



এস.বি.আই.ইনফ্রা ম্যানেজমেন্ট সলিউশনস প্রাইভেট লিমিটেড  
(ভারতীয় স্টেট ব্যাঙ্কের একটি সম্পূর্ণ নিঃস্বত্ব সহায়ক)  
एस. बी. आई. इन्फ्रा मैनेजमेंट सोल्यूशंस प्राइवेट लिमिटेड  
(भारतीय स्टेट बैंक की एक पूर्ण स्वामित्ववाली सहायक)  
**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.**  
(A Wholly Owned Subsidiary of State Bank of India)

**A. GENERAL TERMS AND CONDITIONS**

**INTERIOR FURNISHING & ALLIED CIVIL WORK AT ALTERNATE PREMISES OF SBI**  
**CHUNGTHANG BRANCH UNDER R.B.O – IV, SILLIGURI Z O**

Dear Sir,

We invite you to quote your item wise rates for the above mentioned work in the schedule enclosed by considering the following general terms and conditions which are as under:

1. No Tender will be accepted after scheduled time and date. Unsealed Tender will not also be accepted.
2. The contractor should quote rates inclusive of all taxes/duties/levies (Commercial Tax, Education Cess, TDS etc. as applicable to vendor & are subject to deduction at source by the bank from bills/dues) including wastage, transportation of material to the aforesaid work site, etc. **The GST shall be paid extra as per Govt. rule to the contractor.**
3. The tender should remain valid for acceptance by the Bank for a minimum period of **90 days** from the date its opening, which may be extended by mutual agreement and tenderer, shall not cancel or withdraw the tender during this period.
4. **Time is the essence of this contract.** The contractor whose tender is accepted shall take up the work on hand immediately and complete the same **within 51 days for the branch** from the date of receipt of written work order or the date of handing over of the site, whichever is later. No Extension of time is permissible. However if the contractor does not complete the work within the prescribed time limit, the bank may consider the extension of time limit for completion of the work without prejudice of Bank's right to recover the liquidated damages as per the terms mentioned in the NIT & detail as under.
5. The delay in completion of work beyond stipulated period and without any valid reasons shall be subject to **liquidated damages @ 0.50% per week** subject to maximum amount equivalent to 5% of the contract amount.
6. The tenders received without Earnest Money Deposit in the required form are will be consider as **Non Bonafied Tender** & liable for rejection. No interest shall be paid on the said deposit.
7. The EMD of the unsuccessful tenderer will be refunded within 90 days from the date of opening of the tender or finalization of the tender, whichever is earlier.
8. The contractors are requested to acquaint themselves with the site conditions, terms & conditions, schedule of items and technical specifications of the tender before quoting the rates.
9. **Total Security Deposit:** 5% of the value of the contract amount including EMD. Defect liability period of the contract is **12 months**. Total Security Deposit will be refunded after completion of defective liability period subject to the condition that the defects due to poor workmanship, materials etc related to the work appeared during this period shall be rectified by the contractor not later than by 28 days form the date of expiry of the defective liability period.



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(ভারতীয় স্টেট ব্যাঙ্কের একটি সম্পূর্ণ নিঃস্বত্ব সহায়ক)

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(ভারতীয় স্টেট ব্যাঙ্ক की এক পূর্ণ স্বামিত্ববালী সহায়ক)

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10. The Bank under any circumstances will not entertain the request for payment against material at site. However, payment of running bills could be considered depending on the progress of actual work done subject to verification of measurements etc by the Bank's Engineer.
11. In case, contractor fails to undertake the work at site within 7 days from the date of issue of work order, the Bank reserve the rights to entrust the work to any other contractor at its discretion and earnest money deposit of defaulter contractor will be forfeited.
12. The contractor should quote reasonable and workable rates for individual items. Wherever necessary, contractor, on demand, has to submit rate analysis of desired items within stipulated period.
13. The contractor shall not assign the contract. He shall not sublet any portion of the contract except with the prior written consent of the Bank.
14. The contractor shall carryout entire work strictly in accordance with the detailed specifications and instructions of Bank's Engineer. If in the opinion of the Bank, changes have to be made in the layout, the contractor shall carryout the same without any extra cost to the Bank.
15. The tenderer must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of making a tender and for entering into a contract of work and acquaint himself with all local conditions, means of access to the work, nature of work and all matters appertaining thereto. The contractor has to arrange by his own of every thing like electricity, water, material storage space and labor license as required for completion of the work.
16. This is an item rate tender. The quantities given in the schedule of items are approximate & payment shall be made only for the quantities executed as per the actual measurement. The contractor is not entitled for any sort of compensation towards the materials procured & stored in excess of the measured quantity, if any.
17. The quantities mentioned in the schedule of items are approximate and no further claims will be entertained for any change in the quantities. Some civil items like plumbing, sanitary and tiling work in toilets, canteen and other areas are provisional. If landlord does not execute these works or workmanship of executed work is not satisfactory, under such circumstances, these works will be executed by the contractor. Contractor shall quote rate accordingly.
18. The bank reserves the right to increase & decreased the tendered quantity of any or every item at any stage of the work. Contractor shall execute the increased quantities at the accepted tendered rate. The contractor's claim for compensations or damages in this respect shall not be entertained.
19. The quantities mentioned in the schedule of items are approximate and no further claims will be entertained for any change in the quantities. Some civil items like plumbing, sanitary and tiling work in toilets, canteen and other areas are provisional. If landlord does not execute these works or workmanship of executed work is not satisfactory, under such circumstances, these works will be executed by the contractor. Contractor shall quote rate accordingly.



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20. The rates quoted by the contractor shall be firm & fix and no variation will be allowed in individual rates on any account. The rate quoted should be inclusive of all taxes, duties, levies imposed by the Central or State Govt. or local administration and as applicable or become applicable during the completion period.
21. The successful tenderer is bound to carry out any items of work necessary for the completion of the job even though such items are not included in the quantities and rates. The rates for such items shall be decided by the bank within its sole discretion on the basis of rate analysis prepared by the contractor by taking into account prevailing market rates of material and labor involved and 10% to 15% contractor's profit.
22. The contractor shall study the schedule of items, technical specifications, drawings, design, etc. for its sufficiency considering all the regulations of local authorities & supply company and code of standard as applicable at the time of submitting the tender and shall bring to the notice addition or deletion, if any, in writing along with the tender.
23. Intending tenderer shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the work, facilities of transport condition, availability of labour and materials, access & storage for materials and removal of rubbish
24. The contractor shall strictly comply with the provisions of safety code. And also the Contractor shall strictly comply with the provisions of contract labour acts or any other act pertaining to the contract labor that may be in force or that may be introduced during the currency of contract. Compliance of such acts now or subsequently will be at the contractor's cost.
25. **If This work is in a functioning office building** & has to be done without any hindrance to the functioning of the office within the complex. The working time shall be suitably planned to avoid inconveniences to the staff & office and should be prepared to do it during in night hours.
26. Carriage of material to the work spot & removal of wastes & excess materials from there shall be done without causing any hindrance to the movement of vehicles & staff. All waste material shall not be accumulated at the site in view of limitation of space. The waste shall be disposed off away from the site without any complaints of Civic Authorities & at the contractor risk & cost.
27. Before Commencing the work, Contractor Must get the approval of all the materials brought to the site for the use on writing by the EIC, otherwise it will be deemed as unspecified material are being willfully used. All facilities for prior inspection of materials & subsequent verification of the work by representatives of the bank made be available, at cost of the contractor.
28. Thickness, quality, shade, texture and brand etc. of the used material, should be as per schedule list and as approved by the Engineer in Charge.
29. The work has to be executed in close & effective co-ordination with other executing agencies & concern department operative in that floor. Material access regulation, Security measures & permissions required to be observed & obtain from competent authority of Bank & act strictly according to them.



