

**INTERIOR RENOVATION WORKS OF EXISTING PREMISES OF SBI AECS'B' LAYOUT
BRANCH**



**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.,
CIRCLE OFFICE BENGALURU
on behalf of
STATE BANK OF INDIA, BANGALORE.**

PART A

INSTRUCTIONS TO TENDERERS AND GENERAL CONDITIONS.

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| EMPLOYER: | State Bank of India Local Head Office #65, St. Mark's Road Bangalore – 560 001 |
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| Issued to: | M/s..... |
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SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.**CIRCLE OFFICE BENGALURU**

Ref No. CO/BLR/18-19/m-Ten/050

Notice Inviting Tenders

- SBI Infra Management Solutions Pvt. Ltd. on behalf of State bank of India, Benagaluru Circle, invites Tender Notice from the **Empaneled contractors in Group - C**, under **Category C1. [Rs.0-10 LAKH]** Eligible contractors can download this whole tender from the website www.sbi.co.in from **05.12.2018 to 19.12.2018 up to 3.00 p.m.**
- Details of the tenders are as under.

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| 1 | Name of the work | INTERIOR RENOVATION WORKS OF EXISTING PREMISES OF SBI AECS'B' LAYOUT BRANCH |
| 2 | Time allowed for completion. | 30 days |
| 3 | Quantum of Work | Partial renovation of Branch |
| 3 | Tender Fees | Rs 1,000 /- Non-refundable , To be submitted in the form of Demand Draft drawn in favour of SBI Infra Management Solutions Pvt. Ltd. , payable at Bengaluru and to be submitted physically at SBIIMS Circle Office Bengaluru, No.65, St. Mark's Road, Bengaluru.-1. |
| 4 | Earnest Money Deposit. | Rs.6,000/- , To be submitted in the form of Demand Draft drawn in favour of SBI Infra Management Solutions Pvt. Ltd. , payable at Bengaluru and to be submitted physically at SBIIMS Circle Office Bengaluru, situated at 3 rd Floor, New Annexe Building, No.65, St. Mark's Road,Bengaluru. |
| 5 | Initial Security Deposit. | 2% of contract value including EMD |
| 6 | Last date and time of receipt of Tender. | 3.00 pm. On 19.12.2018 |
| 7 | Reverse Auction | N.A |
| 8 | Mode of tender submission | To be submitted physically at SBIIMS Circle Office Bengaluru, situated at 3 rd Floor, New Annexe Building, No.65, St. Mark's Road,Bengaluru. |
| 9 | Date and time of opening of tenders. | 4.30 p.m. On 19.12.2018 |
| 10 | Defect liability period. | 6 months. |
| 11 | Validity of tenders. | Rates quoted should remain valid for a period of 3 months. |

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| 13 | Liquidated damages. | Liquidated damages shall be 0.5% of the contract value per week subject to a maximum of 5% of the accepted contract amount. |
| 14 | Value of interim Certificate. | Rs.4.00 lacs. |

In case the date of opening of tenders is declared as holiday, the tenders will be opened on next working day at the same time.

SBIIMS has the right to accept/reject any/all tenders without assigning any reason(s).

Vice President & Circle Head, SBIIMS,
Circle Office Bengaluru.

TENDER DOCUMENT.

**INTERIOR RENOVATION WORKS OF EXISTING PREMISES OF SBI AECS'B' LAYOUT
BRANCH**

FOR STATE BANK OF INDIA

Vice President & Circle Head,
SBIIMS, Circle Office Bengaluru,
3rd Floor Annexe Building,
SBI LHO Campus, No.65, St.Mark's Road,
Bengaluru - 560001

Dear Sir,

Having examined the schedules contained thereby relating to the works specified in the memorandum herein after set out and having visited the site, examined the source of works specified in the said memorandum and having acquired the requisite information relating thereto affecting the tender. I/We hereby offer to execute the works specified in the said memorandum at the rates mentioned in the bill of quantities hereto and in accordance with all respects of specifications, and instructions in writing referred to in the Quotation, terms and conditions of contract; schedule of quantities in all other respects accordance with such conditions so far as they may be applicable.

Should the quotation be accepted, I/We hereby agree to abide and fulfill the terms and provisions of the said conditions of contract.

**Signature of the Contractor
With Address & Seal**

INSTRUCTIONS TO TENDERES.

This bill of quantity [BOQ] contains work pertaining to **INTERIOR RENOVATION WORKS OF EXISTING PREMISES OF SBI AECS'B' LAYOUT BRANCH**. The sealed bid rates are invited in two-bid system (Technical & Price Bid). Tenderer are advised to go through all the documents in connection with this contract carefully.

This tender document contains technical bid containing the NIT and conditions of the contract and price bid containing the Bill of quantities. Tenderer shall submit the technical bid duly signed and BOQ along with Tender fees and EMD amount in physical form to the office of Vice President and Circle Head, Circle Office Bengaluru, 3rd Floor Annexe Building, SBI LHO Campus, No.65 St.Mark's Road Bengaluru – 560001.

The technical bid and price bid shall be **received up to 3.00 p.m. On 19.12.2018**. Tenders will be **opened at 4.30 p.m. On 19.12.2018.**

1. EARNEST MONEY DEPOSIT AND INITIAL SECUIRITY DEPOSIT:

Earnest Money Deposit of **Rs. 6,000/- (Rupees Six Thousand Only)** shall be submitted in the form of demand draft on any nationalized bank in favor of **“SBI Infra Management Solutions Pvt. Ltd.” and payable at Bengaluru** to the office of Vice President and Circle Head, Circle Office Bengaluru, 3rd Floor Annexe Building, SBI LHO Campus, No.65 St.Mark's Road Bengaluru – 560001. Successful contractor will have to submit initial security deposit of 2% of the contract amount including EMD before commencement of the work by way of demand draft favoring **“SBI Infra Management Solutions Pvt. Ltd.” and payable at Bengaluru** within 5 days of the receipt of work order. EMD retained by SBIIMS will not bear any interest.

2. RETENTION MONEY:

From each running bill, an amount at the rate of 10% of the gross value of the running bill shall be recovered as retention money, till the total retention amount including the EMD and ISD amounts already with the Bank become 5% of the value of the contract amount.

Retention money shall be released to the contractors after completion of defect liability period of **6 months**. Both the earnest money deposit and the retention money will not bear any interest.

Income Tax at the prevailing rate at the time of payment will be deducted from each running bill and final bill.

3. PERIOD OF VALIDITY:

The item rate contract shall remain valid for acceptance for a period for 3 months from the date of submission of tenders. If any tenderer who agree to undertake the work as per rate contract and withdraw his tender before the said period or make any modifications, in the terms and conditions of the tender, then the Employer has the liberty to forfeit the said earnest money deposit.

4. INSPECTION OF SITE:

Every tenderer is expected to inspect the site of proposed work and acquaint himself with the site conditions, approaches, availability of the raw materials, geological and weather conditions etc. before undertaking the work.

5. QUANTUM OF WORK:

A schedule of probable quantities in respect of each work and specifications accompanying these conditions is liable to alterations, omissions or additions at the discretion of the Bank. The schedule of probable quantities may vary considerably on the higher or lower side depending upon the quantum of work involved. If any item of work needs to be carried out in opinion of the Bank, the rate shall be paid as per the KPWD schedule of rates 2018-19 with weight-age applicable in BBMP area.

6. ALL INCLUSIVE RATES:

The contractor's rate must be firm and include the labour for fixing, erection and commissioning, cost of material, cost of transportation of materials to the site, all taxes such as sales tax, excise duty, octroi, works contract, goods service tax and any other statutory levy etc., and fixing or placing in position for which the item of works are intended to be operated. The rates quoted by the contractor shall be firm throughout the contract period and there shall be no upward revision of the rates. It should be clearly understood that any claims for extra sales tax, excise duty, octroi, works contract and any other statutory levy etc., shall not be entertained in any case what so ever once the tenders are opened. Contractor should also take into account the probable change in the taxation after the GST regime introduced by the Central Govt./State Govt and no extra payment on account of change of duties/taxation shall be entertained once the tender is accepted. **GST as per applicable rates on the whole contract shall be paid to contractors in addition to the total amount of work which will be actually measured and paid to contractor as per the rates quoted by them.**

7. INTERPRETING SPECIFICATIONS:

In interpreting specifications, the following order of decreasing importance shall be followed:

- a. Bill of quantities with detailed specifications.
- b. Unit rate specifications and the technical specifications.
- c. General specifications.

Matters not covered by the specifications given in the contract, as the relevant Indian Standards Codes shall cover a whole. If such a Code on a particular subject has not been framed, the decision of the bank Engineer shall be final.

The acceptance of rates and tender rest with the authorized representative of the SBIIMS, who does not bind themselves to accept the lowest tender and reserves to themselves the authority to reject any or all the tenders received without assigning any reasons, whatsoever.

The work shall be carried out under the directions and supervision of the SBIIMS Engineer or their representative at the site. On acceptance of the tender, the contractor shall intimate the name of his accredited representative who would be supervising the work and would be responsible for taking instructions for carrying out the works.

SBIIMS Engineer decision with regard to the quality of materials and workmanship will be final and binding and any material rejected by the SBIIMS Engineer shall be immediately removed from the site by the contractor.

8. SUB-LETTING:

No part of the contract shall be sublet without the written permission of the employer nor shall transfers be made by the power of attorney authorizing others to carry out the works or receive payment on behalf of the contractor.

9. Defect liability period:

Any defect developed within the **defect liability period of 6 months**, will have to be rectified by the contractors at their own cost and incase, the defects are not rectified by the contractor, Employer or their representative shall get the work done at the risk and cost of the contractor.

10. Certificate of virtual completion:

The work shall not be considered as completed until the Bank issued in writing “certificate of Virtual Completion” stating that the work has been completed and defects liability period shall commence from such certified date of virtual completion.

11. Delays in commencement:

The contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the cause for such delays may be including delays in procuring government controlled or other materials.

The contractor should inspect the source of materials, their quality, quantity and availability. The material must strictly comply with the relevant specifications attached.

12. PERIOD OF COMPLETION:

Time is deemed essence of the contract; the completion period shall be 30 days. The contractor shall draw a detailed schedule of program in the form of BAR/PERT chart if more than one work is allotted.

13. CONTRACTORS STORE:

Contractor shall arrange to store his materials, machinery at his own cost. Rated quoted by contractor shall be inclusive of all charges for setting up of store, clearing the same etc. complete.

14. MEASUREMENT AND BILLING:

Whenever mode of measurement is specified, measurements will be taken at site as per latest IS Code of practice for measurement.

The contractor or his representative shall accompany the Employer or their representative in taking/checking measurement. All necessary tapes shall be of steel and shall be supplied by the contractor. The contractor shall then present his bill based on the agreed and recorded measurements and if the contractor fails to accompany the Employer for measurement, then he shall be bound by the measurements taken by the SBIIMS Engineer. The contractor shall raise the running bills for a minimum value of work amounting to Rs.4,00,000/-(Rupees Four Lakh only). Period of final measurement shall be 15 days from the date of completion of the project.

15. WATER, ELECTRICITY AND OTHER CHARGES.

The contractor shall make his own arrangements for power supply/distribution system for driving plant or machinery for the work and for lighting purpose at his own cost. The cost of running and maintenance of the plants are to be included in his tender prices.

16. INSURANCE:

The successful contractor shall take out the contractors all risk [CAR] insurance policy, jointly in the name of the Employer and the contractor and the original policy shall be deposited with the Employer for full value of the contract which should be valid for period up to defects liability period. The insurance policy shall be obtained within 7 days of acceptance of tender. The successful contractor should also take insurance policy under workmen compensation Act.

17. STATUTORY REGULATION:

The whole works is to be complied with as per the requirements and byelaws of relevant statutory authorities, including contract labour (Regulation and Abolition Act 1970)

I/We understood the conditions of the rate contract. We accept to undertake and complete the work within period and as per the specifications of the work.

**Name and signature of
the contractor.**

GENERAL SPECIFICATIONS - INTERIOR WORKS.

Timber:

Hardwood and Teakwood shall be the best wood locally available and should be well & properly seasoned of mature growth, free from worm holes, large loose or dead knots or other defects and will not suffer warping, splitting or other defects through improper handling.

Teakwood to be either CP or Ballarshah and shall be of best quality, free from soft heart, worm & bee holes and other defects.

All wrought timber is to be sawn, planned or works to correct sizes and shapes as shown in the drawings. An allowance of 2mm shall be permitted for each wrought face.

Plywood:

Plywood shall be of urea formaldehyde phenol bonded of approved B.W.R. type, make, brand, etc. Thickness of plywood shall be as per details given in the drawings/specifications.

JOINTS :

All Joints will be standard mortise and tenon, dovetails, dowel, cross-halved, mitred, tongued and grooved and invited. Nailed or glued butt joints will not be permitted. Except in exceptional cases nailed butt joints will not be accepted.

FASTENINGS :

Screws , nails, bolts, will generally be of M.S. G. I wire, except in following examples : "Out door Furniture" fastenings will be of brass or other non-Corrosive metal. In hardware, they will match the finish of the hardware item.

Brass Nails in a finished surface shall be neatly punched and the hole filled with wood filler matching the finish. Screws in a finished surface will be round head, raised head or sunk (beneath the surface and the hole plugged with matching colour and grain of the wood surface) unless specially detailed.

HARDWARE :

Hinges, lock, latches, door tracks etc., shall be as specified and as far as it possible, by the manufacturer specified. In any variation of this the quality of the substitute shall be equal to or better than the original specified, and sampled should be submitted to the Designer for prior approval.

METAL :

Where metal logs frames etc., are used these shall be welded, brazed, bolted or riveted as required and on finished surfaces. Welding, brazing riveting shall be neatly smoothed so that no evidence of this is apparent on the final finish of the metal, which will be as specified on drawing. On all legs, wood or metal, nylon glides or castor as indicated are to be installed.

FINISH :

This will be as indicated on the drawing and colour scheme chart and materials (timber, Acrylic Solid Surface (Corian), plastic laminates, lacquer, paints, PU finish etc.,) must be specified. No variations will be accepted unless with the prior approval of the Designer. " Backs " of cabinets etc., where wall hung, shall be treated with an approved brand of wood preservative. Full size drawings or sample prototypes are to be submitted for approval as requested.

Note: This specification is of a general type only, and must be used in conjunction with the drawing of the particular item being made. Anything shown on the drawing, but not in the specification must be complied with, and vice versa.

LIST OF APPROVED MANUFACTURERS / NATURAL SOURCES OF MATERIALS TO BE USED IN
THE INTERIOR WORKS SUBJECT TO THE APPROVAL OF SAMPLES BY THE CONSULTANT.
(ALL THE MATERIALS USED HAVE TO CONFIRM TO GREEN INTERIOR NORMS OF IGBC)

| | MATERIAL NAME. | BRAND / MANUFACTURER. |
|----|---|--|
| 1. | PLYWOOD – BWR (Boiling Water Resistant, Termite Resistant & Borer Resistant) – CONFIRMING TO IS: 303. | GREEN PLY/KIT PLY/ UNIPLY/ AUSTIN PLYWOOD/ TIMEX / SAMRAT/ CENTURY/ ARCHID |
| 2. | LAMINATE – CONFIRMING TO IS : 2046-1995 | GREENLAM / ARCHID / MERINO / FORMICA / AICA / SIGNATURE/ CENTURY LAM |
| 3. | GLASS | SAINT GOBAIN / GUJRAT GUARDIAN / PILLINKTON / TRIVENI / MODIFLOAT / ASAHIFLOAT |
| 4. | HARDWARE. | HETTICH/ EBCO/ EFFICIENT GADGETS / HARDWIN / DORMA/ OZONE/ EVERITE/ GODREJ |
| 5 | ALUMINIUM SECTIONS | JINDAL/ INDAL/OEL |
| 6 | GLAZING | KONICA, GUJARAT GUARDIAN,INDOA-ASAHI, MODI-GUARD, SAINT GOBAIN |
| 7 | FLUSH DOOR – CONFIRMING TO IS : 2202 (Part – 1) – 1991 | GREENPLY / CENTURY PLY/ TIMEX/ UNIPLY / KITPLY/ MERINO |
| 8 | BEECH WOOD. | SAMPLE AS APPROVED BY THE CONSULTANT. |
| 9 | VENEER. (4MM AND PAPER VENEER) – GROUP MATCHED, STRAIGHT GRAIN. | TIMEX/ CENTURY/ GREEN/ UNIPLY/ARCHID/ TRUWUD |
| 10 | BLOCK BOARD. | GOLDEN / TRUWUD / ARCHID / GREENPLY / KITPLY/ UNIPLY |
| 11 | GI SUPPORT SYSTEM FOR FALSE CEILING. | HUNTER DOGULAS / RONDO / US BORAL / GYPROC / ARMSTRONG |
| 12 | GI DRY WALL PARTITION SYSTEM. | RONDO / US BORAL / GYPROC / ARMSTRONG |
| 13 | PLASTER BOARDS. | GYPROC/ LAFARGE/ KNAUF |
| 14 | SOFT BOARD. | JOLLY BOARD |
| 15 | SCREWS. | GKW NETTLEFOLD/ TEKNIC FASTNERS/ OR AS APPROVED. |
| 16 | ADHESIVES. | FEVICOL SH / ARALEDITE / VAMICOL/ JEEVANJORE |

| | | |
|----|-----------------------------------|--|
| 17 | PAINT. | ASIAN / NIPPON / BERGER / KANSAI NEROLAC |
| 18 | FLOOR SPRING / DOOR CLOSER. | DOORSET / STERLING / OZONE/ HAFFALE/ HARDWYN/ EVERITE |
| 19 | TEXTURED PAINT. | TERRACO / SPECTRUM / ASIAN |
| 20 | WOODEN FLOORING. | PERGO/ EGO/ UNITEX |
| 21 | WRITING BOARD. | WHITE MARK |
| 22 | MDF/ HDF | NUWUD / CENTURY/ ARCHIDPLY/ ASIS/ GREENPLY |
| 23 | DOOR LOCKS. | DOORSET / OZONE/ HAFFALE/ GODREJ |
| 24 | CEILING TILES. | ARMSTRONG /DAIKIN/HUNTER DOGULAS/ BORAL OR AS APPROVED. |
| 25 | VITRIFIED TILES (DOUBLE CHARGED). | JOHNSON/ ORIENT BELL/ SOMANY/ KAJARIA/ ASIAN / CENGRES / MARBITO / RAK / SIMPOLO / MURDESHWARA |
| 26 | VENETIAN/VERTICAL/ ROLLER BLINDS | VISTA LEVALOR/ HUNTER DOGULAS/ MAC |
| 27 | TILE ADHESIVE | BAL ENDURA/ ROFFE/ FOSROC/ PIDILITE/ LATICRETE |
| 28 | ALUMINIUM COMPOSITE PANELS | ALSTRONG/ EUROBOND/ ALUKBOND/ ALUCOMAT/ ALCOPLA |
| 29 | ACRYLIC SOLID SURFACE (CORIAN) | LG/ GRANIUM/ MERINO/ DuPont/ LUXOR |

NOTE: The contractor shall use only above mentioned material. All other materials shall confirm to the specifications laid down. The tenderer shall take this into account while tendering rates/ prices.

Name and signature of the contractor.

Important Note to Contractors

The vendors undertaking at this site shall note the following

- Time is the essence of the project; contractors are strictly required to maintain the time line.
- Vendor shall ensure that labor working shall maintain decent behavior and shall not create nuisance or cause any disturbance to the Branch & local residences.
- Mockups to be shown before starting the work at no extra cost.
- The contractor at his own cost shall clear the debris immediately after the completion of work.

Signature of the Contractor with seal & date