Name of the Tenderer: ________________________________

Address: __________________________________________

Date and time for Pre bid meeting- 14:30 hours on 06 December 2021
Last date and time for submission of tender: 15:00 hours on 17 December 2021
Tender for External and Internal (Lobby Area) Painting, Boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati- 781006

**IMPORTANT DATES AND POINTS**

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<td>26 November 2021</td>
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<td>5%</td>
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National Bank for Agricultural and Rural Development
Assam Regional Office

Tender for External and Internal (Lobby Area) Painting, Boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati- 781006

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NOTICE INVITING TENDER

Ref. No. NB.Assam/DPSP/NIT/10/Office building painting/2021-22
Date: 26 November 2021

Dear Sir,

Tender for External and Internal (Lobby Area) Painting, boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati-781006.

National Bank for Agriculture and Rural Development (NABARD) invites you to tender for the captioned work. National Bank for Agriculture and Rural Development intends to invite tenders for Tender for External and Internal (Lobby Area) Painting, boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati-781006. 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 CPP Portal.

It must be noted that the only Bidders who are willing to enter into Integrity Pact (IP) with the Bank, will be eligible to participate in the bidding process. The Integrity Pact may be submitted in a separate sealed envelope

The Pre-Bid meeting will be held on 06 December 2021 at 14:30 hours in the Conference room on 1st Floor of Assam Regional Office, G.S. Road, Dispur, Guwahati - 781006. To be eligible to participate in the pre-bid, the bidder should have already conducted a site survey and should have satisfied him/herself about the overall feasibility of the work. The clarifications being sought in the pre-bid meeting should be submitted in writing at least 2 working days prior to the date of pre-bid meeting by email on dpsp.guwahati@nabard.org. All the clarifications of the pre-bid meeting will be part of tender and will be uploaded on NABARD website (https://www.nabard.org/English/Tenders.aspx) and CPP Portal.

Sealed offers should be submitted separately as follows:

In two Envelopes indicating clearly 'Envelope No.1' – Technical Bid and 'Envelope No.2' – Price Bid. The envelopes should be addressed to The Chief General Manager, Assam Regional Office, G.S. Road, Dispur, Guwahati - 781006, and superscribed “Tender for External and Internal (Lobby Area) Painting, boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati-781006”.

Bidder must enclose Envelope no. 1 & 2 in a 3rd big envelope. The tenders should be submitted not later than 15:00 hrs. on 17 December 2021.
Envelope no. 1 shall contain:

a) “Technical bid” of tender with every page signed and stamped.

b) Integrity Pact on Rs. 200/- Non-Judicial Stamp Paper as per the format given in ‘Pre-Contract Integrity Pact’ should be submitted along with the technical bid to become eligible to participate in the tender.

c) An initial part amount of Rs. 39,100/- (Rupees Thirty Nine Thousand One Hundred Only) towards Earnest Money Deposit (EMD) will be required to submit by way of fund transfer through NEFT/RTGS to Current Account of NABARD. The account details are as under:

Name of Account: National Bank for Agriculture and Rural Development
Bank Name: NABARD
Branch Name: Head Office, Mumbai
Account Number (VAN): NABADMN12
IFSC Code: NBRD0000002 (Underlined figures to be read as zero)

Documentary evidence of deposit in the form of UTR / Receipt Voucher is to be enclosed with the technical bid. The Tender without EMD shall be rejected out rightly. No interest shall be paid on the EMD thus collected. EMD of the successful bidder shall be refunded after the successful completion of the work, whereas EMD of the unsuccessful bidders will be refunded upon the issuance of work order to and acceptance of the same by the successful bidder.

d) Power of attorney authorizing the person to sign the tender.

2. Envelope No.2 shall contain:

a) Price Bid shall be addressed to THE CHIEF GENERAL MANAGER, NABARD, ASSAM REGIONAL OFFICE, G. S. ROAD, DISPUR, GUWAHATI–781006.

b) Envelope No.2 shall not contain any condition whatsoever and any conditional bids shall be rejected.

c) Envelope No.2 will be opened on some suitable date, which will be communicated later on, after scrutiny of the documents submitted by bidders in envelope 1. Price Bid envelopes shall be opened only in respect of those bidders who is found to be eligible as per the prequalification criteria specified by NABARD and have complied with all the requirements in tender document.

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 price 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. **Retention money deposit:** Retention money @ 5% will be recovered from the bill.

c. **Security Deposit:** Retention Money Deposit will form a total Security Deposit. The security deposit will be 5% of the total value of work executed. The Security Deposit will be refunded after the expiry of **defects liability period** of one (1) year.

d. **Time of Completion: (30 days):** Date of commencement shall be from the date of issue work order. The work shall be completed within **30 days** from the date of commencement.

e. The quantum of liquidated **damages** for delay in completion of the works per week shall be calculated at **0.25%** of the estimated cost subject to maximum of **5%** of the accepted tender amount.

f. 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.

h. 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.

i. 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.

j. **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.

k. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the bidder who resort to canvassing will be liable to rejection.

l. **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.
m. NABARD also reserves the right to divide and distribute the work to more than one bidder at its sole discretion.

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

o. Contract documents shall be executed within 10 days from the date of issue of the work order by the successful bidder in accordance with the agreement in the format prescribed herein. A work order by the National Bank for Agriculture and Rural Development of a tender will constitute a binding contract between the National Bank for Agriculture and Rural Development and the bidder so tendering, whether such formal agreement is or is not subsequently executed. Stamp duty in this respect shall be borne by the contractor.

p. 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.

q. 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. Only, after all the defects pointed out during the Defects Liability Period have been satisfactorily rectified by the Contractor will the release of the Security Deposit be considered.

r. For any clarification you may please contact officials of Department of Premises, Security and Procurement at 3rd floor.

_Sd/-_

(Walter Kujur)
Deputy General Manager
Pre Contract Integrity Pact

National Bank for Agricultural and Rural Development
Assam Regional Office
G. S. Road, Dispur, Guwahati- 781006
Tel.: 0361 2313228 * Fax: 0361 2235657
Email: guwahati@nabard.org * Website: www.nabard.org

Tender for External and Internal (Lobby Area) Painting, boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati-781006.

Name of the Tenderer: ______________________________

Address: __________________________________________

Date and time for Pre bid meeting- **14:30 hours on 06 December 2021**
Last date and time for submission of tender: **15:00 hours on 17 December 2021**
PRE CONTRACT INTEGRITY PACT

General

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on _____
day of the month of _______________ 2021.

Between,

National Bank for Agriculture and Rural Development (NABARD), represented by
__________________________________ (hereinafter called the “BUYER”, which
expression shall mean and include, unless the context otherwise requires, his successors in
office and assigns) of the First Part,

And

M/s ______________________, represented by _________________________,
(hereinafter called “BIDDER/ SELLER” which expression shall mean and include, unless the
context otherwise requires, his successors and permitted assigns) of the Second Part.

WHEREAS the BUYER proposes to procure (Name of the Stores/ Equipment/ Item) and the
BIDDER is willing to offer/ has offered the stores and WHEREAS the BIDDER is a private
company/ public company/ Government undertaking/ partnership/ registered export
agency, constituted in accordance with the relevant law in the matter and the BUYER is a
body corporate established under NABARD Act, 1981 having its Head Office at Plot No. C-24,
Block ‘G’, Bandra- Kurla Complex, Bandra (East), Mumbai.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from
any influence/ prejudiced dealings prior to, during and subsequent to the currency of the
contract to be entered into with a view to:

Enabling the BUYER to obtain the desired said stores/ equipment at a competitive price in
conformity with the defined specifications by avoiding the high cost and the distorted impact
of corruption on public procurement and

Enabling BIDDERs to abstain from bribing or indulging in any corrupt practice in order to
secure the contract by providing assurance to them that their competitors will also abstain
from bribing and other corrupt practices and the BUYER will commit to prevent corruption,
in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

Commitments of the BUYER
1.1 The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit of any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.

1.2 The BUYER will, during the pre-contract stage, treat all BIDDERs alike and will provide to all BIDDERs the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERs.

1.3 All the officials of the BUYER will report to the appropriate Government office any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same is prima facie found to the correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry in being conducted by the BUYER the proceedings under the contract would not be stalled.

3. **Commitments of BIDDER**

   The BIDDER commits itself to take all measures to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during an pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:

3.1 The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.

3.2 The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any
other contract with the Bank for showing or forbearing to show favour or disfavor to any person in relation to the contract or any other contract with the Bank.

3.3 BIDDERs shall disclose the name and address of agents and representatives and Indian BIDDERs shall disclose their foreign principles or associates.

3.4 BIDDERs shall disclose the payments to be made by them to agents/ brokers or any other intermediary, in connection with this bid/ contract.

3.5 The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/ integrator/ authorized government sponsored export entity of the defense stores and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.

3.6 The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the BUYER or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.

3.7 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

3.8 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

3.9 The BIDDER shall not use improperly for purposes of competition or personal gain or pass on to others, any information provided by the BUYER as part of the business relationship regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

3.10 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

3.11 The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

3.12 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER either directly or indirectly is a relative of any of the officers of the BUYER, or alternatively if any relative of an officer of the BUYER has financial interest/ stake
in the BIDDER’s firm, the same shall be disclosed by the BIDDER at the time of filling of tender.

The term ‘relative’ for this purpose would be as defined in Section 6 of the Companies Act 1986.

3.13 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the BUYER.

4. Previous Transgression

4.1 The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprises in India or any Government Department in India that could justify BIDDER’s exclusion from the tender process.

4.2 The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

5. Earnest Money (Security Deposit)

5.1 While submitting commercial bid, the BIDDER shall deposit an amount Rs.39,100/- (Rupees thirty nine thousand one hundred only) as Earnest Money/ Security Deposit, with the BUYER through electronic mode of fund transfer, i.e. RTGS/NEFT.

Account details is as under:
Name of Account : National Bank for Agriculture and Rural Development
Bank Name : NABARD
Branch Name : Head Office , Mumbai
Account Number (VAN) : NABADMN12
IFS Code : NBRD0000002 (Underlined figures to be read as zero)

5.2 The Earnest Money/ Security Deposit shall be valid up to the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, whichever is later.

5.3 In case of the successful BIDDER a clause would also be incorporated in the Article pertaining to Performance Bond in the Purchase Contract that the provisions of Sanctions for Violation shall be applicable for forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

5.4 No interest shall be payable by the BUYER to the BIDDER on Earnest Money/ Security Deposit for the period of its currency.
6. **Sanctions for Violations**

6.1 Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required:

i. To immediately call off the pre-contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.

ii. The Earnest Money Deposit (in pre-contract stage) and/ or Security Deposit/ Performance Bond (after the contract is signed) shall stand forfeited either fully or partially as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.

iii. To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.

iv. To recover all sums already paid by the BUYER, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2%, higher than the LIBOR. If any outstanding payment is due to the BIDDER from the BUYER in connection with another contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid sum and interest.

v. To encash the advance bank guarantee and performance bond/ warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.

vi. To cancel all or any other contracts with BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation/ rescission and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.

vii. To debar the BIDDER from participating in future bidding processes of the Government of India for a minimum period of five years, which may be further extended at the discretion of the BUYER.

viii. To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.

ix. In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the BUYER with the BIDDER, the same shall not be opened.
x. Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

6.2 The BUYER will be entitled to take all or any of the actions mentioned at paragraphs 6.1 (i) to (x) of this Pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in Chapter IX of the Indian Penal code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

6.3 The decision of the BUYER to the effect that a breach of the provisions of the Pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent Monitor(s) appointed for the purposes of this Pact.

7. **Fall Clause**

7.1 The BIDDER undertakes that it has not supplied/ is not supplying similar product/systems or subsystems at a price lower than that offered in the present bid in respect of any other Ministry/ Department of the Government of India or PSU and it is found at any stage that similar product/systems or sub systems was supplied by the BIDDER to any other Ministry/ Department of the Government of India or a PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the BIDDER to the BUYER, if the contract has already been concluded.

8. **Independent Monitors**

8.1 The BUYER has appointed Independent Monitor Shri P.K. Sangewar, IRSS(Retd.) (hereinafter referred to as Monitor) for this Pact in consultation with the Central Vigilance Commission.

8.2 The task of the Monitor shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

8.3 The Monitor shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.

8.4 Both the parties accept that the Monitors have the right to access all the documents relating to the project/ procurement, including minutes of meetings.

8.5 As soon as the Monitor notices or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the BUYER.

8.6 The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The
BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/ Subcontractor(s) with confidentiality.

8.7 The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

8.8 The Monitor will submit a written report to the designated Authority of BUYER within 8 to 10 days from the date of reference or intimation to him by the BUYER/ BIDDER and should the occasion arise submit proposals for correcting problematic situations.

9. **Facilitation of Investigation**

In case of any allegation of violation of any provisions of this Pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

10. **Law and Place of Jurisdiction**

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the BUYER.

11. **Other Legal Actions**

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

12. **Validity**

12.1 The validity of this Integrity Pact shall be from date of its signing and extend up to 5 years or the complete execution of the contract to the satisfaction of both the BUYER and the BIDDER/ Seller, including warranty period, whichever is later in case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

12.2 Should one or several provisions of this Pact turn out to be invalid, the remainder of this Pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.
13. The parties hereby sign this Integrity Pact at _____________________ on __________

<table>
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<tr>
<th>BUYER</th>
<th>BIDDER</th>
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Witness

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Provisions of these clauses would need to be amended/ deleted in line with the policy of the BUYER in regard to involvement of Indian agents of foreign suppliers.
National Bank for Agricultural and Rural Development
Assam Regional Office
G. S. Road, Dispur, Guwahati- 781006
Tel.: 0361 2313228 * Fax: 0361 2235657
Email: guwahati@nabard.org * Website: www.nabard.org

Name of the Tenderer: ____________________________________
Address: ________________________________________________
__________________________________________________________

Tender for External and Internal (Lobby Area) Painting, Boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati- 781006

Date and time for Pre bid meeting- **14:30 hours on 06 December 2021**
Last date and time for submission of tender: **15:00 hours on 17 December 2021**
FORM OF TENDER

To,
Chief General Manager,
NABARD, Assam RO,
Dispur, Guwahati- 781006

Dear Sir,

Tender for External and Internal (Lobby Area) Painting, Boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati- 781006.

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

<table>
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<tr>
<th>Sl. No.</th>
<th>Subject</th>
<th>Specification</th>
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<tbody>
<tr>
<td>a.</td>
<td>Description of work</td>
<td>Tender for External and Internal (Lobby Area) Painting, Boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati- 781006</td>
</tr>
<tr>
<td>b.</td>
<td>Earnest Money Deposit</td>
<td>Rs. 39,100/- (Rupees thirty nine thousand one hundred) only</td>
</tr>
<tr>
<td>c.</td>
<td>Time allowed for completion of the work</td>
<td>The time of completion for the total project shall be 30 days from the date of issue of work order.</td>
</tr>
<tr>
<td>d.</td>
<td>Retention Money Deposit (RMD)</td>
<td>5% of every bill</td>
</tr>
<tr>
<td>e.</td>
<td>Initial Security Deposit</td>
<td>2% of value of accepted tender value (EMD)</td>
</tr>
<tr>
<td>f.</td>
<td>Bid validity</td>
<td>90 days from the date of opening of price bid</td>
</tr>
<tr>
<td>g.</td>
<td>Defect liability period</td>
<td>1 year from the date of virtual completion</td>
</tr>
<tr>
<td>h.</td>
<td>Liquidity Damage</td>
<td>0.25% to 5% on accepted tender value or actual project cost, whichever is higher</td>
</tr>
<tr>
<td>i.</td>
<td>Performance guarantee of painting works</td>
<td>5 years</td>
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</tbody>
</table>

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 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, ................................, Guwahati
   
   ii) ........................................ Bank, ....................... Branch, ................................, Guwahati
   
   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:  OR  Name or person having Power of Attorney to sign the contract (certified copy of the Power of Attorney should be attached):
   
i)  ______________________________

   ii) ______________________________

   iii) ______________________________

   Name of the partner of the firm Authorized to sign:

   Yours faithfully,

   Signature of Tenderer with stamp
A. ELIGIBILITY CRITERIA OF THE CONTRACTORS

The contractor shall fulfill the following eligibility criteria for participating in the tender:

i) The average annual financial turnover of the contractor/ firm during the last three years (ending 31.03.2021) shall not be less than Rs. 5.90 lakh

ii) The bidders should have the experience of completion of similar works on during last 7 years ending last day of month previous to the one in which tenders are invited, should be either of the following:

   a. Three similar completed works whose individual work value is not less than Rs. 7.84 lakh
   b. Two similar completed works whose individual work value is not less than Rs. 9.80 lakh
   c. One similar completed work whose individual work value is not less than Rs. 15.68 lakh

iii) The contractor/firm should have valid registration for GST, etc. The contractor shall submit the copies of registration certificates for verification.

The contractor shall submit copies of IT returns/balance sheet / Profit & Loss a/c of the firm for the last three years (ending 31.03.2021).

[Please ensure that contractors provide details of works fulfilling the eligibility criteria in statement II & III]
B. **SPECIAL INSTRUCTIONS TO THE CONTRACTORS**

1. Intending contractors are required to submit their profile by giving details in the enclosed proforma about their organization, experience, professional personnel in their organization, competence, etc.

2. 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. (Copy of Power of Attorney/ Memorandum of Association shall be furnished along with application).

3. If the space in the proforma is insufficient for furnishing full details, such information shall be supplemented on separate sheets of paper stating therein the part of the proforma and serial number. Separate sheets shall be used for each part of application, if required.

4. Tenders containing false and/or incomplete information are liable for rejection.

5. While filling up the tenders with regard to the list of important assignments completed or on hand, the contractors shall only include major assignments having agreement/completion value of Rs. 7.84 lakh and above. The copies of the bill raised may be enclosed for assessment and verifications in this regard.

6. The contractor must have qualified and experienced professionals in the respective discipline.

7. The applicant must have successfully completed the work according to the eligibility criteria mentioned in paragraph - A.

8. The Earnest Money Deposit of Rs. 39,100/- (Rupees thirty nine thousand one hundred) only by electronic mode of fund transfer, i.e. RTGS/ NEFT shall be submitted along with the Technical Bid (Part -2).

9. In case of successful bidder, the EMD will be retained with NABARD, which will form part of the Security Deposit (SD) and will be refunded as indicated at clause 33 of Section-C of Tender Document. In case of unsuccessful bidders, the EMD will be refunded. The EMD/ SD will not bear any interest. If the bidder withdraws his tender before expiry of the validity period of the tender or if the Contractor fails to execute/complete the works satisfactorily, NABARD reserves the right to forfeit the EMD/ SD. Any tender not accompanied by the EMD will be rejected.

10. The rates for each item as per scope of work shall be quoted by the applicant in the Price bid to be submitted separately in a sealed envelope as Part -3.

11. Financial bids of only those contractors qualified in the Technical bid will be opened for selection of contractor.
12. The basic rate means the market price of the items (i.e. price after discount inclusive of GST at shop). The contractor has to submit the bill of authorized dealer from whom procurement of material is done by the contractor in respect of items for the basic rate has been mentioned in the Price Bid. The permissible variation in basic rate will be 5% in the mentioned value beyond that necessary deduction/extra payment will be made to contractor as applicable.
C. **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. The items not covered in the Schedule of Quantities of the Contract Document shall be paid at APWD rates /DSR rates / the rates as per Rate Analysis based on the market prices supported by documentary proof with 15% towards Contractor’s OHP (which include IT) plus Works Contract Tax plus GST as applicable. The Rate Analysis shall be submitted by the Contractor for scrutiny and approval of NABARD.

8. Income Tax, Works Contract Tax and other taxes etc. as applicable will be deducted from total payment due to the Contractor.

9. 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.

10. 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.

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

12. The entire work is required to be completed as specified in the tender.
13. 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.

14. 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.

15. 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.

16. The Contractor or his authorized representative should visit the site frequently as required by NABARD and meet NABARD's Engineer with prior appointment for any clarifications and to receive instructions, take measurements, etc. at the site.

17. The contractor should 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 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 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/ NABARD Office.

18. 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.

19. The Contractor shall indemnify the Employer against any losses as per format given at Annexure B.

20. 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.
21. 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.

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

23. 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.

24. 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.

25. The work should be carried out with least inconvenience to the occupants. The workmen employed by the Contractor should abide by the Rules and Regulations maintained by NABARD in the premises, especially in respect of working hours, entry of the workers to the premises, interpersonal relation with the occupants etc.

26. The Contractor should obtain approvals, if any, necessary for the work from the statutory bodies on behalf of NABARD. However, NABARD may assist the Contractor in respect of any liaison with the Municipal or any other authority for necessary approval/ permission with regard to the construction/ maintenance works. The fees and other statutory charges, if any, will be reimbursed to the Contractor based on the original receipts produced to NABARD.

27. The Contract can be terminated by NABARD on 15 days' notice if services are found to be unsatisfactory and if there is no improvement even after issue of three notices to the contractor. The EMD of the contractor will be forfeited.

28. On-site storage space will be provided to the Contractor subject to availability. However, the Contractor may erect temporary sheds for storage purposes at his cost with the permission of NABARD. NABARD will not be responsible for Contractor's materials. The Contractor may be required to vacate the storage space and sheds as per exigency without any extra cost to NABARD.

29. 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.
30. The Contractor shall not directly or indirectly transfer, assign or sublet the Contract or any part of it, without written permission of NABARD.

31. 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.

32. The Earnest Money Deposit/ Security Deposit (SD) consisting of EMD and RMD will not bear any interest. If the Tenderer withdraws his Tender before expiry of the validity period of the Tender, or if the Contractor fails to execute/ complete the works satisfactorily, or if the contractor commits breach of any of the terms and conditions of the contract, NABARD has the right to forfeit the EMD/ SD. This forfeiture is independent of the liquidated damages provided for the contract. Any Tender not accompanied by the EMD will be rejected. The EMD of all the unsuccessful tenderers will be refunded.

33. **Security Deposit:**
   In addition to EMD, Security Deposit/ Retention Money Deposit (RMD) shall be deducted @ 5% of the value of work done from every bill and shall be refunded after expiry of defects 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. The EMD of successful contractor shall be adjusted within the security deposit in the final bill or refunded after completion of work. No interest will be paid on EMD, Security Deposit/ Retention Money. No mobilization advance will be given to contractor.

34. **Defects Liability Period:**
   One year from the date of Virtual Completion of works certified by NABARD.

35. **Validity of Tender Rates:**
   3 months from the date of opening of Price Bid.

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

37. **Payment:**
   The contractor shall be entitled to receive payments on submission of interim bills of amount more than Rs. 15.00 lakh only during execution of work. The contractor shall submit interim bills 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. The interim bills submitted by the contractor will be paid by NABARD after all the statutory deductions viz. RMD @ 5%, TDS, Work Contract Tax etc. as applicable.
38. **Painting works:**

Contractor has to submit *5 years performance warranty certificate* from the paint manufacturer and by self for all type of painting works.

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

Place: ______________________________________

Date: ______________________________________

Name and Seal: ______________________________
D. **SPECIAL CONDITIONS**

1. 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. Bids submitted by un-authorized agents and FAX/ Telex/ Telegraphic bids shall not be entertained/ considered.

5. 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.

6. Rates should include for removal of debris out of premises to the safe limit, removing stains, cleaning the site thoroughly and unless the same is done to the satisfaction of the NABARD's Engineer, the Bill will not be accepted.

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

8. 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.

9. The Tenderers should quote their rates strictly adhering to Terms and Conditions stipulated in the Tender Document. Unsolicited correspondence after opening of the Tender shall not be entertained. Conditional/ deviational tenders may be rejected without making any reference to the Tenderers.

10. No Tenderer will be allowed to withdraw his Tender during the validity period. Subletting of the Contract is not permitted.

11. Rates should be filled in the Tender neatly and as far as possible, no correction shall be made. The rates quoted should be written legibly in words and figures. If on check, differences are observed between the rates given by the Contractor in words and figures or in the amount worked out by him, the following procedure shall be followed.

   a. When there is a difference between the rates in figures and in words the rate which corresponds to the amounts worked out by the Contractor shall be taken as correct.
b. When the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or in words, then the rate quoted by the Contractor in words shall be taken as correct.

c. When the rates quoted by the Contractor in figures and in words tallies, but the amount is not worked out correctly, the rate quoted by the Contractor shall be taken as correct and not the amount.

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

13. **DAMAGE TO PERSONS AND PROPERTY INSURANCE ETC.**

The contractor shall be responsible for all injury to the work or workmen to 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 of his 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 the 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 of damage under any acts of compensation or damage consequent upon such claim. 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 insurance necessary and indemnify the Employer entirely from all responsibility in this respect. The insurance must be placed with a company approved by the Employer and must be effected jointly in the name of the Employer and contractor and the policy lodged with the Employer. The scope of insurance is to include damage or loss to the contract itself till this is made over in a complete state, so contractor will take the CAR (Contractors All Risk Policy) for insurance equal to the 1.25 times of the amount of issued work order for this work for his persons employed at site and for third party. Insurance is compulsory and must be affected from the very initial stage. 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. Policies should be taken in the joint names of NABARD and the Contractor for which first name should be NABARD. The Employer shall be at liberty and is hereby empowered to deduct the amount of any damages, compensations, costs, charges and expenses arising or accruing from or in respect of any such claim or damages from any sums due to or to become due to the contractor. The contractor at his cost and risk should shift/ displace the Bank’s furniture/ fixtures etc. as per the needs to facilitate the job during the time of work and should re-shift the goods at its initial place without any damage.
14. 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.

15. 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.

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

17. The Contractor should have necessary Contract License and comply with the Labour Laws as applicable.

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

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

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

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

22. Rates quoted by the contractor shall be as indicated in the tender and may be extended further with mutual consent of NABARD and the contractor.

23. The quantities given in the tender are approximate. However the payment shall be made on the basis of actual measurements taken on site and in conformity with C.P.W.D. Specification and B.I.S Codes. It is clarified that all quantities are subject to change and no claims whatsoever on this behalf shall be entertained.

24. As waterproofing and roof tiling are specialized work if contractor has previous experience in related field, should submit the document of the same. Contractor should give warranty of minimum 5 years for the work of waterproofing and roof tiling.

25. All disputed or differences of any kind whatsoever which shall at any time arise between the parties hereto touching or concerning the works or the execution or maintenance thereof this contract or effect thereof or to the rights or liabilities of the parties or arising out of or in relation thereto whether during or after determination foreclosure or breach of the contract (other than those in respect of which the decision
of any person is by the contract expressed to be final and binding) shall after written notice by either party to the contract to the other of them and to the Employer hereinafter mentioned be referred for adjudication to a sole Arbitrator to be appointed as hereinafter provided.

For the purpose of appointing the sole Arbitrator referred to above, the Employer will send within thirty days of receipt of the notice, to the contractor a panel of three names of persons who shall be presently unconnected with the organization for which the work is executed from the following categories of Arbitrators:

a. Retired High Court/ Supreme Court judge who has experience in handling Arbitration Cases.
b. Member of Council of Arbitrators
c. Fellow of the Institution of Engineers
d. Eminent Retired Chief Engineer from State/ Central PWD/ Public sector undertaking of good reputation and integrity
e. Fellow of the Indian Institute of Architects

The contractor shall on receipt of the names as aforesaid, select any one of the person’s name to be appointed as a sole Arbitrator and communicate his name to the Employer within thirty days of receipt of the names. The Employer shall thereupon without any delay appoint the said person as the Sole Arbitrator. If the contractor fails to communicate such selection as provided above within the period specified, the Competent Authority should make the selection and appoint the selected person as the Sole Arbitrator.

If the Employer fails to send to the contractor the panel of three names as aforesaid within the period specified, the contractor shall send to the Employer a panel of three names of persons who shall all be unconnected with either party. The Employer shall on receipt appoint him as the Sole Arbitrator. If the Employer fails to select the person and appoint him as the Sole Arbitrator within 30 days of receipt of the panel and inform the contractor accordingly, the contractor shall be entitled to appoint one of the persons from the panel as the Sole Arbitrator and communicate his name to the Employer.

If the Arbitrator so appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever another Sole Arbitrator shall be appointed as aforesaid.

The work under the Contract shall, however, continue during the arbitration proceedings and no payment due or payable to the contractor shall be withheld on account of such proceedings. The Arbitrator shall be deemed to have entered on the reference on the date he issued notice to both the parties fixing date of the first hearing. The Arbitrator may from time to time, with the consent of the parties, enlarge the time for making and publishing the award. The arbitrator shall give a separate award in respect of each dispute or difference referred to him. The Arbitrator shall decide each dispute in accordance with the terms of the contract and give a reasoned award. The
venue of arbitration shall be such place as may be fixed by the Arbitrator in his Sole discretion.

The award of the Arbitrator shall be final and binding on the both the parties. Subject to aforesaid the provisions to the Arbitration Act. 1992 or any statutory modification or re-enactment thereof and the rules made there under, and for the time being in force, shall apply to the arbitration proceeding under this clause. The Employer and the contractor hereby also agree that arbitration under clause shall be condition precedent to any right to action under the contract with regard to the matters hereby expressly agreed to be so referred to arbitration.

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: __________________________
E. TECHNICAL SPECIFICATIONS

1. The entire painting works shall be done in first class manner. The contractor shall use readymade paints of best quality and of approved manufacturer. The contractor will not be permitted to carry out any mixing at site except for addition of thinners for thinning the paint.

2. Rates shall be inclusive of doing plaster patch work (not exceeding 0.1 sqm for each patch) and also making up the broken arises edge of walls, columns, beam, sills, ceiling etc. so as to match the existing surface.

3. 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, the rates quoted shall include covering of furniture and for handling and re arranging the furniture and any damage to property caused by the contractor shall be made good by the contractor his cost. The has to wash and clean the floors after his work in the area that has been completed.

4. No further coat shall be applied, till previous coat has been completely dried (minimum 24 hours).

5. Additional coat shall be applied without any extra cost, if instructed by the Bank, over and above the number of coats prescribed till the surface presents smooth and uniform finish.

6. After day’s work is over, stains of paint over floor, fittings, furniture, glass panes etc shall be thoroughly removed.

7. The contractor should include the cost of erecting scaffoldings, ladder, jhulla etc. required for painting the building from inside and outside.

8. Care should be taken to paint electric wiring on batten for which no extra payment will be made.

Materials

Before bringing to the site, all materials shall be approved by the Engineer-in-Charge. All approved samples shall be deposited in the office of the Engineer-in-Charge before placing orders for the materials with suppliers. The materials brought on to the work shall conform in every respect of their approve samples. Fresh samples shall be deposited with the Consultant/Engineer-in-Charge whenever type or source of any material changes. The contractor shall check fresh consignment of materials as it is brought on to the works to ensure that they conform to the specification and/ or approved samples. The Engineer-in-Charge shall have the option to have any of the materials tested to find whether they are in accordance with specifications at the contractor’s expense. All bills vouchers and test certificates which in the opinion of the Engineer-in-Charge are necessary to convince him as to the quality of materials or their suitability shall be produced for his inspection when required. Any materials which have not been found to the specification and not approved by the Engineer-in-Charge shall be rejected forthwith and shall be removed from the site by the Contractor’s at his own cost within the time stipulated by the Consultant/Engineer-in-Charge. The Engineer-in-Charge shall have the powers to cause the contractors to purchase and use materials from any particular source, as many in their opinion be necessary for the proper execution of work.
Cement

Cement shall be provided and stored by the Contractor at his own cost. Cement shall be stored on a raised floor in dry weather proof & dust free but well ventilated shed. Cement bags shall be stacked close together away from external walls and in stacks of not more than ten bags to avoid lumping under pressure. Cement stored during monsoons or cement expected to be in store for more than eight weeks shall be completely enclosed in 700 micron polyethylene sheet so arranged that the flap close on the top stack. The contractor shall ensure that protective polyethylene sheet is not damaged at any time during use. Consignments of cement shall be used in order of delivery. A record shall be kept of the batch numbers of cement deliveries in such a form that the part of the works in which the cement is used can be readily identified. If during delivery or by test, the cement is found to be defective, the same shall be returned back forthwith. The contractor shall be responsible for the storage of cement at the site and no claim will be entertained in the event of any damage occurring to cement due to faulty storage by the contractor or on account of his negligence. Cement stored on site for a period longer than eight weeks shall be tested to the satisfaction of the Consultant / Engineer-in-Charge before it is used in the works. Cement that has failed the tests’ conducted shall not be used in the works and shall be remarked from the site immediate by without fail. On the following types of cement as specified shall be used

a) Ordinary Portland Cement 33 grade confirming to IS 269
b) Ordinary Portland Cement 43 grade confirming to IS 8112
c) Ordinary Portland Cement 53 grade confirming to IS 12269
d) Portland Pozzolana Cement conforming to IS 1489 (Part 1 and part 2)

For concrete to be used in all structural elements in load bearing and RCC framed construction, ordinary Portland cement of 43 grade or higher is to be used. In rest of the works all the aforementioned types of cement can be used.

Aggregate

Aggregate shall be stored on a suitable well drained raft of concrete, timber, metal or other approved material. The storage of aggregate on the ground will not be permitted. Each size of aggregate shall be stored separately in such a manner as to prevent spillage and mixing of one aggregate with an adjacent aggregate. The dividing walls of any bins shall be of sufficient height and the aggregate shall be so deposited that a distance of 100 mm shall be left between the top of the division wall and any part of the aggregate stack. When stacking piling, the aggregate shall not form pyramids resulting in segregation of different size particles. The stacks shall be regular and of a height not exceeding two meter

a) Aggregates from natural sources shall be in accordance with IS 383. The contractor shall submit to the Consultant / Engineer - in - Charge certificates of grading and compliance from the suppliers for all consignments of aggregates. In addition at site from time to time, the contractor shall test the aggregates in accordance with IS 2386
parts I, II, III and IV. The contractor shall allow for and provide all necessary apparatus for carrying out each test and for supplying test records to the Consultant.

b) For fair faced concrete, the contractor shall ensure that aggregates are free from iron pyrites, and impurities which may cause discoloration.

c) The fine aggregates shall be river sand, stone dust or other approved sand. It shall be free from clay, loan, and earth or vegetables matter and from salt or other harmful chemical impurities. It shall be clean, sharp, strong angular and composed of hard siliceous material.

**Fine Aggregate**

<table>
<thead>
<tr>
<th>I.S. Sieve</th>
<th>Percentage passing for Grading</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ZONE I</td>
</tr>
<tr>
<td>10 mm</td>
<td>100</td>
</tr>
<tr>
<td>4.75 mm</td>
<td>90-95</td>
</tr>
<tr>
<td>2.36 mm</td>
<td>60-95</td>
</tr>
<tr>
<td>1.18 mm</td>
<td>30-70</td>
</tr>
<tr>
<td>600 micron</td>
<td>15-34</td>
</tr>
<tr>
<td>300 micron</td>
<td>5-20</td>
</tr>
<tr>
<td>150 micron</td>
<td>0-10</td>
</tr>
</tbody>
</table>

The maximum quantity of silt as determined by the method prescribed in IS 2386 Part II shall not exceed 8%. Stone dust shall be within the limits of Grading Zone III given in table 1. When the grading falls outside the percentage limits given for the sieves other than 600 micron and 300 micron (IS) sieves by not more than 5 percent and on 150 micron sieves by not more than 20 percent it shall be regarded as falling within this zone. The 5 percent can be excess summation on one or more services.

**Water**

Water used in the works shall be potable water and free from deleterious materials. Water used for mixing and curing concrete as well as for cooling and/or washing aggregate shall be fresh and clean, free from injurious amounts of oil, salts, acids, alkali, other chemical and organic matter. Water shall be from the source approved by the consultant/Engineer-in-Charge and shall be in accordance with clause 4.3 of IS 456. Before starting any concreting work and whenever the source of water changes the water shall be tested for its chemical and other impurities at ascertain its suitability for use in concrete for approval of the Consultant. No waters shall be used until tested and found satisfactory. Cost of all such tests shall be borne by the Contractor.

**Water-Cement Ratio**

The water cement ratio shall be within 0.45 & 0.70 depending upon the workability.

**Primer**
Primer coat of approved brand should be applied before painting work or as directed by the competent authority.

**Painting**

The entire work shall have to be of good quality. The contractor shall use materials of readymade paints of best quality and of approved manufacturers as per specification. The Contractor will not be permitted to carry out any mixing at site except for addition of thinners for thinning the paint.

Rates shall be inclusive of doing plaster patch work (not exceeding 0.1 sq m for each patch) and also making up the broken arise, edge of walls, columns, beams, sills, ceiling, etc. so as to match the existing surface.

Special care shall be taken by providing suitable covers, tarpaulins etc. to prevent dust nuisance.

The contractor has to wash & clean the floors after his work in the area that has been completed.

No further coat shall be applied, till previous coat has completely dried up.

Additional coats shall have to be given without any extra cost, if instructed by the Bank, over and above the number of coats prescribed till the surface presents smooth and uniform finish.

The contractor should include the cost of erecting scaffoldings, ladder, jhulla, etc. required for painting the staircase / building both from inside and outside.

Care should be taken to paint switch boards, electric wiring on batten with paint similar to wall or ceiling as the case may be for which no extra payment will be made.

a. **Measurements for Painting:**
   All measurements shall be in metric units. Length and breadth are to be measured correct to a centimeter.

b. **Deductions in measurements to be regulated as follows:**
   For Acrylic emulsion paint interior/exterior, spirit polish, synthetic enamel paint.
   a. No deduction shall be made for opening less than 0.5 sq m and no addition made for jambs, sills reveals therein etc.
   b. Openings exceeding 0.5 sq m shall be deducted and jambs, soffits, sills etc. measured.

Co-efficient to be applied to get plain areas of Painting

a. Wooden doors, windows, partitions etc. (Measured flat including frame)
<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Specification Coefficient</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Paneled doors and windows etc.</td>
<td>1.3 (for each side)</td>
</tr>
<tr>
<td>2</td>
<td>Flush Doors</td>
<td>1.2 (for each side)</td>
</tr>
<tr>
<td>3</td>
<td>Fully glazed doors and windows etc.</td>
<td>0.8 (for each side)</td>
</tr>
<tr>
<td>4</td>
<td>Carved or enriched work</td>
<td>2.0 (for each side)</td>
</tr>
<tr>
<td>5</td>
<td>Partly paneled and partly glazed doors, windows and partitions</td>
<td>2.0 (for both sides)</td>
</tr>
<tr>
<td>6</td>
<td>Fully venetian or louvered (not with glazing)</td>
<td>1.8 (for each side)</td>
</tr>
<tr>
<td>7</td>
<td>Low railing with vertical balustrade and bracing and railing</td>
<td>0.5 (for each side)</td>
</tr>
</tbody>
</table>

b. Steel doors, windows etc. (Measured flat including frame)

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Specification Coefficient</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Plain sheet doors and windows</td>
<td>1.1 (for each side)</td>
</tr>
<tr>
<td>2</td>
<td>Flush glazed doors and windows</td>
<td>1.5 (for both side)</td>
</tr>
<tr>
<td>3</td>
<td>Collapsible gates, steel gates, railings etc.</td>
<td>1.1 (for painting all over)</td>
</tr>
<tr>
<td>4</td>
<td>Rolling shutters</td>
<td>1.0 (for each side)</td>
</tr>
<tr>
<td>5</td>
<td>Partly glazed and partly paneled/ louvered doors, windows</td>
<td>0.8 (for each side)</td>
</tr>
<tr>
<td>6</td>
<td>M. S. Grill/ W.I. Grill and expand metal/ weld mesh/ crimp net mesh</td>
<td>1.0 (for painting all over)</td>
</tr>
</tbody>
</table>

c. General Work

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Specification Coefficient</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Expanded metal, grills, gratings, etc.</td>
<td>1.0 (for painting all over)</td>
</tr>
</tbody>
</table>

d. Steel plus wooden doors, windows etc. (Measured flat including frame)

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Specification Coefficient</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Paneled doors &amp; windows with MS choukhat (single or double rebate)</td>
<td>1.3 (for each side)</td>
</tr>
<tr>
<td>2</td>
<td>Flush wooden doors and windows with MS choukhat (single or double rebate )</td>
<td>1.2 (for each side)</td>
</tr>
<tr>
<td>3</td>
<td>Glazed window with MS frame (single or double rebate) with grill, etc.</td>
<td>2.5 (for painting all over)</td>
</tr>
<tr>
<td>4</td>
<td>MS wire mesh door with grill</td>
<td>2.0 (for painting all over)</td>
</tr>
</tbody>
</table>
**Patch Repairing:**

The Patch repairs shall generally be carried out as under:

a. Patches should be marked properly on the surface and all loose plaster of the cracked portion shall be removed as directed by the Engineer.

b. The surface to be patch plastered shall be wetted thoroughly and if plain, shall be roughened up by hacking.

c. The plastering shall be done as directed. The finishing coat shall match with the adjoining surface. The rate quoted shall include all types of finishing and no extra payment shall be admissible.

d. The cement mortar used shall be 1:4 (one part cement to four parts of sand by volume) and the work shall be done as directed by the Engineer.

e. The patches thus repaired shall be cured adequately and shall be got approved from the Engineer before proceeding further.

f. Wide cracks in plaster, if any shall be grooved as directed and should be filled by polymer modified cementitious repair mortar such as Roff Plaster coat R 03 & 05 or equivalent make, as per manufacturer specifications. No payment will be made for this operation.

g. Minor cracks in plaster due to separation of brick work from the concrete or wood work or between two masonry panels or diagonal cracks shall be grooved as directed, filled and finished with "SNOW FILLA/ Dr. FIXIT" or mentioned in schedule of quantities specifications. The rates quoted for respective items shall be inclusive of this operation.

h. Measurement: The measurements of the patches exceeding 0.1 sq m in area shall only be recorded. The patching work having 0.1 sq m or less in area shall not be measured and paid for.

**Scaffolding**

Unless otherwise instructed by the Engineer, single/double bamboo scaffolding (or MS props, if required at site) having two sets of vertical supports shall be provided for repair/painting work. The supports shall be sound and strong, tied together by horizontal members over which scaffolding planks shall be fixed.

The work of scaffolding shall be deemed to be the part of the work of respective items under schedule and no extra payment in this regard under any circumstance shall be admissible. The scaffolding thus erected shall have to be got approved from the Engineer or his representative before commencing the work or actual painting. However, it should be noted that approval from the Engineer shall not relieve the Contractor of his responsibility and any damage to the property or any loss of life due to the negligence on this regard shall be at the Contractor's account.
**Painting**

The work of painting, colour washing shall be done according to IS: 2395 (1966) and 1477 (1959) and shall be to the entire satisfaction of the Engineer.

**Exterior painting**

Old paint should be completely removed by scraping manually and using machine hand cutter till the original plastered surface to be exposed. After that, all loose particles should be removed with wire brush. Finally surface should be washed thoroughly with potable water and clean the surface from all impurities. Then the surface should be allowed to dry.

The surface shall be brushed with a soft bristle brush to remove any dust particles 24 hours after the wash. All the cracks shall be properly defined with sharp edge tool, cleaned & filled the same & crevices with Latex caulking crack filler etc. complete generally or as per the manufacturer's specification and as directed.

*With Acrylic waterproof exterior emulsion*

Apply two or more coats of exterior emulsion as per manufacturer's specification and colour/shade as approved by the Bank after applying a coat of exterior primer.

**Painting for Lobby/ Staircase surfaces**

**Acrylic Interior Emulsion**

The paint shall be of approved manufacturer and shade.

**Preparation of surfaces**

Old paint and neeru should be removed as required by scraping manually and using machine hand cutter till the original plastered surface to be exposed. After that, all loose particles should be removed with wire brush. Finally surface should be washed thoroughly with potable water and clean the surface from all impurities. Then the surface should be allowed to dry. Patch plastering should be done wherever it is required.

**Application of Wall Care Putty**

The plastered surface after scrapping and patch plastering has to be brought to level by applying one coat of JK/Birla putty MF to required thickness (not more than 3mm thickness). If more thickness is required to make the surface level in any areas, then the same has to be done in more than one coat of JK/Birla Putty MF as per manufacturer specifications.

Then make the surface even & smooth with one or two coats of JK/Birla Putty SF to required thickness (not more than 1.5 mm thick). The unevenness on the surface may be removed by gently leveling the surface with very fine water proof emery paper, not less than 500 numbers,
to get a glossy white surface. The surface should be brought to proper line and level to such an extent that no undulations could be visible and all the edges and corners should be finished very sharp to look like a narrow hair line.

**Preparation of paint**

The paint shall be prepared strictly according to the manufacturer's instructions and specifications.

**Application of paint**

Apply two coats or more of interior emulsion as per manufacturer's specification and colour/shade as approved by the Bank. Paint shall be applied uniformly by suing soft bristle brush and shall be finished with roller.

**Enamel painting**

**Wood and Plastered Surface**

While preparing surface in old wood work, accumulated dirt, grime, mould due to dampness etc. shall be removed and the surface examined for defects. All projections such as glue or whiting spots shall be carefully removed with stopping knife and cleaned after which all knots shall be filled with knotting solution. Resinous or loose knots shall be removed and gaps filled with seasoned timber piece and made level with the rest of the surface.

Surface of previously painted wood work, if it is smooth and in good condition, shall be cleaned with white spirit or other detergent. Rub surfaces with abrasive paper, wash clean, remove with fresh water and allow the surface to dry. Defective and loose putty shall be replaced.

Where old painted surface has become badly blistered and cracked, the paint shall be completely removed either with blow lamp or with an approved quality paint remover.

In case of walls dados required to be painted with enamel paint, if the old paint is white or colour wash, distemper or oil bound distemper, the old coating shall be thoroughly scraped off till the original plaster surface is exposed. If old paint is oil paint and in good condition, surface shall be sand papered and cleaned.

Painting shall be carried out as much as possible in dry and warm weather. Two coats of paint shall be applied to the surface as per schedule of work.

**Application of paint**

The enamel paint shall be of first quality unless otherwise specified. The painting work shall be carried out as per manufacturer's specification and in coats specified under respective items.
**Enamel painting to steel work**

The work shall generally be carried out as per I.S. 1477 (1959), wherever applicable and as directed by the Engineer.

The surface shall be thoroughly cleaned of all scale, rust, dirt, old paint, grease and other imperfections by scrapping and brushing with steel wire brushes and if necessary, the surface shall be cleaned by chipping or any other best known methods, such as sand blasting and burning. The surface shall be made thoroughly dry.

Apply a coat of anti-corrosive metal primer of approved make, if required.

Apply a coat of putty to make the surface even and uniform.

Apply first coat of ready mixed enamel paint of approved make, quality and shade. The first coat shall be a tone lighter when compared to the final approved shade.

Apply finishing coat of approved shade as directed.

**Painting CI GI Asbestos etc., pipes and fittings**

**Paints:** Paints, unless otherwise specified, shall be first quality enamel paint of approved make and shade. The primer coat shall be red oxide or any approved suitable metallic primer ready mixed and of approved manufacture, if required.

**Preparation of surfaces:** All rust and scales shall be removed by scraping or by brushing with steel wire brushes. All dust and dirt shall be carefully and thoroughly wiped away. The surface if wet, shall be sun dried.

**Application:** After preparing the surface, one coat of primer shall be applied. Care shall be taken to ensure that the surface is fully and completely covered, special attention being paid to the joints. When the primer coat has dried up and before any moisture, dirt, dust etc. settles on the surfaces, paint of the desired shade shall be applied to pipes. Application shall be done with brushes and the paint shall be spread evenly. The surface shall be given two or more coats and shall finally present a uniform appearance.

**Scaffolding for painting:** Unless otherwise instructed by the Engineer, single or double scaffolding having sets of vertical supports of bamboo (or props, if required) shall be provided for repair work and painting. The supports shall be sound and strong, tied together by horizontal members over which scaffolding planks shall be fixed. Suitable double nylon net with a mesh size of 25mm shall be provided at 4 M. height from the ground level around the buildings up to a distance of minimum 3 M. from the edge of the building in all sides to catch any falling objects causing accidents and offer protection to vehicles parked and people around. The work of scaffolding shall be deemed to be the part of the work of respective items under schedule and no extra payment in this regard under any circumstance shall be
admissible. The scaffolding thus erected shall have to be got approved from the Engineer or his representative before commencing the work or actual painting.

However, it should be noted that approval from the engineer shall not relieve the contractor of his responsibility and any damages to the property or any loss of life due to the negligence on this regard shall be at the Contractor’s account.

**Water proofing**

The surface must be healthy, consistent and free from dust and unstable parts. Remove any cement residue, release agents, dust, grease, detached or friable parts by power washing or sanding. On surfaces that are weak, dusty and powdery, consolidate the substrate previously. The surfaces must be dry completely and free from rising damp. It is to be verified the substrate moisture beforehand in order to avoid the formation of bubbles. The waterproofing membrane should be applied to completely dry surface.

Liquid should be mixed well by stirring before use. At the edges, angles and expansion joints to be waterproofed, both on the floor or on the wall, apply the non-woven tape. Wait until completely dry, then proceed with the application of the membrane. First coat of the product should be applied using a brush, paint brush, short pile roller, stainless steel spatula or airless spray making sure to cover the entire surface evenly. Have to Wait 24 hours for proper drying of first coat, after that second coat may be applied. It is to be checked the product build up is regular in order to facilitate the correct application of the product. With favourable weather conditions and temperatures during application, have to wait at least 24 hours before walking on the new product.

Should not be applied at temperatures below + 5°C or above + 35°C, in the presence of strong wind, rain and under direct sunlight. Should not be applied to frozen, dusty, uneven and inconsistent surfaces. The applied product should be protected from frost, rain and rapid drying for the first 24 hours after application. For applications on bitumen polymer membranes, it is to be verified that the product has undergone an oxidation process of at least 90 days.

Contractor has to prepare the surface accordingly before waterproofing. As the waterproofing can’t be done under direct sunlight so proper arrangement should be done by the contractor.

**Special Instruction**

If any specification/ guideline for application is not given above then CPWD specification for civil work (2009 -vol. I&II) or as per the direction of engineer in charge should be followed.

**Samples for Approval**

Contractor, before supply of material, should show the samples of all the materials to the bank and get it approved.
However, it should be noted that approval from the Engineer 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.

**Safety Code**

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

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

No portable single ladder shall be over 8 metres 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.

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.

Workers employed on mixing and handling material such as asphalt, cement, mortar shall be provided with protective footwear and rubber hand gloves.

Hoisting machine and tackle used in the works, including their attachments, anchorage and supports shall be in perfect condition.

The Employer reserves the right to instruct the Contractors to take additional safety precautions if found necessary.

All workers shall be provided with helmet, Safety Shoes and Safety belts.

I/ We accept to abide by the above scope of work & technical specifications.

Date: __________________ Signature of tenderer

Place: __________________ Name, Address & Seal

____________________

____________________

____________________
F. 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.

5. 5 years performance warranty certificates to be submitted by the paint manufacturer and contractor for all type of painting works.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Material</th>
<th>Brand</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Wall putty</td>
<td>Birla white/ J.K. white</td>
</tr>
<tr>
<td>2</td>
<td>Interior Acrylic emulsion</td>
<td>Asian Paints, Nerolac, Berger (with 5 years performance warranty)</td>
</tr>
<tr>
<td>3</td>
<td>Acrylic Distemper</td>
<td>Asian Paints, Nerolac, Berger (with 5 years performance warranty)</td>
</tr>
<tr>
<td>4</td>
<td>Exterior Acrylic emulsion</td>
<td>Asian paints - Apex shyne dust proof or equivalent (with 5 years performance warranty)</td>
</tr>
<tr>
<td>5</td>
<td>Wood Paint</td>
<td>Asian Paints, Nerolac, Berger/dulux</td>
</tr>
<tr>
<td>6</td>
<td>Steel Paint</td>
<td>Asian Paints, Nerolac, Berger/dulux</td>
</tr>
<tr>
<td>7</td>
<td>Cement</td>
<td>UltraTech/ Ambuja/ Sree/Lafarge</td>
</tr>
<tr>
<td>8</td>
<td>Elastic Crack filling compound</td>
<td>Dr. Fixit, Sika, Asian Paints</td>
</tr>
<tr>
<td>9</td>
<td>Epoxy Based Anti-Rust coating</td>
<td>Asian Paints, Nerolac, Dr. Fixit, Sika</td>
</tr>
<tr>
<td>10</td>
<td>Polymer for PM mortar</td>
<td>Asian Paints, Nerolac, Dr. Fixit, Sika</td>
</tr>
<tr>
<td>11</td>
<td>Silicone Sealant</td>
<td>M/s. Dow Corning, M/s. Sunanda specialty coating/ Dr. Fixit</td>
</tr>
</tbody>
</table>
### G. INFORMATION TO BE FURNISHED BY THE CONTRACTOR

<table>
<thead>
<tr>
<th></th>
<th>Information Provided</th>
<th>Attachments Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name, registered address and phone numbers</td>
<td>Attach documentary proof</td>
</tr>
<tr>
<td>2</td>
<td>Addresses and phone numbers of Branches in India</td>
<td>use separate sheets as attachment</td>
</tr>
<tr>
<td>3</td>
<td>Whether Registered as a contractor to any Govt./ Private Body? Mention the registration Number and year of registration</td>
<td>Attach documentary proof.</td>
</tr>
<tr>
<td>4</td>
<td>Experience as contractor (give number of years)</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Organizational set up of the firm including names, qualifications and experience of partners/ associates and staff</td>
<td>Details to be furnished in the prescribed proforma (Statement I)</td>
</tr>
<tr>
<td>6</td>
<td>Important major contracts completed in similar types of work (value of the contracts having individual value of Rs. 7.84 lakh and above only). The full postal address of the clients including their contact telephone numbers.</td>
<td>Details to be furnished in the prescribed proforma (Statement II) (Copy of completion / Performance certificate With to be submitted)</td>
</tr>
<tr>
<td>7</td>
<td>Important major contracts in similar types of work (value of the contracts having individual value of Rs. 7.84 lakh and above only) on which the firm is engaged at present. The full address of the clients and their contact telephone numbers shall be indicated against each assignment.</td>
<td>Details to be furnished in the prescribed proforma (Statement III) (Copy of Work Order &amp; BOQ to be submitted)</td>
</tr>
<tr>
<td>8</td>
<td>Experience in waterproofing and roof tiling</td>
<td>Detailed description to be submitted in a separate sheet</td>
</tr>
<tr>
<td>9</td>
<td>Turnover of the firm during last 3 years (ending 31.03.21). Copy of IT return for the last 3 years may be furnished.</td>
<td>Copy to be submitted</td>
</tr>
<tr>
<td>10</td>
<td>PAN No.</td>
<td>Attach documentary proof.</td>
</tr>
<tr>
<td>11</td>
<td>GST No.</td>
<td>Attach documentary proof.</td>
</tr>
<tr>
<td>12</td>
<td>Pre Contract Integrity Pact (Part-I)</td>
<td>duly filled and signed on Rs. 200/- Non- Judicial Stamp Paper</td>
</tr>
</tbody>
</table>

Signature of the applicant with full address and office seal

**Note:** Statement I, II & III are enclosed.
**STATEMENT – I**

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

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name</th>
<th>Age</th>
<th>Qualification</th>
<th>Experience</th>
<th>Nature of works handled</th>
<th>Nature of the assignments handled</th>
<th>Date from which employed in the present organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
</tr>
</tbody>
</table>

* Use separate/ additional sheets as per the requirement

Signature of the applicant with full address and office seal

____________________________________________________

____________________________________________________

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

**List of important contracts executed by the contractor in the last 7 years**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of the Work including name of the building and location.</th>
<th>Nature of work involved in the contract</th>
<th>Name of the owner and indicate whether it is a State Govt./Govt. of India undertaking or Pvt. body with address and telephone numbers. ***</th>
<th>Completion Period</th>
<th>Value of the work ** (Rs in lakh)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
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<td>7</td>
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</tr>
</tbody>
</table>

* Use separate/ additional sheets as per the requirement

** Mention the assignments where value of works costing Rs. 7.84 lakh and above only

*** Attach clients’ certificates

Signature of the applicant with full address and office seal
### STATEMENT - III

List of important contracts ON HAND being executed by the contractor*

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of the Work including name of the building and location</th>
<th>Nature of work involved in the contract</th>
<th>Name of owner and indicate whether it is a State Govt./Semi-Govt./Govt. of India Undertaking or Pvt. Body with address and telephone numbers***</th>
<th>Stipulated date of completion</th>
<th>Expected date of completion</th>
<th>Present stage of work with reasons if the work is getting delayed</th>
<th>Value of the work ***(Rs. in lakh)</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

* Use separate/additional sheets as per the requirement

** Mention the assignments where value of works costing Rs. 7.84 lakh and above only

*** Attach clients’ certificates

Signature of the applicant with full address and office seal
ARTICLES OF AGREEMENT

ANNEXURE-A

(On a Rs 200/- Non-Judicial Stamp Paper)

ARTICLES OF AGREEMENT made on this ....... day of ......... (month) ......... (year)

BETWEEN

The National Bank for Agriculture and Rural Development (NABARD) (hereinafter called “Employer”) and having its Head Office at C-24, G-Block, BandraKurla Complex, Bandra (E), Mumbai– 400051 and Regional Office at NABARD, Assam Regional Office, G. S. Road, Dispur, Guwahati- 781006 of the one part

AND

M/s ……………………………….. (hereinafter called “Tenderer” or “Contractor”) and having its registered office at ……………………………………………………, Guwahati- ………………… of the other part.

WHEREAS the Employer is desirous of getting executed the work of “External and Internal (Lobby Area) Painting, Boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati- 781006” and has caused the technical and price bids showing and describing the work to be done under the direction of the Employer.

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

AND WHEREAS the Tenderer has agreed to execute upon and subject to the conditions set forth in the Technical & 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”).

NOW IT IS HEREBY AGREED AS FOLLOWS:

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. 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. The said Conditions and Appendix thereto and the documents attached hereeto 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.

4. This contract is an item rate contract for carrying out the work of “External and Internal (Lobby Area) Painting, Boundary wall painting and Repairing Works at NABARD, Assam regional Office, Guwahati” and to be paid for according to actual measured quantities at the rates contained in the Schedule 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 of work or having portions of the same carried out by engaging any other contractor/ agency at its sole discretion without prejudice to this contract. The contractor shall not have any right to claim loss of profit/ loss of opportunity to work from the Employer.

7. 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.

8. Time shall be considered as the essence of this contract, and the Tenderer hereby agrees to complete the entire work within 30 days as prescribed in the tender, which shall be reckoned from the 10th day of the date of issue of work order subject nevertheless to the provision for extension of time as permissible by the Employer.

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

10. That all the parts 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 Tenderer has caused its common seal to be affixed hereunto and the said two duplicates/ has caused these presents and the said two duplicates here of 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
(Name & Designation)

In the presence of:

Witness 1  
Signature:  
Name:  
Address:  

Witness 2  
Signature:  
Name:  
Address:  

SIGNED AND DELIVERED by the Bidder

__________________________________  ____________________________________

(Name & Designation)

In the presence of:

Witness 1  
Signature:  
Name:  
Address:  

Witness 2  
Signature:  
Name:  
Address:  
INDEMNITY BOND

Know all men by these presents that I, ................................................................. of M/s .............................. do hereby execute Indemnity Bond in favour of

National Bank for Agriculture and Rural Development (NABARD), having their Head Office at C-24, G-Block, BandraKurla Complex, Bandra (E), Mumbai– 400051 and Regional Office at NABARD, Assam Regional Office, G. S. Road, Dispur, Guwahati- 781006

And

M/s .................................................. having their registered office at .............................................................., Guwahati on this ...... day of ................. 2021.

Whereas NABARD has appointed M/s ................................................................. as the Contractor for their proposed work relating to “External and Internal (Lobby Area) Painting, Boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati-781006”.

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

1. any third party claims, civil or criminal complaints, liabilities, site mishaps and other accidents or disputes and/or damages occurring or arising out of any mishaps at the site due to faulty work, 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,

2. 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.

3. any claim by an employee of mine/ ours or of sub-contractor/s, if any, under the Workmen Compensation Act, 1923 and Employers Liability Act, 1938 or any other law, rules and regulations in force for the time being and any Acts replacing and/ or amend the same or any of the same as may be in force at the time and under any law in respect of injuries to persons or property arising out of and in the course of the execution of the contract work and/ or arising out of and in the course of employment of any workmen/ employee.

4. any act or omission of mine/ ours of sub-contractor/s if any, our/ their servants or agents which may involve any loss, damage, liability, civil or criminal action.
IN WITNESS WHEREOF M/s .................................................. has set their hands on this 
.......... day of .................................... 2021.

SIGNED AND DELIVERED BY THE AFORESAID M/s .................................................. 
through their authorized representative (Mr/ Ms ..................................................).

Signature

IN THE PRESENCE OF WITNESSES:

1. Name & Signature:

2. Name & Signature:
VIRTUAL COMPLETION CERTIFICATE

ANNEXURE-C

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:
Part – 3

Price Bid

National Bank for Agricultural and Rural Development
Assam Regional Office
G. S. Road, Dispur, Guwahati- 781006
Tel.: 0361 2313228 * Fax: 0361 2235657
Email: guwahati@nabard.org * Website: www.nabard.org

Tender for External and Internal (Lobby Area) Painting, Boundary wall painting and Repairing Works at NABARD, Assam RO, Dispur, Guwahati- 781006

Name of the Tenderer: ____________________________________________________________

Address: ______________________________________________________________________

______________________________________________________________________________

Date and time for Pre bid meeting- **14:30 hours on 06 December 2021**
Last date and time for submission of tender: **15:00 hours on 17 December 2021**
## BILL OF QUANTITIES FOR EXTERNAL AND INTERNAL (LOBBY AREA) PAINTING, BOUNDARY WALL PAINTING AND REPAIRING WORKS AT NABARD, ASSAM RO, DISPUR, GUWAHATI- 781006

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description of work</th>
<th>UNIT</th>
<th>Quantity</th>
<th>Rate in Rupees (Rs.)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong></td>
<td><strong>Surface preparation:</strong></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Removing dry or oil bound distemper, water proofing cement paint and other paint by scrapping, sand papering and preparing the surface smooth including necessary repairs (i.e. not exceeding by 0.10 Sqm area with cement mortar 1:4 with integral waterproofing compound) to scratches, filling the cracks &amp; crevices with GP Seal of Dr. Fixit etc. complete at all levels and heights. (Quoted rates should include the cost of scaffolding, safety net, cost of all material, labour charges etc. complete as directed)</td>
<td>Sqm</td>
<td>6,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>2</strong></td>
<td><strong>Patch plastering:</strong></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Cutting &amp; removing old worn out plaster, cleaning the surface and applying plastering in cement mortar 1:4 (1 cement : 4 sand) about 20 mm thickness as approved at all levels in patches including dismantling of old damaged plaster, preparing the surface for new plaster, curing of new plastered surface etc. complete as directed. The plaster has to be done in patches or stretches and to match with the adjoining surfaces [area of cement plaster more than 0.10 Sqm at one stretch for repairs only will be considered for payment, prior approval for plastering such areas should be taken from bank's Engineer] at all levels and disposing off the debris, cleaning the area thoroughly etc. complete as directed, at all levels and heights.</td>
<td>Sqm</td>
<td>100</td>
<td></td>
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</tbody>
</table>

Note: Rate includes all scaffolding works as required and applying primer coat for all painting/plastering /repairing works etc.
<p>| | | | |</p>
<table>
<thead>
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<tbody>
<tr>
<td></td>
<td>(Quoted rates should include the cost of scaffolding, safety net, cost of all material, labour charges etc. complete as directed) (Quoted rates should include the cost of scaffolding, safety net, cost of all material, labour charges etc. complete as directed)</td>
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<tr>
<td>AMOUNT IN WORDS:</td>
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<tr>
<td>3 <strong>Wall Putty:</strong></td>
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<tr>
<td>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 etc. at all levels and heights. (Quoted rates should include the cost of scaffolding, safety net, cost of all material, labour charges etc. complete as directed)</td>
<td>Sqm</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>AMOUNT IN WORDS:</td>
<td></td>
<td></td>
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<tr>
<td>4 <strong>EXTERIOR PAINTING:</strong></td>
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<tr>
<td>Providing &amp; applying two or more coats of 100% Premium Acrylic Smooth exterior paint (elastomeric waterproof paint) of approved make (Best Quality) and of approved shades as required, mixed thoroughly and applied at an interval of 24 hours of each successive coats (Required total Dry Film thickness i.e. DFT is 110 micron or more) etc. complete as directed at all levels and heights. (Quoted rates should include the cost of scaffolding, safety net, cost of all material, labour charges etc. complete as directed) Performance certificates from paint manufacturer to be submitted</td>
<td>Sqm</td>
<td>6,500</td>
<td></td>
</tr>
<tr>
<td>AMOUNT IN WORDS:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 <strong>ACRYLIC PAINT-INTERIOR EMULSION:</strong></td>
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</tr>
<tr>
<td>Providing and applying one coat of primer and two or more coats of best quality premium emulsion 100% acrylic interior grade washable paint of approved manufacturer in</td>
<td>Sqm</td>
<td>4,700</td>
<td></td>
</tr>
</tbody>
</table>
approved shade as per manufacturer specifications on interior surface of walls, ceilings, sloping area etc. and finishing smoothly, completed as directed at all locations of the office. the door, window joints and the cracks observed in the walls has to be cut in V shape and filled with suitable crack seal such as Dr. Fixit crack-X powder or equivalent as per manufacturer specifications. The paint putty as per manufacturer specifications shall be supplied and applied on the rough surfaces wherever required. The rate quoted should include for removing old paint by scrapping/brushing, cleaning and preparing surface, cost all materials, labour, disposing off the debris, cleaning the floor thoroughly to remove even small patches or marks of old/ new paint using suitable cleaning materials etc. completed as directed, at all levels and heights. (Quoted rates should include the cost of scaffolding, safety net, cost of all material, labour charges etc. complete as directed)

Performance certificates from paint manufacturer to be submitted

**AMOUNT IN WORDS:**

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<tbody>
<tr>
<td><strong>SYNTHETIC ENAMEL (SE) PAINT FOR METAL/WOODEN DOORS, WINDOW &amp; ITS GRILL SURFACES (INTERNALLY &amp; EXTERNALLY):</strong></td>
<td></td>
</tr>
</tbody>
</table>

Removing the old paint by scrapping, cleaning with rust remover to prepare the old painted surface suitable for new SE paint and providing & applying two coats of first quality synthetic enamel paint of approved make and shade to steel work with one coat of red oxide /pink primer on wooden surface (wherever required) including filling depression with acrylic putty and preparing the surface to remove the blistered paint as per specifications and finishing smoothly including corresponding cost of scaffolding, all materials, labour charges etc. completed as

<table>
<thead>
<tr>
<th>Sqm</th>
<th>750</th>
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</table>
directed etc. at all levels and heights. (The co-eff. for converting equivalent surface will be taken as per CPWD specifications. the painting has be carried out at all locations) Performance certificates from paint manufacturer to be submitted.

<table>
<thead>
<tr>
<th>AMOUNT IN WORDS:</th>
</tr>
</thead>
</table>

7 **PAINTING OF MISC ITEMS IN THE OFFICE BUILDING**

preparing the surface as per the specifications and providing and applying two coats of synthetic enamel paint (with a coat of red oxide metal primer) as required on the following items: **MS Grill cover over the open drainage, external switch boards, external meter boards, tube light frames, light shades, exposed CI/AC soil and rain water pipes, fire hydrants and its pipelines, GI water pipes, manhole covers, MS cover, MS ladder to overhead tanks, fencing on boundary wall, fencing around the transformers, sign boards, street light poles and pedestals with its fixtures flag masts, fencing near the transformer & CTVT, electric pole of CTVT, electrical conduit pipes, grills on boundary wall, entrance gate on boundary wall, ACP boards on columns etc.** including removing old paints by scrapping, cleaning, corresponding cost of scaffolding, cost of all materials, labour charges etc. complete as directed. (Quoted rates should include the cost of scaffolding, safety net, cost of all material, labour charges etc. complete as directed)

Performance certificates from paint manufacturer to be submitted.

<table>
<thead>
<tr>
<th>AMOUNT IN WORDS:</th>
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</table>

TOTAL AMOUNT
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>GST</td>
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<tr>
<td>GRAND TOTAL</td>
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<tr>
<td>GRAND TOTAL IN WORD</td>
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</tbody>
</table>

Place:

Date:

Name, Seal & Address of the contractor:
5. **CHECKLIST FOR DOCUMENT SUBMISSION**:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Certificates / Documents</th>
<th>YES / NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name, registered address and phone numbers</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Addresses and phone numbers of Branches in India</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Whether Registered as a contractor to any Govt./ Private Body? Mention the registration Number and year of registration</td>
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<tr>
<td>4</td>
<td>Experience as contractor</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Organizational set up of the firm including names, qualifications and experience of partners/ associates and staff</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Important major contracts completed in similar types of work (value of the contracts having individual value of Rs. 7.84 lakh and above only). The full postal address of the clients including their contact telephone numbers.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Important major contracts in similar types of work (value of the contracts having individual value of Rs. 7.84 lakh and above only) on which the firm is engaged at present. The full address of the clients and their contact telephone numbers shall be indicated against each assignment.</td>
<td></td>
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<tr>
<td>8</td>
<td>Experience in waterproofing and roof tiling</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Turnover of the firm during last 3 years (ending 31.03.21). Copy of IT return for the last 3 years may be furnished.</td>
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<tr>
<td>10</td>
<td>PAN No.</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>GST No.</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Pre Contract Integrity Pact (Part-I)</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>All pages/documents are stamped and signed with date by the authorized signatory of the bidder.</td>
<td></td>
</tr>
</tbody>
</table>

**Place:**

**Date:**

**Name, Seal & Address of the contractor:**