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30. Rates quoted shall be cleaning inclusive of floor, making good to damaged areas due to their workmanship, wall, floor & ceiling or any other material/furniture after completion of work. Rates shall be inclusive of removing all the debris & any other unserviceable materials as per Bank's direct
31. If the contractor performance is found to be unsatisfactory, the bank reserves the right to cancel in part or whole of the contract & gets the work executed through alternative means at the entire risk & cost of the contractor by giving seven days notice. In such cases, the contractor should make good all losses that the bank may incur on account of same.
32. In case of the contractor abandons the work for any reason whatsoever, the bank shall issue the final notice to the contractor to remain present at the site on due date & time as per the notice. In spite of such notice, the contractor remains absent on site on such due date, the Bank's Engineer will take the measurement of completed part of the work unilaterally, which will be binding on the contractor & the balance work will be got carried out by the bank through any agency at the entire risk & cost of the contractor.
33. In case of any substandard or poor quality materials used by the contractor in the Bank's work, the same shall be replaced forthwith by Bank's specified materials with bank's **Caution note**. Three such "**Cautioned Note**" issued by the bank will liable the firm to get **De-listed**.
34. Tender in duplicate, will have to submit in single part in **Cover-1** sealed & super scribed with the name of the work. Cover-1 shall contain Annexure -I (i.e. EMD, all the General, technical & commercial terms & conditions prescribed by Bank.) duly filed in by the tenderer along with enclosures of any stipulation proposed by the bidder & the prescribed Earnest money deposits (EMD). **The price Bid should be filled up in online mode only.** No hardcopy has to be sent for Price Bid.

**35. 9.CAUTION NOTE: Please note that the contractor quoting abnormally low / erratic rates ( +/- 15%) may be asked to submit rate analysis & performance guarantee in the form of Bank Guarantee issued by any scheduled Bank as per draft supplied by the Bank, within a period of one week before award the work. The amount of said Bank Guarantee shall be equal to 110% of the difference in tender amount quoted by the contractor and the proposed estimated cost of the work as mentioned in NIT. Alternatively, the contractor may choose to deposit the said amount in the form of STDR/FDR in favor of SBI Infra Management Solution Pvt. Ltd., preferably issued by the SBI. This Bank Guarantee/STDR/FDR will be treated as an additional security deposit for due fulfillment of contract and will be retained by the SBI for entire completion period of the project. The contractor shall undertake not to cancel/withdraw the said Bank Guarantee/STDR. In case contractor fails to undertake the job within stipulated time or leave the same incomplete or carryout substandard job, the bank will be at liberty to forfeit the said initial security deposit and additional security deposit by invoking the Bank Guarantee/en-cashing the STDR/FDR.**



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36. On acceptance of the tender, the successful tenderer shall be given the work order, in duplicate & duplicate copy has to be returned duly signed by the contractor as a token of acceptance of work order including the terms of contract along with their tender, failure to which their tender is liable for rejection without any notice which please note
37. **SBIIMS Pvt. Ltd. has the right to accept/reject any/all tenders without assigning any reasons whatsoever.**

Sd/-

Vice President & Circle Head

SBI Infra Management Solution Pvt. Ltd.

DECLARATION

I/We confirm that we are submitting our tender duly filed in & rates have been quoted after thorough study of site conditions & above stated contract documents issued by the bank. I/we hereby accord our unqualified consent & agreement to the said conditions. .

Place:

Date:

Signature of Contractor



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## **B. TECHNICAL SPECIFICATIONS**

### **I) Specification Guide for Execution of Interior Work**

1. **MODULAR GRID CEILING:** Providing & Fixing of modular grid ceiling at all heights of 600X600X15 mm of Armstrong Mineral Fibre Acoustical Suspended Ceiling System/Any equivalent Make with (MICRO LOOK) EDGE TILES PRODUCT CODE H-1893M WITH ARMSTRONG SILHOUETTE B/R (black Reveal) EXPOSED GRID.

The tiles should have Humidity Resistance (RH) of 99%, NRC 0.50, Light Reflectance >85%, Thermal Conductivity  $k = 0.052-0.057 \text{ w/mK}$ , Colour White, Fire Performance Class 0/Class 1 (BS - 476) in module size of 600mm x 600mm x 15mm with Bio Block coating on the face of the tile, suitable for Green Building application, with Recycled content of 58%.

The tile shall be laid on Armstrong Silhouette profile grid system with 15mm white flanges incorporating a 6mm central reveal in black colour and with a web height of 38mm and a load carrying capacity of minimum 15 Kgs/M<sup>2</sup>. Silhouette, Main Runners & Cross Tees to have mitred ends & "birdsmouth" notches to provide mitred cruciform junctions. The T Sections have a Galvanizing of 120 grams per M<sup>2</sup> & passed through 500 hrs of Salt test.

The Tile & Grid system used together should carry a 15 year warrantee.

**INSTALLATION:** To comprise main runner spaced at 1200mm centre securely fixed to the structural soffit using Armstrong suspension system (specifications below) at 1200mm maximum centre & not more than 150mm from spliced joints. The First/Last Armstrong suspension system at the end of each main runner should not be greater than 600mm from the adjacent wall.

1200mm long cross tees to be interlocked between main runners at 600mm centre to form 1200 x 600 mm module. Cut cross tees longer than 600mm require independent support. 600 x 600mm modules to be formed by fitting 600mm long cross tees centrally between the 1200 mm cross tees. The 1200mm cross tees to have central "birdsmouth" notches to facilitate fitting of 600mm cross tees. Perimeter trim to be Armstrong shadow wall molding (dimensions: 19x7x7x14mm), secured to walls at 450 mm maximum centers.

**ARMSTRONG/ Equivalent SUSPENSION SYSTEM** accessories manufactured and supplied by Armstrong World Industries consisting of M6 Anchor Fasteners with Vertical Hangers made of Galvanised steel of size 26 x 26 x 25 x 1.2mm with a Galvanised Thickness of 80gsm, A pre Straightened Hanger wire of dia – 2.68 mm of 1.83 m length., thickness of 80gsm and a tensile strength of 344-413 MPa, along with Adjustable hook clips of 0.8mm thick, galvanised spring steel for 2.68 mm with a minimum pull strength of 110 kg. The adjustable clip also consists of a 3.5 mm aquiline wire to be used with the main runner.

**RATE:** Rate shall be include all the items mentioned above/elsewhere in the contract including all labour, material, equipments & the hardware as required in complete all respect as per drawing as directed. The area of the ceiling where full tile size light fixture are installed, will not be deducted from the total quantity executed, however the cost of tiles where the full tile size fitting are installed will be deducted as per the market rate.

**The work shall be executed through authorized applicator of Approved Make. The contractor has to submit the certificate from the company for the use of Approved Make Sections & boards**



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along with the final bill

**Plain Gypsum board false ceiling:**

2. **Basic Frame Work:** Providing and fixing in position dropped ceiling in two levels including vertical surfaces in between two level of ceiling surface by using standard company sections (Gypsteel Ultra) which includes providing & fixing g.i. perimeter channels of size 0.5 mm thick having one flange of 20 mm & another flange of nylon sleeves & screws , at 610 mm centers, then suspending g.i. intermediate channels of size 45 mm ,0.9 mm thick with two flanges of 15 mm each from soffit at 1220 mm centers with ceiling angle of width 25mm X10 mm X 0.5 mm thick fixed to the soffit with g.i. cleat & steel expansion fastener ceiling section of 0.5 mm thickness having knurled web of 51.5 mm & two flanges of 26 mm each with lips of 10.5 mm area then fixed to the intermediate channel with the help of connecting clips & in direction perpendicular to the intermediate channel at 457 mm c/c.

**Finished:** 12.5 mm tapered edged gyp board ( confirming to IS-2095-2011) is then screw fix to ceiling section with 25 mm drywall screws at 230 mm centers, screw fixing done mechanically either with screwdriver or drilling machine with suitable attachment .

Standard company manufactured sections (Gypsteel Ultra) should be used for the entire framework .Finally the board of size 6'X4' are to be jointed and finished so as to have a flush look which includes filling and finishing the tapered and square edges of the boards with jointing compound, paper tape only as per recommended practices of **Saint-Gobin Gyproc India Ltd.**

**General Note for the Item Rate Include:** the job include applying two or more coats of acrylic emulsion paint in the standard procedure of the painting job as per the shade & finished suggested by the EIC. The cutouts for variety of light fixture & other equipments etc & the same have to be made with the frame of perimeter channels of size 20 mm X 27 mm X 30 mm X 0.5 mm thick supported suitably, no extra will be paid for this . Edge bid has to be used to protect the exposed gypsum core i.e. cut edges of opening for light fixtures. The square edge joint shall be filled with jointing compound & paper tape, additional g.i. or c.p. teak wood support shall be provided for fixing of variety of light fixtures, a.c. continues grill ,diffusers etc. All section visible from a.c grill shall be painted in black colour. The final visible plan & elevation area will be considered for the measurement purposed. The work shall be executed through authorized applicator of **Saint-Gobin Gyproc India Ltd.**

**The contractor has to submit the certificate from the Gypsum India for the use of company sections (all) & boards along with the final bill. The contractor must get the worked checked from the company's representative – on one completion of the ceiling & second on completion of boarding before putting top coat. The work includes to the shape areas & also the coves as per the lay out & shall be measured in Sqmtr. only.**

**S.W.O CASH/TELLER COUNTER:**

**Basic Structure:** Made out of 19mm thk. ISI marked phenol bonded BWP b/board on vertical sides as well as horizontal top surfaces having work top 900mm deep, 750mm height from FFL. Each counter unit is approximately of 1500mm long divided with vertical separator having 1 no. drawer unit. The work top is to be fabricated out of 19 mm thick BWP block board up to 700 mm

depth to the front, and thereafter, a **double layer of flexi-ply (12 mm + 6 mm thick)**, curved downwards with a turning radius of 75 mm & stiffened properly to the front modesty panel with appropriate wooden sections, is to be fixed with necessary fittings to the block board in order to have a projection of 200 mm towards customer side beyond the front glass. The front modesty panel is to be made out of 19 mm BWP block board. Also, a 25 mm X 25 mm groove at a height of 375 mm from FFL along the length of the front modesty panel is to be provided to facilitate fixing of LED light. **DETAIL As per Drawing below.**

3.

**Drawer unit:** Below the Working Counter there shall be a pedestal unit made up of 12 mm ply from sides & 6 mm ply from base which **consisting of one tea tray & two drawers, the top would be of 200 mm depth & the other of remaining depth. All drawers are to be fitted with sliding telescopic channels, where the slides are to be fitted with multi-latch of approved make. The drawers are to be provided with auto locks of approved make & powder-coated "D" handles. Also, the bottom of the drawer unit is to be fixed to a 75 mm X 37.5 mm teak wood framework with polished finishing. Inside surface of the drawers is to be painted with synthetic enamel paint of approved make up to matt finishing.**

**General:** Each counter shall be provided with one keyboard M S tray provided with telescopic channel, CPU Trolley of Innofit or any other approved make, PVC wire manager system with necessary cut outs in the structure & A full length foot rest made up of hard wood 3"X1.5" section shall be provided at 4" above F.L.

**Finishes:** The entire work station shall be **1 mm bi-colour laminate** Finish on horizontal & vertical surfaces in two colour combination of **Approved Make** on all open external sides. It will be in balancing laminate on internal surfaces including drawers. All Non laminate surface of counter, pedestal is finished with smooth matching melamine polish. All free edges of block board and ply duly finished with teak wood beading / lipping as directed.

