenditure incurred for rebuilding or repairing of the materials or goods destroyed or damaged.

The contractor, in case of re-building or reinstatement after damage shall be entitled to such extension of time for completion as **NABARD** may deem fit, but shall, however, not be entitled to reimbursement by **NABARD** of any shortfall or deficiency in the amount finally paid by the insurer in settlement of any claim arising as set out herein.

10. All the Standard Conditions of the Contract shall be binding on the parties as per Indian Contract Act and prevailing Rules.
11. The entire work is required to be completed as specified in the tender.
12. 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.
13. The Contractor should be responsible to fulfill 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.
14. 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.
15. The Contractor or his authorized representative should visit the site frequently as required by NABARD and meet NABARD's Engineer/ Officials with prior appointment for any clarifications and to receive instructions, take measurements, etc. at the site.
16. 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.
17. 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.
18. The contractor by his own expenses and risk shall shift furniture, wall pictures/ frames, fire extinguishers, 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 the work.
19. The Contractor shall provide everything necessary for the proper execution of the works. NABARD will not supply any 'T & P' and materials or any other equipment, materials, labour, etc. and no payment in this respect will be made by NABARD. The Contractor shall supply, and maintain all the scaffoldings, jhulla, T & P etc. at his cost during the execution of any work and remove them as soon as the work is completed.

20. The Contractor shall not directly or indirectly transfer, assign or sublet the Contract or any part of it, without written permission of NABARD.
21. 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.
22. Defects Liability Period:
One year from the date of Virtual Completion of works certified by NABARD.
23. Validity of Tender Rates:
3 months from the date of opening of Price Bid.
24. Payment:

The contractor shall be entitled to receive payments on completion of the assigned work. The contractor shall submit bill only after working out the appropriate measurements jointly recorded with NABARD at site in the Measurement Book (MB). This is not only to regulate correctness of quantity but also to facilitate expeditious clearing of the bills.

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

Place: _____

Date: _____

Name and Seal: _____

C. 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.

LIST OF PREFERRED MAKE / BRAND ALL WORKS

| Sr.No. | LIST OF NOMINATED MATERIALS & SUPPLIERS | SUGGESTED MAKE LIST |
|---------------|--|------------------------------------|
| 1. | POP Punning/ Putty | Gyprock / India Gypsum / Birla/ JK |
| 2. | Interior Paint | Asian paints |
| 3. | Exterior Paint | Asian paints (Apex Dust proof) |
| 4. | Synthetic enamel paint | Asian paints |
| 5. | Cement | Ultra tech |

Note: Any other brand having equivalent specifications and quality can also be used but under information to Bank's Care taker.

VIRTUAL COMPLETION CERTIFICATE

ANNEXURE

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:

PRICE BID

National Bank for Agricultural and Rural Development

West Bengal Regional Office

DP-2, Sector-5, Salt Lake, Kolkata-700091

Tel.: 033 4087 9600 * Fax: 0361 2235657

Email: dpsp.kolkata@nabard.org * Website: www.nabard.org

(For empaneled vendors only) Tender for repairing and repainting works of Boundary walls, Ramp walls etc. at NABARD West Bengal Regional Office, Kolkata- 700091.

Name of the Tenderer: _____

Address: _____

Due date and time for submission of tender:

Last date and time for submission of tender: **11:00 hours on 20 September 2023**

| BILL OF QUANTITIES FOR REPAIRING AND REPAINTING WORKS OF BOUNDARY WALLS, RAMP WALLS, LEVELLING OF SUNKEN AREAS TO PREVENT WATERLOGGING ETC. AT NABARD WEST BENGAL REGIONAL OFFICE, KOLKATA- 700091. | | | | | |
|--|---|-------------|-------------|-------------------|---------------------|
| SR. NO | DESCRIPTION | UNIT | QTY. | RATE (Rs.) | AMOUNT (Rs.) |
| 1 | REPAIRING OF WORN OUT PLASTER | | | | |
| | Repairs to plaster of thickness 12 mm to 20 mm in patches of area 2.5 sq. meters and under, including cutting the patch in proper shape, raking out joints and preparing and plastering the surface of the walls complete, including disposal of rubbish to the Municipality dumping ground, all complete as per direction of Engineer-in-Charge. | SQM | 320 | | |
| | Amount in words : | | | | |
| 2. | Putty | | | | |
| | Providing and applying white cement based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete. | SQM | 320 | | |
| | Amount in words : | | | | |
| 3. | DEMOLITION WORKS | | | | |
| | Demolishing cement concrete manually/ by mechanical means including disposal of material to the Municipality dumping area as per direction of Engineer - in - charge. | CUM | 3 | | |
| | Amount in words : | | | | |
| 4. | PLAIN CEMENT CONCRETE | | | | |
| | 1:3:6 (1 Cement : 3 coarse sand (zone-III) derived from natural sources : 6 graded stone aggregate 20 mm nominal size derived from natural sources) | CUM | 3 | | |
| | Amount in words : | | | | |
| 5. | REMOVAL OF OLD PAINTS | | | | |
| | Removing dry or oil bound distemper, water proofing cement paint and the like by scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete. | SQM | 1200 | | |
| | Amount in words : | | | | |
| 6. | PRIMER | | | | |
| | Applying one coat of water thinnable cement primer of approved brand and manufacture on wall surface : Water thinnable cement primer | SQM | 1200 | | |
| | Amount in words : | | | | |
| 7. | EXTERIOR PAINT | | | | |
| | Finishing walls with Premium Acrylic Smooth exterior paint with Silicone additives of required shade Old work (Two or more coats applied @ 1.43 ltr/ 10 sqm) | | 1200 | | |
| | Amount in words : | | | | |

| SR. NO | DESCRIPTION | UNIT | QTY. | RATE (Rs.) | AMOUNT (Rs.) |
|---------------|--|-------------|-------------|-------------------|---------------------|
| 8. | SYNTHETIC ENAMEL PAINT | | | | |
| | Painting on M. S. Grill with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade : Old work (two or more coats) | SQM | 500 | | |
| | Amount in words : | | | | |
| 9. | REMOVAL OF PAVER BLOCKS | | | | |
| | Taking out existing CC interlocking paver blocks from footpath/ central verge, including removal of rubbish etc., disposal of unserviceable material to the Municipality dumping ground, for which payment shall be made separately and stacking of serviceable material within 50 metre lead as per direction of Engineer-in-Charge. | SQM | 50 | | |
| | Amount in words : | | | | |
| 10. | RELAYING OF PAVER BLOCKS | | | | |
| | Laying old cement concrete interlocking paver blocks of any design/ shape laid in required line, level, slope, curvature, colour and pattern over and including 50 mm thick compacted bed of coarse sand, filling the joints with fine sand etc. all complete as per the direction of Engineer-in- charge. (Old CC paver blocks shall be supplied by the department free of cost). | SQM | 50 | | |
| | Amount in words : | | | | |
| | TOTAL AMOUNT | | | | |
| | GST @ _____ | | | | |
| | GRAND TOTAL | | | | |
| | Grand total amount in words : | | | | |

Place:

Date:

Name, Seal & Address of the contractor: