



NABARD एनबी। केरल 100940/डीपीएसपी/ओएम-28ए/2025-26

10 अक्टूबर 2025



International Year
of Cooperatives
Cooperatives Build a Better World

M/s

(केवल सूचीबद्ध ठेकेदारों के लिए)

प्रिय महोदय

निविदा आमंत्रित सूचना

"नाबार्ड केरल क्षेत्रीय कार्यालय, पुन्नन रोड स्टेचू तिरुवनंतपुरम में दो जीएम केबिनों और तीन डीजीएम केबिनों का नवीनीकरण- 695001"

राष्ट्रीय कृषि और ग्रामीण विकास बैंक (नाबार्ड) ने निविदा में निहित निबंधन और शर्तों के अनुसार नाबार्ड केरल क्षेत्रीय कार्यालय, पुन्नन रोड स्टेचू तिरुवनंतपुरम-695001 में दो जीएम केबिनों और तीन डीजीएम केबिनों के नवीकरण के लिए निविदा के लिए सभी पात्र बोलीदाताओं से एक ही भाग में मुहरबंद प्रस्ताव/निविदाएं आमंत्रित की हैं।

1. निविदा दस्तावेज निविदा कॉलम के तहत <https://www.nabard.org> से डाउनलोड किया जा सकता है।
2. यह ध्यान दिया जा सकता है कि वेबसाइट से डाउनलोड किया गया निविदा दस्तावेज निःशुल्क है। अन्य विवरण नीचे दिए गए हैं:

निविदा जारी करने की तिथि	10 अक्टूबर 2025
बयाना धन जमा (बोलों सुरक्षा)	EMD पेनल में शामिल विक्रेताओं के लिए लागू नहीं है
प्री-बिड मीटिंग की तिथि	13 अक्टूबर 2025
बोलियां प्राप्त करने की अंतिम तिथि और समय	21 अक्टूबर 2025, 12:00 बजे
तकनीकी बोलों खोलने की तिथि और समय	22 अक्टूबर 2025, 12:00 बजे

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

केरल क्षेत्रीय कार्यालय

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केरल क्षेत्रीय कार्यालय

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ग्रामीण भारत >> को आगे ले जाना

परियोजना के पूरा होने का कुल समय	कार्य आदेश देने की तारीख से 45 दिन
कुल अनुमानित राशि	₹ 13,19,240 (टैक्स सहित)
निविदाएं प्राप्त करने और खोलने का स्थान	केरल क्षेत्रीय कार्यालय, पुन्नन रोड, प्रतिमा तिरुवनंतपुरम - 695001 फोन 0471-2701641 ईमेल- dpsp.trivandrum@nabard.org
जमा किए जाने वाले लिफाफों की संख्या (गैर-खिड़की, सीलबंद)	लिफाफे में होना चाहिए अ) सीलबंद लिफाफा जिसमें तकनीकी बोली और निविदा दस्तावेज की वित्तीय बोली हो। सभी लिफाफे को एक सीलबंद लिफाफे में रखा जाना है, "नाबार्ड, केरल क्षेत्रीय कार्यालय, पुन्नन रोड, प्रतिमा तिरुवनंतपुरम- 695001 (केवल सूचीबद्ध विक्रेताओं के लिए) में दो जीएम केबिनों और तीन डीजीएम केबिनों का नवीनीकरण कवर के शीर्ष पर लिखा हुआ है।

- बैंक निविदा दस्तावेज में उल्लिखित तिथियों को बदलने का अधिकार सुरक्षित रखता है, जिसे उपरोक्त वेबसाइटों पर शुद्धिपत्र/संशोधन के रूप में प्रदर्शित किया जाएगा, जिन पर निविदा दस्तावेज उपलब्ध हैं। बोलीदाता किसी भी शुद्धिपत्र/संशोधन, यदि कोई हो, के लिए उपरोक्त वेबसाइट के माध्यम से जा सकता है।
- कृपया ध्यान दें कि वांछित सभी जानकारी बोलीदाता द्वारा बैंक द्वारा निर्दिष्ट प्रारूपों में प्रदान की जानी चाहिए। बोलीदाता बोली तैयार करने और जमा करने से जुड़ी सभी लागतों को वहन करेगा और नाबार्ड, किसी भी स्थिति में, निविदा प्रक्रिया के संचालन या परिणाम की परवाह किए बिना, ऐसी लागतों के लिए जिम्मेदार या उत्तरदायी नहीं होगा।

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

केरल क्षेत्रीय कार्यालय

राष्ट्रीय कृषि और ग्रामीण विकास बैंक केरल क्षेत्रीय कार्यालय, पुन्नन रोड, स्टेट्यू, तिरुवनंतपुरम - 695001 टेलि: 0471 2701600/700 ई-मेल: trivandrum@nabard.org
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5. निविदा प्रस्ताव प्रस्तुत करने के लिए तकनीकी विशिष्टताओं, निबंधन और शर्तों, विभिन्न प्रारूपों और प्रोफार्मा का वर्णन निविदा दस्तावेज और इसके संलग्नकों/अनुलग्नकों में किया गया है।
6. निविदा प्रस्ताव बोलीदाताओं या उनके प्रतिनिधियों की उपस्थिति में खोले जाएंगे जो उपर्युक्त तिथि, समय और स्थान पर निविदा के उद्घाटन में भाग लेना चुनते हैं। प्रतिनिधि का विवरण जो भाग लेने जा रहे हैं. निविदा खोलने के लिए 22 अक्टूबर 2025, 15:00 बजे या उससे पहले dpsp.trivandrum@nabard.org को ईमेल किया जाना है, केवल उन्हीं कर्मियों को परिसर में जाने की अनुमति होगी।

भवदीय,


(सजीव एस)

उप महाप्रबंधक

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

केरल क्षेत्रीय कार्यालय

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NABARD NB. Kerala. /100940 /DPSP/OM-28A/2025-26

10 October 2025



International Year
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M/s

(Only for Empaneled Contractors)

Dear Sir

NOTICE INVITING TENDER

“Renovation of Two GM Cabins and Three DGM Cabins in NABARD Kerala Regional Office, Punnen Road Statue Thiruvananthapuram- 695001”

National Bank for Agriculture and Rural Development (NABARD) invites sealed offers/ tenders in single part from all eligible bidders for Tender for “Renovation of Two GM Cabins and Three DGM Cabins in NABARD Kerala Regional Office, Punnen Road Statue Thiruvananthapuram- 695001 (Only for the empaneled vendors)” as per the terms and conditions contained in the tender.

1. The tender Document may be downloaded from <https://www.nabard.org> under tender column.
2. It may be noted that the tender document downloaded from the website is free of cost. The other details are given below:

Date of commencement of issue of tender	10 October 2025
Earnest Money Deposit (Bid Security)	EMD is not applicable for empaneled vendors
Date of Pre-bid meeting	13 October 2025
Last date and time for receipt of Bids	21 October 2025, 12:00hrs
Date and time of opening of technical bid	22 October 2025, 12:00hrs
Total time for project completion	45 days from the date of awarding work order

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

National Bank for Agriculture and Rural Development

केरल क्षेत्रीय कार्यालय

राष्ट्रीय कृषि और ग्रामीण विकास बैंक केरल क्षेत्रीय कार्यालय, पुन्ननेन रोड, स्ट्याट्यू, तिरुवनंतपुरम - 695001 टेलि: 0471 2701600/700 ई-मेल: trivandrum@nabard.org

Kerala Regional Office

National Bank for Agriculture and Rural Development. Kerala Regional Office, Punnen Road, Statue Thiruvananthapuram – 695001 Tel :- 0471 2701600/2701700 • E mail: trivandrum@nabard.org

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Total Estimated amount	₹ 13,19,240 (Including taxes)
Place of receiving and opening of tenders	Kerala Regional Office ,Punnen Road, Statue Thiruvananthapuram – 695001 Ph 0471-2701641 email- dpsp.trivandrum@nabard.org
Number of envelopes (non-window, sealed) to be submitted	Envelopes should contain a) Sealed envelope containing technical bid and financial bid of tender document. All the envelopes to be placed in one sealed envelope <u>“Renovation of two number of GM cabins and three number of DGM cabins in NABARD Kerala Regional Office, Punnen Road Statue Thiruvananthapuram- 695001 (Only for the empaneled vendors)”</u> Super scribed on the top of the cover.

3. The bank reserves the right to change the dates mentioned in the tender document which will be displayed, as corrigendum/ amendment, at the above websites on which tender documents are available. The Bidder may go through the above website for any corrigendum/ amendment issued if any.

4. Please note that all the information desired needs to be provided by the bidder in the formats specified by the Bank. The bidder shall bear all the costs associated with the preparation and submission of the bid and NABARD will, in no case, be responsible or liable for such costs, regardless of the conduct or outcome of the tendering process.

5. Technical specifications, terms and conditions, various formats and proforma for submitting the tender offer are described in the tender document and its enclosures/ annexures.

6. Tender offers will be opened in the presence of the bidders or their representatives who choose to attend the opening of the tender on the above-mentioned date, time and place. The details of the representative who are going to participate in

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

National Bank for Agriculture and Rural Development

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Kerala Regional Office

National Bank for Agriculture and Rural Development. Kerala Regional Office ,Punnen Road, Statue Thiruvananthapuram – 695001 Tel :- 0471 2701600/2701700 • E

mail: trivandrum@nabard.org

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tender opening is to be emailed to dpsp.trivandrum@nabard.org on or before 22 October 2025, 15:00hrs, only those personnel will be allowed in the premises.

Yours Faithfully,

(Sajeew S)

Deputy General Manager

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

National Bank for Agriculture and Rural Development

केरल क्षेत्रीय कार्यालय

राष्ट्रीय कृषि और ग्रामीण विकास बैंक केरल क्षेत्रीय कार्यालय, पुन्नेन रोड, स्टैच्यू, तिरुवनंतपुरम - 695001 टेलि: 0471 2701600/700 ई-मेल: trivandrum@nabard.org

Kerala Regional Office

National Bank for Agriculture and Rural Development. Kerala Regional Office, Punnen Road, Statue Thiruvananthapuram – 695001 Tel :- 0471 2701600/2701700 • E

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FORM OF TENDER

“Proposal for Renovation of Two GM Cabins and Three DGM Cabins in NABARD Kerala Regional Office, Punnen Road Statue Thiruvananthapuram- 695001 (Only for the empaneled vendors)”

Please Note: Works/Work here and elsewhere in the tender shall mean **“Proposal for Renovation of Two GM Cabins and Three DGM Cabins in NABARD Kerala Regional Office, Punnen Road Statue Thiruvananthapuram- 695001”**

The Chief General Manager,
National Bank for Agriculture and Rural Development,
Kerala Regional Office,
Punnen Road,
Statue,
Thiruvananthapuram-695001

Dear Sir

1. Should this tender be accepted, I/We hereby agree to abide by and fulfil the terms and provisions of the said conditions of the Contract Agreement annexed thereto.

2. Our Bankers are:

(i.)

(ii.)

3. Address of the firm :

Tel. No:

Fax:

Email:

Mobile No(s):

i)_____ii)_____ii) _____

Name of the person(s) authorised to sign the contract

i)_____ii) _____

iii) _____

4. Name of the partner(s) of the firm authorised to sign the contract

i) _____ ii) _____

iii) _____

5. The names of the Partners/Directors of our firm are

i) _____ ii) _____

iii) _____

6. I / We have examined and understood the Scope of Works and Schedule of Quantities and Terms and Conditions relating to the Tender for the said works after having obtained the tender invited by you.

7. I / We have visited the site, examined the site of works specified in the Tender Document and acquired the requisite information relating thereto as affecting the Tender.

8. I / We hereby offer to execute and complete the works in strict accordance with the Tender Document at the rates quoted by me / us in the attached Financial Bid in all respects as per the Terms & Conditions and Scope of Works described in the Tender Document and the Annexures containing Terms and Conditions.

9. I / We agree to pay all Government (Central and State) Taxes such as trade tax, Excise Duty, Octroi, GST, Income etc. as applicable and other taxes prevailing from time to time and the rates quoted by us in the tender are inclusive of the same.

10. The rates quoted by me / us are firm and shall not be subjected to variations on account of fluctuation in the market rates or any other reasons whatsoever during currency of the contract period (i.e. up to 31st March 2026) except only if the minimum wages are revised and contract rates are lower than the revised minimum wage rates or change of GST.



i) _____ ii) _____

iii) _____

NAME OF THE PERSON(s) AUTHORISED TO SIGN
AND SUBMIT THE TENDER

Documentary proof in respect of Letter of Authority / Power of Attorney enclosed along with
the Tender.

YOURS FAITHFULLY

(SIGNATURE OF THE BIDDER with Seal)

**NAME AND ADDRESS OF THE BIDDER
AND SEAL**

DATE:

PLACE

INSTRUCTIONS TO THE BIDDERS FOR FURNISHING INFORMATION AS A PART OF PRE-TENDER QUALIFICATIONS ELIGIBILITY CRITERIA

The work involved is **“Proposal for Renovation of Two GM Cabins and Three DGM Cabins in NABARD Kerala Regional Office, Punnen Road Statue Thiruvananthapuram- 695001”**

1. Scope of work and services/repairs to be provided are indicated in the **“SPECIAL TERMS AND CONDITIONS – Scope of Work - Illustrative”** of this tender. *The Bidders are advised to visit all the sites, conduct survey of the existing arrangements to familiarize themselves with the nature of works to be carried out and get all clarifications as necessary from NABARD before quoting their rates.*
 - a) Quoted rates should be workable, reasonable and should include incidental and all overheads and profits. The Tenderer will furnish Rate Analysis for scrutiny of the rates by NABARD, if required.
2. Intending Bidders are required to submit their full biodata giving details about their organization, experience, personnel in their organization, spare capacity, competence and adequate evidence of their financial standing, etc. in the enclosed statement which will be kept confidential.
3. The Contractor should arrange to obtain necessary insurance cover i.e. **(i) Workmen Compensation policy and (ii) Contractors All Risk Policy (CAR policy) (iii) Indemnity bond (iv) Third party liability** at his cost and should be responsible for the safety of persons employed by him. The original Insurance Policy should be submitted to NABARD immediately after the award of work. **The CAR policies are required to be at least 1.25 times the contract value.**
4. While deciding upon the selection of contractors, emphasis will be laid on the ability and competence of Bidders to undertake quality work within the specified time schedule and in close co-ordination with other agencies, besides the rate structure of the items.
5. If required, the Bank will obtain reports on past performance of the Bidder from his clients and bankers and evaluate the said reports before opening of the PART-II (Financial Bid) of the tenders. If any Bidder is not found to possess the required eligibility for participating in the tendering process at any point of time and/or his performance reports received from his clients and/or his bankers are found not satisfactory, the Bank reserves the right to reject his offer even after qualifying the PART-I (Technical Qualification Bid) of the tender and PART-II of the tender will be rejected. The Bank is not bound to assign



any reason for rejecting the tender.

6. Applications containing false and/or inadequate information are liable for rejection.

7. While filling up the application with regard to the list of important projects completed or on hand, the applicants shall only include those works which individually cost not less than the specified amount.

8. Clarifications, if any required, may be obtained from National Bank for Agriculture and Rural Development, Kerala Regional Office, at Punnen Road, Statue, Thiruvananthapuram – 695001.

I/We have read and understood the instructions contained herein above and are acceptable to us.

Date:

Place:

Address

Signature of the Bidder with seal

INSTRUCTIONS TO THE BIDDER

1. All the pages of the Tender Document shall be signed by the Bidder.
2. NABARD takes no responsibility for delay / loss in non-receipt of Tender Documents.
3. “Retention Money Deposit” i.e. RMD of 5% of accepted value of the tender (annual charges) shall be deducted for every payment release from the bank. The RMD will be liable to be forfeited in case the contractor commits any breach of any terms and conditions of the Contract or fails to complete the work. This forfeiture is independent of the liquidated damages provided for in the Contract. No interest will be paid on the RMD amount.
4. PART-I (Pre- qualification Bid) and PART-II (Financial Bid) as the case may be, should be submitted manually at NABARD RO Building.
5. Bids submitted by unauthorized agents and FAX / Posts shall not be entertained.
6. Bidders 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.
7. If last date of receipt of Tender / Quotation and opening date is a holiday, then submission and opening of Tenders / Quotations shall be shifted to next working day without any change of time and venue.
8. The Bidders 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 Bidders.
- 9. No Bidder will be allowed to withdraw his Tender during the validity period. Subletting of the Contract is not permitted.**
10. 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, in such case the amount given in words will be considered final.
11. Notwithstanding anything stated above, NABARD reserves the right to assess the Bidders capability and capacity to perform the contract, should the circumstances warrant such assessment in the overall interest of NABARD.

DECLARATION BY THE BIDDER

1. I/we hereby declare that I/we have read and understood the General instructions, General conditions of Contract, detailed specifications and the conditions of work, etc. and hereby agree to abide by them.
2. I/we hereby confirm that the tender shall remain in force and valid for acceptance for a period of not less than 90 (ninety) days from the date of opening of the financial bid.
3. I/we also note that any additions, clarifications, etc. which we would like to bring to your attention are put in a separate sealed covering letter. I/we have ensured that only relevant entries asked for are made in the tender documents. Entries other than the relevant entry shall make the tender invalid.
4. I/we hereby confirm we will abide by the minimum wages Act as per Govt. orders revised from time to time.

DATE :

SEAL & SIGNATURE OF THE BIDDER

PLACE

GENERAL INSTRUCTIONS TO THE CONTRACTORS **AND GENERAL CONDITIONS OF CONTRACT**

1. Bidders 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. The Tender is strictly on Item Rate basis.
2. All the pages of the Tender Document shall be signed by the Tenderer.
3. NABARD takes no responsibility for delay / loss in post or non-receipt of Tender Documents.
4. Tenders submitted by unauthorized agents and FAX / Telex / Telegraphic bids shall not be entertained / considered.
5. Rates quoted should be workable and reasonable and should include the following
 - a) The quantities indicated in the Bill of Quantities (BOQ) are only tentative and shall be executed only at the sole discretion of NABARD.
 - b) Incidental and all overheads and profits.
 - c) Item rate quoted should be inclusive of service charge/contractor's profit. Under any circumstances, no price escalation whatsoever shall be entertained during the contract period except revision in taxes.
 - d) **Cost of Tools and Machinery and debris removal are within the scope of work. No special payment will be made for transportation/debris removal.**
 - e) The contractor would be required to furnish rate analysis for scrutiny when called for, by NABARD.
6. Payment will be made only after completion of the works and based on bill submitted by the contractor and certified by the Bank Officer and Consultant for the work to the effect that the services are provided or work executed as per the contract agreement. The contractor can claim **intermittent bill for not less than 50% of total awarded amount** after completion of the specific item of work. The Contractor must get the Signature of the officer incharge of the site after completion of respective work and should submit all these with the bill.
7. Materials used should conform to relevant National/ International Codes. GST-TDS, Income Tax, Works Contract Tax, Goods and Service Tax and other taxes as applicable, will be deducted from total payment due to the Contractors.
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. NABARD will not be under any liability to pay any compensation to the persons deployed by the contractor if they sustain any injury etc., while discharging the duties in the said premises. The contractor shall get them insured against any liability or any accident at its own cost. The Contractor should arrange to obtain necessary insurance cover for his



employees at his cost and should be responsible for the safety of persons employed by him. The Contractor shall be fully responsible and shall compensate NABARD in the event of any damage to person 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 workforce.

10. The Contractor or his authorized representative should visit the site regularly and if necessary, meet NABARD's Officer with prior appointment for any clarifications and to receive instructions, take measurements, etc. at the site. A measurement book to be maintained at site & the bill will be cleared based on the entries of the same. A site register will also be maintained recording the progress of the work.

11. Any damages caused to the building / premises during the execution of the work shall be made good by the Contractor and if necessary, through suitable Insurance cover at his cost.

12. The contractor shall deploy such minimum number of qualified and experienced labour/workmen as required for completing the work within the stipulated dead line i.e to ensure that the work is attended in time as per the scope of work of the tender, to the satisfaction of NABARD.

13. All the Standard Conditions of the Contract shall be binding on the parties as per Indian Contract Act and other prevailing Rules.

14. The contractor shall pay the personnel deployed in NABARD, their wages in accordance with the minimum Wages Act, 1948 on daily basis. The contractor shall also make PF contribution, ESI contribution and or any other statutory contribution in respect of the personnel deployed in NABARD. Tenders/bids not complying with the minimum wages payment will be rejected.

15. The contractor shall, for all intents and purposes, be the "Employer" within the meaning of different Labour Legislations in respect of skilled and unskilled personnel so employed and deployed in NABARD and the manpower so employed and deployed in NABARD shall remain under the overall control and supervision of the contractor. The persons deployed by the contractor in NABARD shall not have claims of Master and Servant relationship (implicitly or explicitly) between him/her/them and NABARD nor have any principal and agent relationship with or against the NABARD. The contractor's personnel shall not claim any benefit/ compensation/absorption /regularization of services under the provision of the Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970 or any other act related thereto.

16. The Contractor shall comply with the provisions of Contract Labour (Regulation & Abolition) Act, 1970, Minimum Wages Act, 1948 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 responsible in any manner in the event of

non-compliance with various labour laws in force by the contractor and the onus of compliance lies solely with the contractor. The contractor is advised to maintain attendance register of his staff employed at sites and wage register for payment (at least minimum wages as per Centre Govt.) with all records up to date as per the labour regulations. The contractor may be asked to submit the monthly payment records to the staff employed by him. The contractor is advised to ensure that the payment is regularly credited to the bank account of the individual staff employed within the time schedule of Labour laws and pay slips for respective payments are duly issued regularly.

17. The contractor should ensure payments to the employed personnel/ Labour as per latest Minimum Wages Act and payment of bonus in terms of Bonus Act, 1965.

18. 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.

19. 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.

20. The Contractor or his authorised representative should visit the site frequently as required by NABARD and meet Officials for any clarifications and to receive instructions.

21. The Contractor shall have whole/ sole responsibility for any damage / loss of life and property of NABARD on the part of any employee engaged by the Contractor resulting in any loss to NABARD or any of its clients. The contractor shall fully compensate NABARD for such damage/loss. The decision of NABARD in this regard shall be final and binding.

22. Any act of indiscipline / misconduct / theft / pilferage on the part of any employee engaged by the Contractor resulting in any loss to NABARD or any of its clients 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 without any notice.

23. 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.

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



25. 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.

26. The work should be carried out with least inconvenience to the staff members of NABARD. 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, wearing of uniforms, interpersonal relation with the staff. The contractor shall provide photo identity card and uniform to its workers including the leave reserves. Any workman not maintaining discipline / decorum inside the premises shall be immediately removed from site.

27. The Contractor should obtain approvals, if any, necessary for the work from the statutory bodies. The Contractor shall assist NABARD fully in respect of any liaison with the Municipal/Police or any other authority for necessary approval / permission with regard to the AMC works.

28. The Contractor shall provide documentary proof of police verification for each and every personnel deployed with NABARD and replacement, if any, shall also be brought into effect.

29. EXIT:

i) If the services/work of the contractor are not found to be satisfactory, the contractor will be given notice, with a notice period of 30 days, to improve his services/works. If the contractor fails to improve his services within the Notice period, NABARD shall have the discretion to terminate the contract either in part or in whole, any day after the expiry of the said notice period.

ii) The contract is liable for termination by giving one-month notice by the Bank and three months' notice by the contractor.

30. On-site storage space will be provided to the Contractor subject to availability. NABARD will not be responsible for Contractor's materials. The Contractor may be required to vacate the storage space and sheds as per exigency after making good the area clean without any extra cost to NABARD.

31. 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, labor, etc. and no payment in this respect will be made by NABARD.

32. The Contractor shall supply, and maintain suitable single or double bamboo/MS scaffoldings with working plat forms at all levels, T&P etc. or any other area if required at his cost during the execution of any work and remove them as soon as the work is completed without any damage to existing structure/fittings/fixtures. The rate quoted is inclusive of all such aforesaid items.



33. NABARD will not be responsible for contractor's materials.

34. The contractor shall provide everything necessary for the proper execution of the works. 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 risk and only thereafter the Security Deposit will be refunded to the Contractor. **Defects LIABILITY period: 12 Months from the date of Virtual Completion of works certified by NABARD.**

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

36. No advance payment shall be made. Further, Contractor will not link payment to his manpower with the settlement of bills by NABARD.

37. **VALIDITY OF TENDER: 90 Days from the date of opening of the Tenders.**

38. If in the opinion of NABARD the work done by the contractor is not satisfactory, NABARD may decide depending upon the merit of the work to deduct such amount from the bill amount as it may deem fit.

39. 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.

40. Contractor shall extend necessary help to other Contractors engaged by NABARD under separate contract for their respective work.

41. Contractor shall be required to furnish NABARD, as and when required, the following:

- (i) The Power of Attorney, name and signature of his authorized representative, who will be in- charge of execution of this contract.
- (ii) Registration certificate copies.
- (iii) Validity of Insurance Policies, Labour Contract License relating to staff engaged at NABARD site. The Contractor shall take all precautions necessary and shall be responsible for safety of work and risk involved in works carried out by their personnel.

42. Contractor shall vouch safe bonafides, conduct and fidelity of the staff employed by him. Any damage caused wilfully or in negligence to the works executed, shall be borne by him. The penalties mentioned in Service Level Agreement (SLA) given in the tender document shall be The contractor shall remove from work any worker who is found to be failing in his duties or whose presence in premises is otherwise objectionable in the opinion of NABARD.

43. The manpower deployed by the contractor for discharging the contractual obligations under the contract shall be the employees of the contractor. NABARD shall in no way be

connected with such manpower and they shall have no claim whatever against NABARD.

44. The Contractor shall at his own cost and expenses provide all the materials, labour, supervision tools, plant apparatus, ladders, trolleys, conveyance, scaffolding etc. required for execution of the work covered by this contract to the entire satisfaction of NABARD.

45. Notwithstanding anything contained therein the labourers, workmen, supervisors and other employed persons by the Contractor for the purpose of the works shall for all purposes be regarded as the Contractor's employees. Therefore, neither the contractor nor any of such employees shall have any right to complain or claim against NABARD. NABARD also shall have no concern with them and shall not be liable to make any payment to or any contribution on account of them.

46.

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.

47. 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.

48. PAYMENT: The contractor shall be entitled to receive minimum of intermittent bill for not less than 50% of total awarded amount and after submission of the bill with joint measurements with the Architect/Consultant deputed by the Bank/Banks Officer. The final bill may be submitted within 15 days after the completion of the work.



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

DATE:
PLACE:
ADDRESS

Signature of the Bidder
NAME AND SEAL

Scope of work

General Description

The work under this tender shall consist of furnishing all labour, materials, equipment, and services necessary for the renovation of two General Manager cabins as per the specifications detailed below. The contractor shall execute the work in a professional manner, ensuring quality, durability, and compliance with relevant standards.

A. Flooring

1. Providing and fixing 1.5 mm thick vinyl plank tiles of approved quality and shade.
2. Installation to cover approximately 90 Sq.m area.
3. Surface shall be prepared, levelled, and cleaned before fixing.
4. Joints to be seamless and properly finished.

B. Wall Panelling

a) Wall Panels:

1. Providing and fixing decorative wall panels inside the cabins covering an area of 125 Sq.m.
2. Panels shall be of approved design, finish, and colour.
3. Installation shall include proper framing, fixing, and finishing.

b) Fluted Decorative Wall Panels:

1. Providing and fixing fluted decorative wall panels for accent/feature walls.
2. Area coverage: 65 Sq.m.
3. Panels to be of premium quality with smooth finish and durability.

C. Electrical Works

1. Supply and installation of electrical fittings and fixtures including LED lights (1x1 size or as specified), wiring, switches, sockets, and accessories.
2. All works to conform to ISI standards and safety norms.
3. Proper testing and commissioning before handover.
4. Scope includes lump-sum supply and installation as per requirement.

D. Window Furnishings

1. Providing and fixing zebra blinds made of polyester or polyester blend fabric.
2. Total coverage: As per specified area.
3. Blinds should be of high-quality roller system with smooth operation.

E. Branding and Signage

1. Providing and fixing NABARD logo in virgin acrylic, 3 mm thick, coloured and finished as approved.
2. Total quantity: 5 numbers.
3. Fixing shall be secure and aesthetically placed.

F. Standards & Compliance

1. All works shall conform to the latest IS standards and CPWD General Specifications for Electrical Works.
2. Contractor shall ensure compliance with IE Rules, Electrical Inspectorate requirements, and NABARD's safety protocols.

G. Contractor's Responsibility

1. Arrange all necessary tools, tackles, machinery, and labour.
2. Ensure safety of workers and property during execution.
3. Maintain cleanliness at site and dispose of debris as per local regulations.
4. Guarantee the poles, galvanization, and installation for a period of minimum 5 years from the date of commissioning.

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)

ADDRESS :

NAME and SEAL

SAFETY CODE

1. There shall be maintained in a readily available place, First Aid appliance including adequate supply of sterilized dressings and cotton wool.
2. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
3. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from ground / floor.
4. No portable single ladder shall be over 8 meters in length. The width between the side rails shall not be less than 30 cm. (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding the ladder.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of trench whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one metre.
7. No floor, roof or other part of the structure shall be so overloaded with debris or materials as to render it unsafe.
8. Workers employed on mixing and handling material / chemicals etc shall be provided with protective footwear and rubber hand gloves.
9. Safety belts shall be provided by the contractor and used by the workmen while working from height of more than 3 metres from ground level.
10. No paint / chemicals containing lead products shall be used except in the form of paste or readymade paint.
11. Suitable PPE kits, facemasks, hand gloves, boots, etc should be supplied for use by the workers when the chemical is applied using spray guns.



12. Overalls shall be supplied by the Contractor to the painters and adequate facilities shall be provided to enable the working painters to wash during the periods of cessation of work.
13. Hoisting machines and tackles used in the works, including their attachments, anchorage and supports shall be in perfect condition.
14. The ropes used in hosting or lowering material or as means of supervision shall be of durable quality and adequate strength and free from defects.
15. Personal Protection Equipment (PPE) such as face masks, hand gloves, boots, etc shall be provided for the workers at the contractor's cost and the contractor shall ensure that the workers use the same while at work.

Date:

Signature of Contractor with seal

Place:

Name and Address:



FIRE SAFETY CODE

- i. Cutting / drilling machine and other electrically operated equipment used at site shall be plugged into correctly rated electrical outlets.
- ii. Two buckets of water and sand shall be kept in an easily accessible area on the site.
- vi. Fire extinguishers recommended and issued by fire officers shall be kept on the site.
- vii. Used chemical / paint drums shall be stored in specified store only after closing them properly.
- viii. None of the passages near lift lobby and staircases shall be used for stacking / dumping any kind of materials / waste / debris.
- ix. None of the fire extinguishers shall be removed / shifted from its designated location.
- x. Power supply shall be switched off from the mains when equipment is not in use.
- xi. Any dust / debris generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.
- xii. Battery operated emergency light / torches shall be provided by the contractor to the workmen while working beyond office hours.
- xiii. All the electrical / mechanical / electromechanical appliance shall be connected to sufficiently rated circuit breakers before tapping to a power source.

Date:

Signature of Contractor with seal

Place:

Name and Address:

APPROVED MAKES OF MATERIALS

Note:

1. The Contractor shall obtain prior approval from the Officer-in-charge before placing order for any specific material or engaging any of the specialized agencies. The Contractor shall make a detailed submitted with catalogues and highlighted proposed specifications, as well as full details of the works executed by the specialized agency, as specified.
2. In case of non-availability of the brand specified in the contract the Contractor shall approach Engineer- in charge to acquiring alternate equivalent brand of the material subject to submission of documentary evidence of non - availability of the specified brand. No claim on this account shall be entertained.
3. Wherever applicable only I.S.I. approved first class materials are to be used. In other cases, where I.S.I. specifications/certifications are not available, superior range quality materials are to be used and all the products got approved by the Bank/Interior Designer.

GENERAL SAFETY CONDITIONS OF THE CONTRACT

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.

A. General

1. Smoking and chewing pan/ tobacco/ gutkha / any other drugs, consumption of alcohol etc. are prohibited in the building.
2. The contractor shall take all precautions to avoid accidents and causes of accidents. He must be careful regarding safety during working of his staff in the premises.
3. Staffs will not be allowed to stay overnight in the said premises after their duty hours and they will not be entitled to kitchen/Stay/housing facility in the said premises.
4. 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.
5. Penal action will also be taken if the contractor's supervisors and workmen/ work women do not wear 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.
6. 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.

We/I agree to the safety conditions and to ensure compliance with the same fully.

Signature of the Bidder with seal and date:

Annexure I

Service Level agreement (In ₹ 200 Stamp paper)

THIS AGREEMENT is made at Thiruvananthapuram on this day of2025
BETWEEN

National Bank for Agriculture and Rural Development, a body corporate incorporated under the National Bank for Agriculture and Rural Development Act, 1981 having its Kerala Regional Office at Punnan Road, Statue, Thiruvananthapuram-695001, herein after referred to as “NABARD” (which expression shall unless repugnant to the context or meaning thereof be deemed to include its successor and assigns) of the ONE PART.

AND

Shri./M/s.....(Individual/Proprietorship/partnership firm/Company) incorporated/registered underAct, or R/o, and having its (place of business or Office) athereinafter referred to as ‘Vendor’ (which expression shall unless repugnant to the context meaning be deemed to include the legal heirs, legal representatives, administrators and executors) of the OTHER PART.

WHEREAS the NABARD is desirous of carrying out the work of **“Proposal for Proposal for Renovation of Two GM Cabins and Three DGM Cabins in NABARD Kerala Regional Office, Punnen Road Statue Thiruvananthapuram- 695001 (Only for the empaneled vendors)”**., and has caused specifications describing the work to be done and prepared by Kerala Regional Office, NABARD, Thiruvananthapuram.

AND WHEREAS the Vendor has visited the site and fully understood the existing conditions of site for execution of work.

AND WHEREAS the Vendor has agreed to execute upon and subject to the conditions set forth in the Price Bid 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 thereunder (hereinafter referred to as “the said contract amount”).

NOW, THE AGREEMENT WITNESS THAT IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES:-

1. In consideration of the said Contract amount to be paid at the times and in the manner set forth in the said conditions, the vendors shall upon and subject to the said conditions annexed, carry out, execute and complete the supply/work shown in the contract, described by or referred to in the schedule of quantities and in the said conditions.
2. 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 agreements on their part respectively in the said conditions and the documents contained herein.
3. The Scope of work and all the terms and conditions as enumerated in this tender is part and parcel of this agreement and binding on the parties. The vendor shall ensure that all items of work specified in the scope of work is attended to. In case of difference between the tender document and this agreement, the agreement will prevail.
4. This Agreement and documents mentioned herein shall form the basis of this contract.
5. NABARD reserves to itself the right of altering the nature/quantum of the work by

adding to or omitting any items having portions of the same carried out without prejudice to this Contract.

7. In case of breach of any terms and conditions attached to this contract, the Security Deposit of the Vendor will be liable to be forfeited by NABARD besides annulment of the contract.

8. In case any of the documents furnished by the Vendor is found to be false at any stage, it would be deemed to be a breach of terms of Contract making him/her liable for legal action besides termination of contract.

9. The NABARD shall pay the vendor the said contract amount, or such other sum as shall become payable, at the times and in the manner specified in the said Conditions.

10. This contract is an item rate contract for the complete work to be paid for according to necessary installation carried out at site, at the rate contained in the Schedule of Rates or as provided in the said conditions.

11. All payments by the NABARD under this contract will be made only at Thiruvananthapuram.

12. The Vendor shall afford every reasonable facility for carrying out all works of other Contractors employed by the Employer and shall make good any damage done to walls, floors, etc. after the completion of such works.

13. The Vendor shall indemnify and keep indemnified, defend and hold good NABARD, its staff and agents against loss, damages or claims arising out of any violations of applicable laws, regulations, guidelines during the contract period and for the breach committed by the Vendor or their personnel on account of misconduct, omission and negligence by the Vendor or his staff.

14. The Vendor shall ensure proper conduct of its personnel in NABARD's premises, and enforce prohibition of consumption of alcoholic drinks, paan, smoking, loitering without work.

15. NABARD shall not be responsible for any damage or losses. Claims, financial or other injury to any person/s engaged by Vendor in the course of their performing the functions/works, or for payment towards any compensation.

16. Time shall be considered as the essence of this contract, and the Vendor hereby agrees to commence the work/ job on the next day of receipt of the work order as provided for in the said conditions and to complete the entire work within the time period prescribed below reckoned from the date of receipt of such work order subject nevertheless to the provision for extension of time.

17. NABARD reserves the right to withdraw/relax any of the terms and conditions mentioned above so as to overcome the problem encountered by the contracting parties.

18. DISPUTE RESOLUTION

(a) In case of dispute regarding the quality of work and product / unsatisfactory services etc., the final authority will rest with the Chief General Manager, NABARD, RO, Thiruvananthapuram and the same will be binding on the Vendor.

(b) In the event of any claim, difference, dispute or controversy and questions whatsoever arising between the parties under this agreement and subsequent agreement shall in the first instance, be attempted to be resolved between the parties themselves.

(c) If the dispute cannot be resolved through consultations between the Parties within 30 (thirty) days after 1(one) Party has served a written notice on the other Party requesting the commencement of such discussions, any Party may thereafter in writing, demand that the dispute be finally settled by an arbitration comprising of sole arbitrator mutually appointed by the Parties in accordance with the Arbitration and Conciliation Act, 1996 or any modifications thereof. The arbitrator shall be a person of professional repute who is not directly or indirectly connected with any of the parties to this Agreement and shall have prior experience as Arbitrator. The arbitration proceedings shall be governed by the Arbitration

and Conciliation Act, 1996. The seat and venue of arbitration shall be Thiruvananthapuram. The language of arbitration shall be English.

(d) The award of the arbitrator/s so appointed shall be final and binding on the parties.

(e) Work under the contract shall be continued by the Vendor during the arbitration proceedings unless otherwise directed in writing by NABARD. No payment due, or payable by NABARD, to the Vendor shall be withheld on account of the ongoing arbitration proceedings, if any, unless it is the subject matter, or one of the subject matters thereof

19. If the vendor becomes insolvent or found to have offered any bribe in connection with the contract or the Vendor fails to observe or perform any condition of this contract then notwithstanding any previous waiver of such default or action being taken under any other clause hereof NABARD may terminate the contract and forfeit the said security deposit and recover from the Vendor any loss suffered by NABARD on account of the contract being terminated.

20. This agreement is being executed in duplicate, NABARD shall keep the original and the Vendor shall keep the duplicate.

21. The Vendor shall bear the expenses for stamp duty on this agreement for both the original and the duplicate copy.

22. That the several parts of this contract have been read by the Vendor and fully understood by the Vendor.

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

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

SIGNATURE CLAUSE:

SIGNED AND DELIVERED BY the National Bank for Agriculture and Rural Development by the hand of.....

Signature

Name & Designation

In the presence of.....

Signature

Name & Address

Signed and sealed by the vendor by the

Hand of Shri/Smt.and duly constituted attorney. If the Vendor signs under its common seal, the signature clause should tally with the sealing clause in the articles of association. If the vendor is signing by the hand of power of attorney, then whether a company or individual to be specified:

Signature of the Vendor

Name of the authorized official Address:

In presence of Shri/Smt.

Signature

Name & Address

Annexure II
Letter of Indemnity and Undertaking
 (To be submitted by the successful bidder)

To
 The Chief General Manager,
 National Bank for Agriculture and Rural Development
 Kerala Regional Office,
 Punnan Road,
 Statue, Thiruvananthapuram-695001.

Sir

Subject: Letter of Indemnity and Undertaking

WHEREAS the National Bank for Agriculture and Rural Development, a corporation established under the National Bank for Agriculture and Rural Development Act, 1981 (hereinafter referred to as 'NABARD') has expressed desire to avail service/work of **"Proposal for Renovation of Two GM Cabins and Three DGM Cabins in NABARD Kerala Regional Office, Punnen Road Statue Thiruvananthapuram- 695001 (Only for the empaneled vendors)"**. "as per this tender and which are hereinafter for brevity sake referred to as Housekeeping services, subject to our furnishing declarations and indemnity as contained hereafter.

NOW THEREFORE THIS LETTER OR INDEMNITY WITNESSETH THAT:

We, the _____ (contractor/bidder) hereby declare and certify that we are the rightful owners/ licensees of the said service offered to NABARD and that the sale of the said service to NABARD by us and the use thereof by NABARD does not infringe the property or other intellectual property or copy rights of any other person and that the same does not infringe the Copy of Rights Act, 1957 or any other Act for the time being in force.

We, the said _____ (contractor/bidder) hereby agree to indemnify and keep indemnified and harmless NABARD, its Officers, servants, agents and other authorized persons against any action that may be brought against us for infrin CPP Portal end of the right of property or other intellectual property or copy rights in respect of the said systems package supplied by us to NABARD and will defend the same at our cost and consequences and will pay or reimburse NABARD, its officers, servants, agents and other authorized persons from all costs and other expenses that they may be put to or incur in that connection in accordance with the terms as provided for within the end User License Agreement that accompanies the said systems.



We, the said _____ (contractor/bidder) hereby also agree to indemnify and keep indemnified and harmless NABARD, its Officers, servants, agents and other authorized persons against any third party claims in respect of any damages or compensation payable in consequences of any accident or injury sustained or suffered by our employees or agents, or by any other third party resulting from or by any action, omission, or operation conducted by or on behalf of us and against any and all claims by employees, workmen, contractors, sub-contractors, suppliers, agent(s), employed, engaged, or otherwise working for us, in respect of any and all claims under the Labour Laws including wages, salaries, remuneration, compensation or like.

Yours faithfully

(Name and Designation) of **Authorized Official**
Signature

PREAMBLE TO SCHEDULE OF QUANTITIES

The “**Proposal for Renovation of Two GM Cabins and Three DGM Cabins in NABARD Kerala Regional Office, Punnen Road Statue Thiruvananthapuram- 695001 (Only for the empaneled vendors)**”

1. Preamble to schedule of quantities form a part of schedule of quantities for contractual purpose and should be studied carefully prior to filling up the schedule of quantities.
2. Schedule of quantities supersedes Technical specifications, General and Particular conditions of Contract in case there are any discrepancies between any of these sections.
3. Items are described to the best possible extent in schedule of quantities. However, should there be any clarifications required about any item, the same should be done by the bidder prior to quoting final rate for a particular item. No claim for any unclear and missing information shall be entertained after opening of the financial bid and also once the contract is awarded.
4. If no rate/amount is mentioned against any of the items in Financial Bid, the same shall be considered to be covered in the quoted items, or the tender may be rejected at the discretion of NABARD.
5. Notes given in the Financial Bid should be read carefully before quoting the rates.
6. All quoted rates shall be inclusive of all taxes including goods and service tax, wages, etc. as per minimum wages Act etc. unless otherwise stated. No other claim whatsoever in this respect shall be entertained.
7. Income Tax, Works Contract Tax or any other Tax as applicable will be deducted from any payment due to the Contractors. The Contractor shall furnish necessary documentary evidence related to PAN and Certificate for Registration under Works Contract Tax/ Goods and Service Tax.

(Name and Designation) of **Authorized Official**
Signature

PENALTIES

1. If in the opinion of NABARD the work done by the contractor is not satisfactory, NABARD may decide depending upon the merit of the work to deduct such amount from the bill amount as it may deem fit.
2. Contractor shall vouch safe bonafides, conduct and fidelity of the staff employed by him. Any damage caused willfully or in negligence to the works executed, shall be borne by him. The penalties mentioned in Service Level Agreement (SLA) .
3. **Forfeiture clause:** In case of negligence/derelection of duty by contractor's staff, the above contract shall be terminated without giving any notice by the Bank and the security deposit shall be forfeited.
4. Recovery of GST-TDS, income tax, education cess, work contract tax, goods and service tax etc. as applicable & in force shall be deducted from the bill during the currency of the contract.

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

DATE:
PLACE:

Signature of the Bidder
NAME AND SEAL



PART- II

PRICE BID

Tender for “Proposal for Renovation of Two GM Cabins and Three DGM Cabins in NABARD Kerala Regional Office, Punnen Road Statue Thiruvananthapuram-695001 (Only for the empaneled vendors)”

SCHEDULE OF QUANTITIES

(Rate to be quoted in this sheet only)

This is an item rate tender. The Amount quoted shall be firm and shall include all costs, allowances, Transportation, taxes, levies, Works Contract tax and excluding GST (Which should be quoted separately). The rates quoted for each, and every item should be self-sustaining and reasonable.

Sl No	Particulars	Quantity	Rate	Amount (in Rupees)
1	Providing and fixing 1.5mm thick Vinyl Plank thick with PUR protection size 152.4mm x 914.4mm as per test method EN 649, EN 430 & iso140-8 -'A', etc complete in all aspects as directed at site	90 Sqm		
2	Providing and fixing wall panels inside the cabin area with adequate PU foam sheet inserted in between ACP and wall panels, Brand: Alutech, Armstrong, Viva (all design shall be made as per client request and all cutting shall be made in CNC cutter /router). Maintain uniform joints Grove panels to required depth for folding and form edges. Fix the panel without nails provide necessary corner profile flashing and trims. Thickness :3/4 mm aluminum skin thickness not less than 0.25 mm finish PVDF coating on front side ACP shall be fixed in nail free and frame work shall be done with Aluminum frame(50 x 25 x2 mm), marine plywood, MS / GI frame work if required as per design and drawing. Finish of the surface smooth, even surface without scratches, dents or undulations - 'B', etc complete in all aspects as directed at site	125 Sqm		
3	Providing and fixing fluted decorative wall panelling on existing wall/ partitions on sub frame if required fixing of	65 Sqm		

	panel in nail free (concealed Clip) interlocking methodology and panels shall be fixed on flush surfaces. Proved edge trims and corner profile if required Protect panels with plastic sheet until completion -'C', etc complete in all aspects as directed at site			
4	Electricals fittings, Lights (1x1 size, qty as per direction of engineer in charge.), Modular boxes, sockets and switches, (Legrand) Logo lamp etc.) brand: Wipro/Crompton/Havells. - 'D', etc complete in all aspects as directed at site	LS		
5	Zebra Blinds fabric : polyester or polyester blend with alternative opaque and sheer strips aluminum roller tube, spring loaded mechanism with ABS plastic brackets on wall and ceiling for mounting. - 'E', etc complete in all aspects as directed at site	40 Sqm		
6	NABARD Logo: Virgin acrylic 3 mm thick, colour edge machine cut, smooth finish with golden yellow letters fixed with SS stud. – 'F', etc complete in all aspects as directed at site	5		
P	Subtotal (A+B+C+D+E+F)			
Q	GST on 'P'			
	Total (P+Q)			

Grand Total Amount without GST (In Words)

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Grand Total Amount with GST (In Words)

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Note:

1 Special care shall be taken by providing suitable covers, tarpaulins etc. to prevent dust nuisance and for protecting furniture and costly equipment from stains. The work shall be carried out without any inconvenience to the occupants.

2. The tenderers should visit work site and assess site conditions and scope of work before quoting the rates.

3. Rates are to be quoted inclusive of all prevailing taxes like GST, etc as per scope of the work and after visiting the site.

4. The contractor shall include all prevailing taxes like GST etc. in the quoted rates as stated in the Clause of General Instruction of the Technical bid.

6. The contractor has to quote for all the items of the tender. Incomplete tenders will be rejected.

Accepted all terms & conditions of technical & price/financial bid.

Place:

Date :

Address of the contractor:

Name & Seal:

(Signature of the Tenderer)