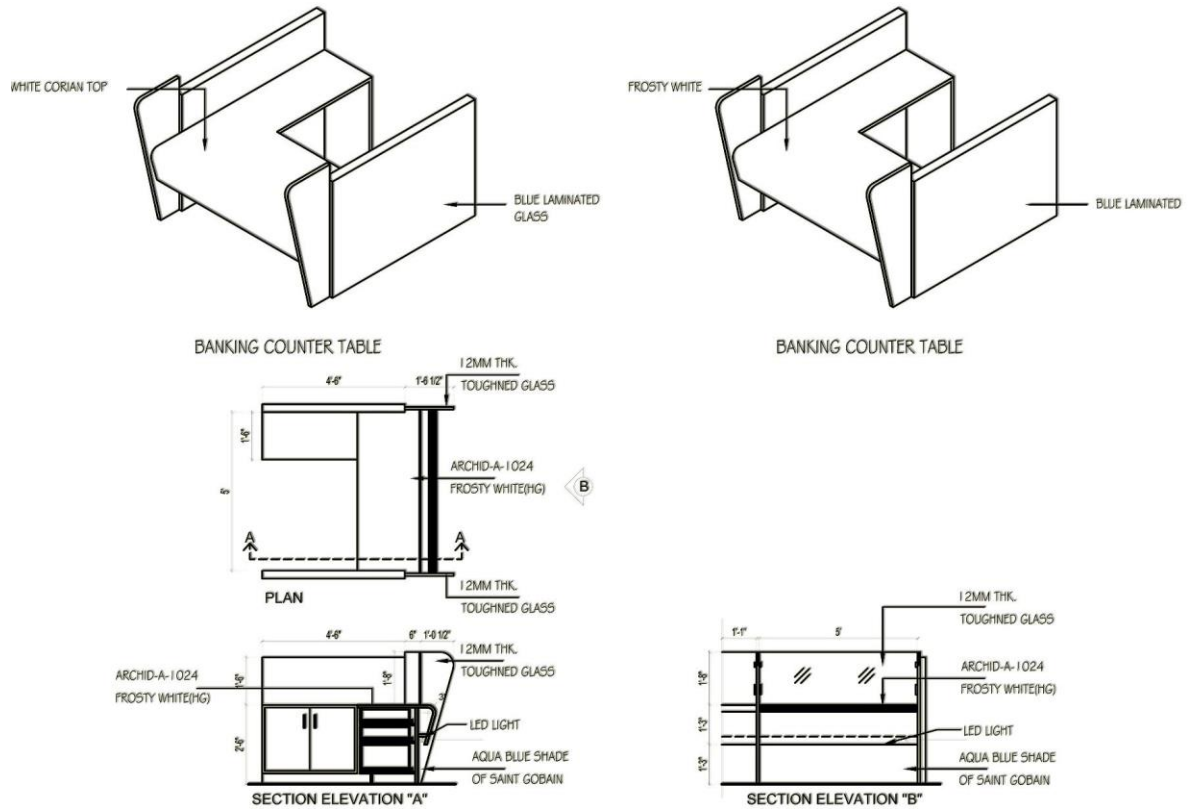
**Rate:** Rate shall be include all the items mentioned above/elsewhere in the contract including all labour, material, equipments & the hardware as required in complete all respect as per drawing as directed.



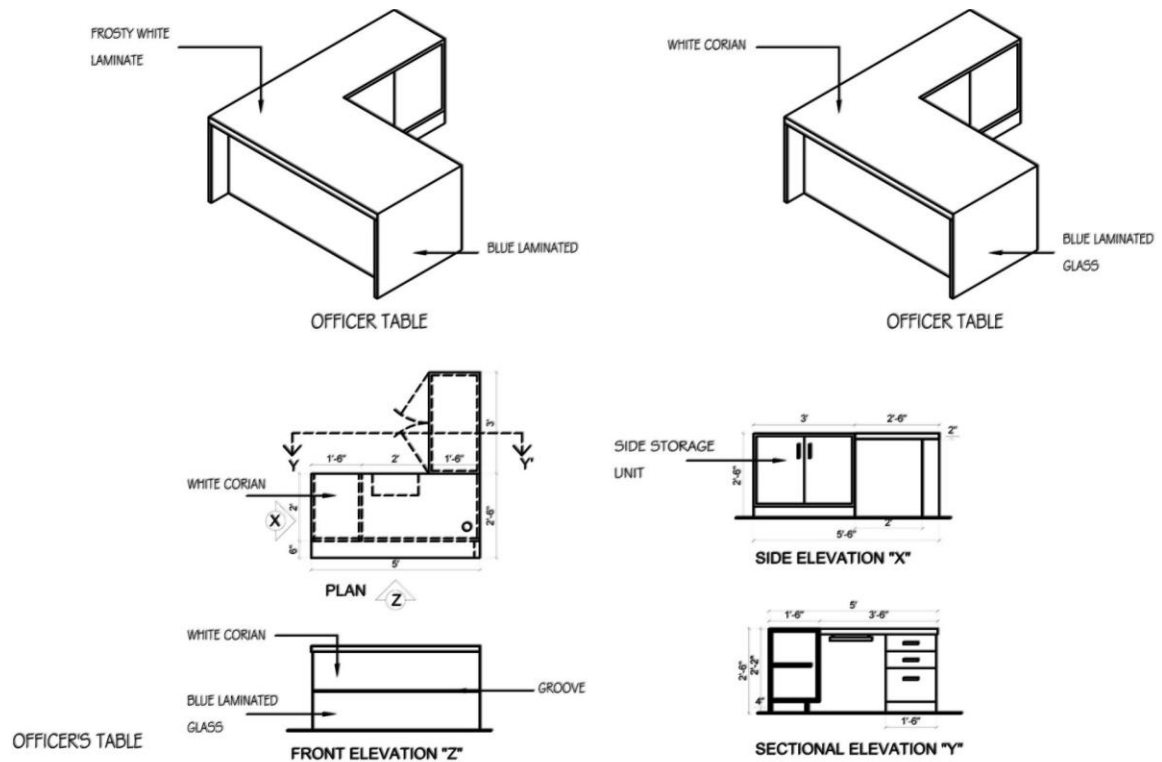
**BLUE LACURED GLASS IN FRON/SIDE VIEW OF SWO COUNTER.**



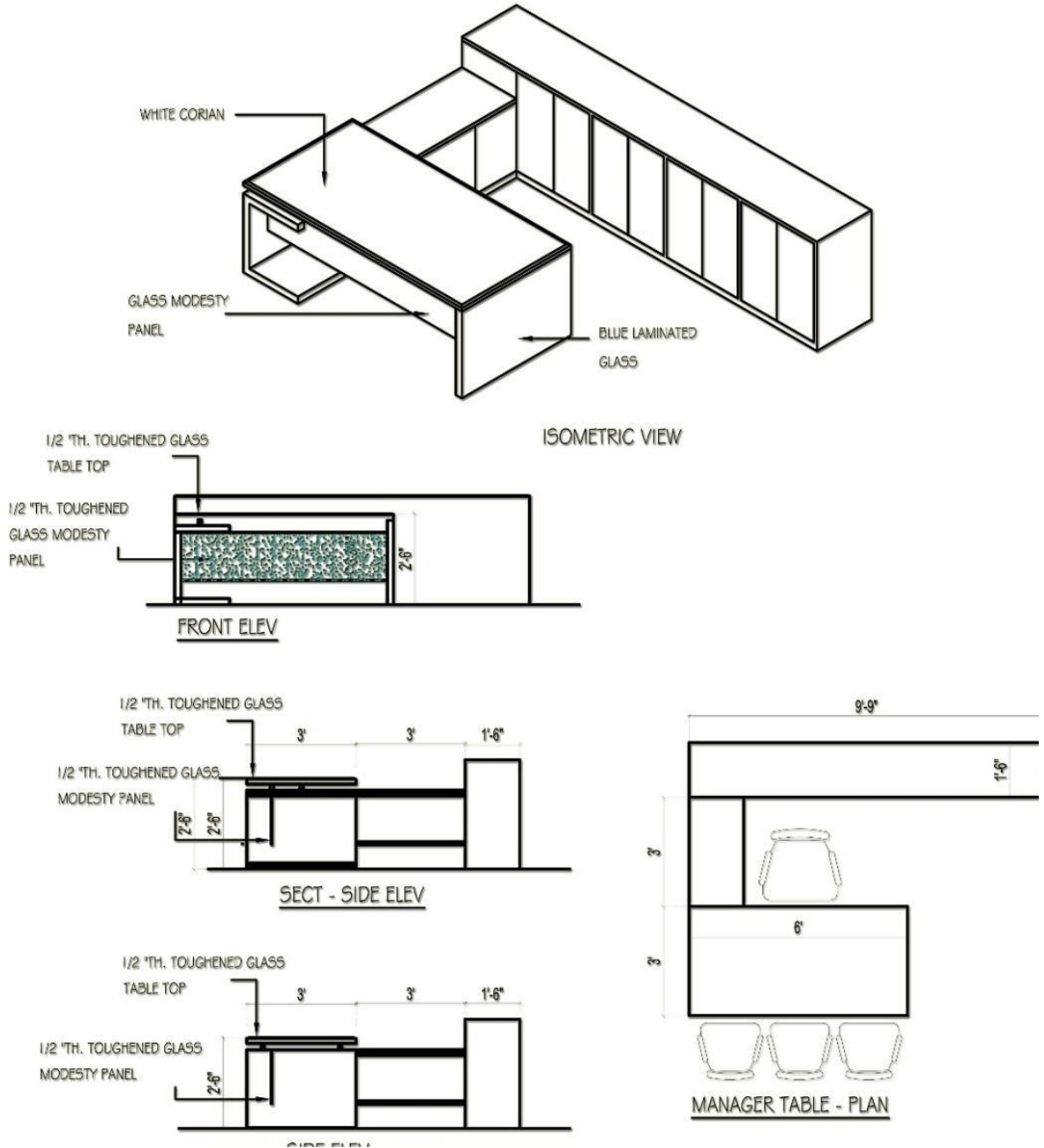
4.



### SWO COUNTER DETAIL WITH LAMINATE FINISHES.



### OFFICER/STAFF TABLE DETAIL WITH LAMINATE FINISHES



### BRANCH MANAGER TABLE WITH Laminate Finish.

#### 5.FREE STANDING TABLE:

**Basic Structure:** Fabricated out of 19mm BWP b/board with Tea Tray & drawer unit on one side & Side credenza on the other side of the table. The Table shall be made of 19mm BWP grade b/board front top sides & front modesty panel with dove-tail jointed junctions. The modesty



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panel is to be fixed to the bottom of work top block board 150 mm behind the front edge. A glazing is to be done on the modesty panel fascia with 12 mm thick machine polished transparent toughened glass, fixed with continuous polished white beech wood beading as per design. The glass is to be set in the modesty panel from a height of 200 mm up to 650 mm from FFL. **DETAIL AS PER ABOVE DRAWING.**

**Drawer unit:** Each table shall be provided with a drawer unit of 21" deep 16" wide comprising of 1 no. tea tray, **2 numbers of sliding drawers each of 150 mm depth and one deep drawer of remaining depth after leaving 3 inch skirting from bottom floor level fitted with full panel telescopic drawer slides of Approved Make with** individual locking system, powder coated "D" handle. A wooden member of size of 2 ½"X3/4" shall be fixed between each drawer. Inside surface of drawer unit should be painted with matt finished synthetic enamel paint.

**General:** Each counter shall be provided with one keyboard M S tray provided with telescopic channel, CPU Trolley of Innofit or any other approved make, PVC wire manager system with necessary cut outs in the structure & A full length foot rest made up of hard wood 3"X1.5" section shall be provided at 4" above floor level.

**Finishes:** The work top is to be finished with [12 mm thick solid surface material], or, [1.5 mm thick high gloss laminate], or, [4 mm thick teak wood veneer with high gloss Polyurethane coating] of approved shade & make on the surface, as directed. It will be in balancing laminate on internal surfaces including drawers. All Non laminate surface of counter, pedestal is finished with smooth matching melamine polish. All free edges of block board and ply duly finished with teak wood beading / lipping as directed.

**Rate:** Rate shall be include all the items mentioned above/elsewhere in the contract including all labour, material, equipments & the hardware as required in complete all respect as per drawing as directed.

**Full height solid/glazed partition (64mm thickness):**

**Basic Structure:** It shall be made from internal frame of size 50mm x 50 mm x 1.6 mm hollow aluminum square tube placed 600mm c/c both vertically and horizontally, fixed by means of aluminum angle of 25x25X25 mm size for proper fixity. The Entire Aluminum frame work shall be covered with 6 mm thick ply on both sides. All open sides of the frame work shall be covered with 12mm thick ply to cover the entire thickness of partition. The upper portion of the partitions will have 6/8 mm thick clear glass required as per size of glass, fixed with 10 mm thick (F.S) wooden molding with suggested grooves to cover the full thickness of partition .The lower portion of partition up to 3ft will have internal frame work as detail in above. The same shall be then covered by 6 mm thick ply panels to get flush type partition. A wooden beading of 2 ½"X1/2" shall be provided as all open thickness of the partition for door opening & fixing of glass. The hinge side aluminum frame shall be fixed with wooden section. In case of solid partition, the entire surface will be finished with opaque finished with play & laminate excluding the glass with same section as mentioned here.

**General:** All the gaps either vertical or horizontal shall be filled properly with ideal material. All the vertical members of the partitions shall be carefully inserted/fixed in the floor (without damaging the floors) & also shall be fixed to the structural ceiling for proper strength. Necessary provision shall be made in the partition for Electrical Conduits, switch boards, ac drain lines & ac's etc as required. The common member of partition & frame of door will be consider in the item of

6.



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partitions .Only below the ceiling area will be consider for measurement purpose, however the partitions shall be raised 3" above the false ceiling level for fixity for the ceiling & also all vertical member shall be taken up to the slab/beam bottom.

**Finishes:** All the external ply wood components shall be finished with 1 mm thick laminate in two color combination laminate finish of approved shade on both sides & also thickness of the partition. All external wooden members shall be melamine matt polish finish.

**Rate:** Rate shall be include all the items mentioned above/elsewhere in the contract including all labour, material, equipments & the hardware as required in complete all respect as per drawing as directed.

**Low height solid/glazed partition (64mm thickness):**

**Basic Structure:** It shall be made from internal frame of size 50mm x 25 mm x 1.6 mm hollow aluminum square tube placed 600mm c/c both vertically and horizontally, fixed by means of aluminum angle of 25x25X25 mm size for proper fixity. The Entire Aluminum frame work shall be covered with 6 mm thick ply on both sides. All open sides of the frame work shall be covered with 12mm thick ply to cover the entire thickness of partition. The upper portion of the partitions above 3' level have 12 mm thick clear glass with all open edge polished & necessary cutouts as directed, fixed with glass bracket. In case of solid partition, the entire surface will be finished with opaque finished with play & laminate excluding the glass with same section as mentioned here.

**General:** All the gaps either vertical or horizontal shall be filled properly with ideal material. All the vertical members of the partitions shall be carefully inserted/fixed in the floor (without damaging the floors) for proper strength. Necessary provision shall be made in the partition for Electrical Conduits, switch boards, ac drain lines & ac's etc as required. The common member of partition & frame of door will be considered in the item of partitions. To the shape on site measurement will be considered. The partitions will have a cutout in glass for tray for voucher movement between counter.

**Finishes:** All the external ply wood components shall be finished with 1 mm thick laminate in two color combination laminate finish of approved shade on both sides & also thickness of the partition. All external wooden members shall be melamine matt polish finish.

7. **Rate:** Rate shall be include all the items mentioned above/elsewhere in the contract including all labour, material, equipments & the hardware as required in complete all respect as per drawing as directed.

**8.Storage Cabinets/credenza: General Purpose of Various sizes & heights as directed**

**a) Filling cabinets With Sliding Shutter:** It shall be made of 19 mm thick board on all five sides while back surface shall be made of 6 mm ply. The storage space will be separated by 19 mm block board at suitable location so that each block will be 500 to 750 mm equal parts. The sliding shutter shall be provided with Godrej lock, Ebco/Hettich to be fitted for bottom running sliding doors side line 56 without silent system assembly & handle of standard quality to be flush with ply/blockboard.The exposed surface shall be laminate with 1 mm thick laminate of approved colour. The inside surface shall be finished with putty & enamel paint over a coat of primer. The bottom of the cabinet is to be fixed to a 3" x 1.5" teak wood framework polish finished & free edges of block board shall have polished teak wood half round moulds out of 20X20 mm section.

**Rate:** Quoted rates shall include cost of all material, labour & necessary hardware viz. handles,



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locks with key in duplicate, approved sliding channel of Ebco make/Equivalent etc complete in all respects.

**b) Filling cabinets With openable shutter : Low height/Full height as per drawing:**

Providing and placing in position Storage units fabricated out of 19mm thick BWP block board on all sides, backing and separators will be of 6mm thick BWP ply, shelves will be of 19mm thick BWP solid ply. There will be 19mm thk. Ply shutters of full length with powder coating louvers matching with the color of the laminate for air circulation fixed with Auto- hinges at approx. 3ft. The top, sides, shutter front and back sides (if exposed) to be finished with 1mm thick bi-colour laminate with necessary grooves and the exposed edges of block board should be finished with 6mm t.w. lipping. There should also be a 75 x 12 mm t.w. skirting with grooves as per design polished in matching tone. Inside of the unit will be painted with putty & synthetic enamel paint over a coat of approved primer.

**Rate:** Quoted rates shall include cost of all material, labour & necessary hardware viz. handles, Multipurpose locks with key in duplicate, S.S hinges, magnetic catches, D" type steel matt finish metal handles etc complete in all respects.

**9. Column/Wall Paneling: Basic Structure:** Providing & Fixing of wall paneling/column encasing for all heights by putting Aluminum Frame work of size 37.5X25X1.2 mm thick at suggested interval, fixed with 1"X1"X1" Al. angle for proper fixity (not more than 2ft on both direction, covered with 6mm thick ply fixed on entire frame work. the paneling should have necessary cutouts for electrical conduit/switch boards/boxes. The entire paneling shall be constructed in complete line & level by putting necessary packing as per the site condition.

**For Wall/Column veneer** paneling with 37.5 mm x 25 mm x 1.5mm hollow aluminum square tube frame work placed at 450mm / 600 mm c/c as per site condition screwed to the wall and finished with 4mm veneer of approved shade & brand duly polished over 12 mm BWR ply complete.

**Finishes:** All the external plywood components of entire paneling shall be finished with 1mm thick 2 color combination laminate finish. Skirting of 100mm high x 12 mm thick polished Teak wood or steam beech wood skirting with NC lacquer in Matt finish. For veneer paneling

**Rates:** Quoted rates shall include all necessary materials, accessories and labour and also allow provisions for electrical/telephone/computer wiring conduits & switch boxes etc. complete with necessary jacking /thickening of panels to accommodate conduits/ switch box etc as directed.

**10. System Table In Server Room:** The unit will be a running table made of 19mm thick block board/plywood of sides & top, back out of 6mm BWP ply having width 750 mm (w) x750mm (h). At each 1000 to 1200mm length, the unit shall have one tea tray & one drawer and one cupboard provided with telescopic channel. Measurement shall be in running meter length. Necessary vertical support (19mm block board/ply) shall be provided for drawers as specified elsewhere in the tender.

**General/Finishes:** There should be provision for 2 numbers keyboard & cable manager system with necessary cutouts in top surface. The entire counter type workstation shall be 1 mm thick laminate finish of 2 color combination on external sides & in balancing laminate finish on internal surface including the drawers. All free edges should be beaded properly & members shall be melamine matt polish finish.



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**Rate:** Rate shall be include all the items mentioned above/elsewhere in the contract including all labour, material, equipments & the hardware as required in complete all respect as per drawing as directed.

**11.Side unit/credenza:**

The side unit shall be made of 19mm thick BWP grade block board for sides, top, bottom , divider shelf back with 6 mm BWR ply. The unit is having the size of 400mm x 750mm & approximate length of 1 mtr. Consisting of 1 no. of drawer & cupboard of length 21" & rest will be made as shelf with an intermediate 19 mm block board at center. All exposed portions like top, side & shutter to be finished with 1mm thick decorative laminate & inner surface with mat finished enamel paint. The rate also inclusive of all approved fittings like lock, handle, hinges & telescopic channels etc complete in all respects as directed.

**Flush Door:**

It shall be made from 35 mm thick factory made shutter of Century/Mayor / Mars /approved ISI consisting of solid core block of board bonded with phenol phormaldehyde synthetic resin conforming to IS: 848 and finished on both faces with teakwood veneering of 3.5 mm thick, including providing and fixing 'T' type second class teakwood perimeter beading fixed by means of approved quality neoprene based adhesive and nailing @ 300 mm max.

In case of Glazed Door, the same will be made of with above specification with 8 mm thick float glass from 3ft finished floor level up to 6" below the door pasted with etching as per design & finished with 1.0mm thk. Approved Colour laminate sheet of approved make on both sides.

General: the door shall be fixed with all necessary hardware fittings such as 125mm long S.S. butt hinges [for each shutter] (vertical spacing not exceeding 600mm),door stopper, 6lever Godrej Mortise door lock finishing etc. all conforming to IS : 2202. All free edges shall be duly polished with 3 coats of lacquer melamine and fixed to the partition frame.

**Rate:** Rate shall be include all the items mentioned above/elsewhere in the contract including all labour, material, equipments & the hardware as required in complete all respect as per drawing as directed.



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**I) List of Approved Brand and/or Manufacturer for Interior Furnishing & Civil Work.**

<b>SBIIMS</b> <b>ZONAL OFFICE, SILIGURI</b> <b>APPROVED MAKE OF MATERIALS</b>	
<b>A. Interior Furnishing Works</b>	
False Ceiling System	: India Gypsum / Armstrong / Gyprock / USG or approved equivalent.
Plywood & Block Board (BWP Grade)	: Century Club Prime / Green Club / Mayur Royal / Globe Ply or approved equivalent.
Flexible Plywood	: Century / Green Flexi-ply / Globe / Mayur Flexi-ply or approved equivalent.
MDF Board	: Green Panelmax or approved equivalent.
Fire Rated Cement Board	: PermaBase (National Gypsum) / USG Durock / V-Board or approved equivalent.
Flush Door (BWP Grade)	: Century / Green Doors / Mayur Flush Door / Duroplast or approved equivalent.
Fibreglass Reinforced Polyester Door	: Duroplast / Sintex / Falcon or approved equivalent.
High Gloss Laminate	: Century Laminates / Formica / Greenlam / Sun Mica or approved equivalent.
Teak Wood Veneer	: Century Veneers / Green Naturals or approved equivalent.
Solid Surface Material	: Du-Pont Corian (or, Merino-Hanex Solid Surfaces as an alternative, if approved).
GI Sections for Framework	: Gypsteel Ultra of India Gypsum / Armstrong or approved equivalent.
Aluminium Sections	: Hindalco / Jindal / Indal or approved equivalent.
Glass	: Modifloat / Saint Gobain / Indo Asahi.
Wood	
	<u>For Concealed Work</u> : Malaysian Sal / Kapur / Hallack.
	<u>For Beads &amp; Moulding</u> : Teak Wood / Steam Beech Wood.
PVC & Vinyl Flooring	: Armstrong / Krishna Vinyl / Square Foot or approved equivalent.
Aluminium Composite Panel	: AluDecor / AluStar / AlStrong / AluBond or approved equivalent.
Heavy Duty Hydraulic Door Closer	: Godrej / Sterling / Doorset / Golden or approved equivalent.
Locks	
	<u>For Drawers</u> : Godrej / Efficient / Acme / Ebco.
	<u>For Doors</u> : Godrej / Golden / Acme.
Adhesive	: Fevicol / Jeevanjor.
Floor Spring	: Godrej / Doorset / Ozone / Garnish.
Patch Fittings	: Dunex / Dorma / Haffle / Ozone.
Hardware	: ISI Marked.
Vertical Blinds	: Vista Levolor / Mac / Hunter Douglas.
Sparkle Series Frosted Film	: 3M or approved equivalent.
CPU Trolley & Key Board Tray	: Innofit / Ebco / Hettich.
Chairs (Model to be approved)	: Featherlite / Godrej / Wipro or approved equivalent.
<b>B. Civil Works</b>	
Vitrified Tile	: Nitco / Somany / Orient / Johnson / Euro or approved equivalent.
Ceramic Tile	: Nitco / Somany / Orient / Johnson / Kajaria or approved equivalent.
Granite Stone	: Black Galaxy Granite and Blue Pearl Granite (as directed).
Paint	: Asian Paints / Berger / ICI / Nerolac / J & N.
Sanitary ware	: Cera / Parryware / Hindware / Johnson / Jaquar.
Cement	: ACC / Ultratech / Ambuja / Lafarge.
Cement Putty	: Birla White / JK White / Asian Wall Putty or approved equivalent.
Rebar	: SAIL / TISCON TMT Bars (HYSD Tor Steel Bars).
# Bank reserves the right to select any material out of the specified make.	

Bidders are advised to quote their rates after due consideration of the following pertinent:





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- Bank reserve the right to **insist on selection of material**, workmanship, detailing & finishes, which they consider as appropriate & suitable for intended use. The contractor is not eligible for extra on this account.
- Bank will require the contractor to **produce samples of all materials**, accessories & finished prior to use in the site. There by submitting the list of selected material approved by Bank's Engineer from the sample & then after the material can brought to site for carry out the work. Failure to comply with these instructions will result in rejection of work. **All materials specified above shall be used only after quality check/inspection/approved by EIC.**
- Whenever decorative ply wood veneer/ Laminate are specified, it must be ensured that the specified veneer or laminate shall be matching veneer/laminate as directed. The grains of veneer & the colors of laminate are as per the approved shade. Bank have right to reject if above specification is not adhered to. Whenever polishing is specified, it should be high quality melamine finished sprayed or hand applied to high gloss or matt as directed at site & strictly be carried out as per Manufactured specification
- The dimensions provided in the drawing as well as in schedule are likely vary slightly according to the size available in the premise are where they are to provided or placed. Bank has the right to slightly modify the dimensions of items to suit the site & no claim therefore shall be made by the contractor.
- In all cases of measurement will be made on net items as supplied & installed in site. Wherever areas are furnished in square meter for items, such as carpet, vertical blinds, curtains etc, payment will be made on actual area laid to suit the shape & size of the room. The tenderer should note that all cutting wastages ,stitching ,jointing & several special features such as pleats ,overlap ,hem etc shall be absorbed by them within the quoted rates & no separate payment will be made for above & similar items. The partitions will be measured in visible area (below false ceiling portion) however the supported frame should be provided & anchored in to the ceiling. The frames shall be covered with 6 mm thick plywood above false ceiling within the quoted rate.
- The successful tenderer shall make cut-outs for tube light, spotlights, duct doors for specified size, grill etc in the false ceiling including providing additional supports around the cut-outs & also support from the support from the ceiling within the quoted price. Actual "seen" surface plan area & vertical will be measured & paid





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for. The cut-out area each more than 0.5 Sqmtr will be deducted from the actual "seen" plan area measurement.

- The successful tenderer shall provide brass oxidized hardware fittings of approved quality having ISI marked as listed above. Samples of all hardware fittings shall be got approved by Bank Engineer well in time, before procurement
- The successful tenderer should arrange labour accommodations outside the premises at his own cost
- The work has to be carried out in phases without disturbing in banking hall. Necessary barricading of the area of the work from the rest area shall have to arrange by the contractor at no extra cost. In addition to this necessary shifting of minor goods as required during progress of work such as table, almirha, files etc shall be taken care by the contractor within his quoted rates.
- At the time of handing over the site, if any scratches or decoration of above specified material as used is being observed, then Bank shall have the right to insist application of another coat or replacement of the material as required
- The challan of the materials or the invoice or the certificate from concerned companies will be required to be submitted if demanded by bank's engineer at the time of submission of the final bill. If the approved brands mentioned as mentioned in the item are not available or requisite shade/ quality is not available, other brand as approved by the Bank's Engineer only to be used for the work. Decision of bank's engineer shall be final and binding on the contract.

### **Declaration**

I/We confirm that we shall certify the material from Bank's engineer/Architect prior to use in site as per the above list. I/we hereby accord our unqualified consent & agreement to the said conditions.

Place:

Date:

Signature of Contractor

### **C.SPECIAL CONDITION OF CONTRACT**

1. **Setting out the work:** a) The contractor shall set out the work and shall be responsible for the true and perfect setting out of the same and for the correctness of the positions, levels, dimensions, and alignment of all parts thereof and get it approved by the



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consultant/ Bank's Engineer before proceeding with the work. If at any time any error in this respect shall appear during the progress of the works, irrespective of the fact that the layout had been approved by the consultant/ Bank's Engineer the contractor shall be responsible for the same and shall at his own expenses rectify such error, if so, required to satisfaction of the SBI.

- a) The dimension provided in the schedule as well as in the drawing are likely to vary slightly according to the size & space available in the Premise Area where they are to be provided or placed, Bank have the right to slightly modified the dimensions of the items to suit the site & no claim therefore shall be made by the contractor.
2. **Protection of works and property:** The contractor shall continuously maintain adequate protection, of all his work from damage and shall protect the SBI's properties from injury or loss arising in connection with contract. He shall make good any such damage, injury, loss due to his fault or negligence except which are due to causes beyond his control.
3. **Inspection of Work:** The Bank's Engineer/Consultant or their representatives shall at all reasonable time have free access to the work site and/or to the workshop, factories or other places where materials are lying or from where they are obtained and the contractor shall give every facility for inspection and examination and test of the materials and workmanship.
4. **Quality of Materials, Workmanship & Test:** All materials and workmanship shall be best of the respective kinds described in the contract and in accordance with Bank's Engineer/Consultant instructions and shall be subject from time to time to such tests as the Bank's Engineer/Consultant may direct at the place of manufacture or fabrication or on the site or an approved testing laboratory. The contractor shall provide such assistance, instruments, machinery, labour and materials as are normally required for examining measuring sampling and testing any material or part of the work before/after incorporation in the work for testing as may be selected and required by the Architect/Consultant.
5. **Obtaining Information related to execution of work:** No claim by the contractor for additional payment shall be entertained which is consequent upon failure on his part to obtain correct information as to any matter affecting the execution of the work nor any misunderstanding or the obtaining incorrect information or the failure to obtain correct information relieve him from any risks or from the entire responsibility for the fulfillment of contract.



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6. **Works to be measured:** The Bank's Engineer/Consultant may from time to time intimate to the contractor that he required the work to be measured and the contractor shall forthwith attend or send a qualified representative to assist the them in taking such measurements and calculation and to furnish all particulars or to give all assistance required by any of them. The contractor or his authorized representative shall sign all the pages of the measurement book in which the measurements have been recorded in token of his acceptance All authorized extra work, omissions and all variations made shall be included in such measurements.
7. **Bill Submission Format:** The bill shall be as per tender specification as detailed below along with Detail Measurement Sheet. Bill will not be accepted if detail calculation sheet of the quantity executed at site is not being attached. If required then the contractor may be ask to submit the Manufacturing certificate in due course of bill checking period

Sl. No	Descrip- tion	Unit	Ted rate	Ten qty	Act qty (L/B/D)	Ted amount	Act amount

I/We hereby declare that I/We have read the above terms and conditions /instructions carefully and fully understood and will abide by the same.

Signature of the tenderer with seal

Date:

Place:

### **PREAMBLE TO BILL OF QUANTITIES & RATES**

Bidders are advised to quote their rates after due consideration of the following pertinent points :

- Actual site conditions including working time that would be available to them as per standing rules
- Material access regulations of the building including permission of use of lifts and stairways etc.



এস.বি.আই.ইনফ্রা ম্যানেজমেন্ট সলিউশনস প্রাইভেট লিমিটেড

(ভারতীয় স্টেট ব্যাঙ্কের একটি সম্পূর্ণ নিজস্ব সহায়ক)

एस. बी. आई. इन्फ्रा मैनेजमेंट सोल्यूशंस प्राइवेट लिमिटेड

(भारतीय स्टेट बैंक की एक पूर्ण स्वामित्ववाली सहायक)

**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.**

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- Temporary storage provision of disposable materials arising out of the work
- Security measures and permissions required to be observed and obtained in consultation with the representatives of the landlords and act strictly according to the same.
- Traffic regulations of the City Police in order to organize trouble free access of materials
- The work has to be executed in close and effective co-ordination with other executing agencies who shall be working simultaneously
- Any other governing issue or issues likely to have impact on the productions rate and cost of work

▪ **TAXES AND DUTIES**

The tenderer must include in their tender prices quoted for all duties, royalties, cess, excise, sales tax, work contract tax or any other taxes such as Income Tax deducted to vendor or local charges, as applicable etc. No extra claim on this account will in any case be entertained. However, GST act will be paid on production of Service Tax Registration Certificate and on claim.

▪ **GOVERNMENT AND LOCAL RULES**

The Contractor shall conform to the provisions of all local By laws and Act relating to the work and to the Regulations etc. Of the Government and Local Authorities and of any Bank with whose system the premises is proposed to be connected. The Contractor shall give all notices required by the said Act, Rules, Regulations and By laws etc. and pay all fees payable to such authority / authorities for execution of the work involved. The cost, if any shall be deemed to have been included in his quoted rates, taking into account all liabilities for licenses, fees for footpath encroachment and restorations, statutory Clearance etc. and shall defend all actions arising from such claims or liabilities.

I/We hereby declare that I/We have read the above terms and conditions /instructions carefully and fully understood and will abide by the same.

Signature of the tenderer with seal

Date:

Place: