



SBI INFRA MANAGEMENT SOLUTIONS PVT.LTD.
STATE BANK OF INDIA, CIRCLE OFFICE KOLKATA,
SAMBRIDDHI BHAWAN, 1, STRAND ROAD,
KOLKATA- 700001

SBIIMS INVITE ONLINE e-TENDERS ON BEHALF OF SBI
For

ELECTRICAL WORKS

**FOR PREMISES DEVELOPMENT OF SBI – OFF. QTRS. AT 19C + 19D , GOLF CLUB ROAD ,
TOLLYGUNGE , KOLKATA – 700 033**

**THE SBI APPROVED CONTRACTORS EMPANELLED ON FOLLOWING CATEGORY IN KOLKATA CIRCLE
ARE ONLY ELLIGIBLE,**

1. ELECTRICAL WORKS- CAT-3 (b) and above SBI/LHO/KOLKATA/2017

TENDER ID: KOL201908026	CAT- 3 (b)
1 . START DATE & TIME OF SUBMISSION OF TECHNICAL & PRICE BID-	28.08.2019 FROM 11.00 A.M
2 . END DATE & TIME OF SUBMISSION OF BID	04.09.2019 UP TO 3.00 P.M
2 . DATE AND TIME OF OPENING OF BID :	04.09.2019 at 4:30 PM

Tender Submitted By:

Name of Contractor:

Address:

GSTIN:

Date:

NOTE: Contractor should submit **Tender Processing Fee (TPF)** through Online Mode only as mentioned in this NIT. **TPF in the form of Demand Draft (DD) will not be accepted.** Such tenders without Online Payment Receipt will be rejected

ARCHITECT- DESIGN CONSULTANTS

**SBI - INFRA MANAGEMENT SOLUTIONS PVT. LTD
CIRCLE OFFICE, KOLKATA**

E-TENDER NOTICE

SBI Infra Management Solutions Pvt Ltd (SBIIMSPL) invites electronically sealed **ITEM RATE** e-tenders in Two Cover System from the Bank's empaneled Electrical contractors in **(Category-3b)** for Electrical Works under Kolkata Circle through online e-Tender Portal : <https://etender.sbi>

Details of tenders are as under :

1)	Name of Work	:	ELECTRICAL WORKS FOR PREMISES DEVELOPMENT OF SBI – OFF. QTRS. AT 19C + 19D , GOLF CLUB ROAD , TOLLYGUNGE , KOLKATA – 700 033 .
2)	Tenders shall remain valid for	:	120 days from the date of opening of tenders.
3)	Time of Completion of work	:	60 days from the date of issue of work order
4)	Estimated Cost	:	Rs. 21.75 Lakh (Rupees Twenty One Lakh Seventy Five Thousand Only) This amount is exclusive of applicable Goods & Services Tax (GST), which shall be paid extra as applicable on final bill.
5)	Earnest Money Deposit	:	Rs. 22,000/- [Rupees Twenty Two Thousand Only] by means of Demand Draft / Pay Order (To be deposited at the office of SBI-IMSPL, Circle Office, Kolkata in favor of State Bank of India payable at Kolkata) under sealed envelope.
6)	Availability of Tender Documents	:	Tender documents to be downloaded from the Bank's website or SBI e-tender portal https://etender.sbi
7)	Tender Processing Fee (TPF) (Application Fee)	:	Rs. 3,000/- (Rupees Three Thousand only) to be credited through STATE BANK COLLECT (SB Collect an efficient MIS report generation tool) only . The steps involved in making the payment is provided at Annexure-A. The receipt generated with reference no. to be submitted along with Technical bid. GST number of contractor to be mentioned on it. NOTE: Contractor should submit Tender Processing Fee (TPF) through Online Mode only as mentioned in this NIT. TPF in the form of Demand Draft (DD) will not be accepted. Such tenders without Online Payment Receipt will be rejected
8)	Tender document down loading Start Date		From 11-00 A.M on 28.08.2019
9)	document down loading End Date	:	Upto 2-30 P.M on 04.09.2019
10)	Last date and time of submission of tenders		Upto 3-00 P.M on 04.09.2019
11)	Date & time of opening of Technical		04.09.2019 at 4.15 P.M. In Case of Tender Opening

ARCHITECT- DESIGN CONSULTANTS

	Bid (EMD + Technical Bid)	:	date is declared as holiday, the tender will open in the next working day at the same time.
12)	Date and Time of opening of Price Bid (BOQ)	:	04.09.2019 at 4.30 P.M. In Case of Tender Opening date is declared as holiday, the tender will open in the next working day at the same time.
13)	Place of Opening Tender		The Vice President & Circle Head SBIIMS Pvt. Ltd., Circle Office Kolkata, Samriddhi Bhawan , Block-D, 9th Floor, 1, Strand Road , Kolkata - 700 001 Mobile No : + 91 9437026189 e-mail ID : s.kushari@sbi.co.in
14)	Defects Liability Period	:	12 months from the date of virtual completion of work.

15)	For E-Tender related queries	:	<u>Service provider:</u> M/s. E-procurement Technologies Limited (abc procurement/ Auction Tiger) B-705, Wall Street- II, Opp. Orient Club, Ellis Bridge, Near Gujarat College, Ahmedabad- 380006, Gujarat <u>Help Desk:</u> Contact Persons: Geeta Goutam, M: +91 6354919566 T: +91 79 68136814 Email:geeta@auctiontiger .net Sujith Nair (Shark ID – ~SUJITHN) Sr. Executive – Implementation & Support e- Procurement Technologies Limited Contact: sujith@eptl.in Phone: +91-79-68136857 6863 6835 6829 6831 6840 (Mon- Fri working Hours 10 AM to 7 PM) (Sat working hours 10AM to 4PM)
16)	Documents Required to be submitted with Technical Bid at SBI-IMS Circle Office		1. EMD as prescribed 2. Tender Document Cost as prescribed 3. Empanelment Letter of SBI 4. Process Compliance statement as per Annexure-I of NIT
17)	Corrigendum :		(If any) Is to be followed as published in https://etender.sbi portal only.

Notes :-

- All contractors who are em-paneled with SBI Bengal Circle in the specific category are only eligible for the above mentioned work.
- Any abnormal increase from the quoted price / cost will not be acceptable.
- The Bank reserves the right to reject any or all the tenders without assigning any reason

ARCHITECT- DESIGN CONSULTANTS

- d) **If the L1 bidder quotes abnormally low (below 15% of the estimated cost),** he will be required to furnish a Performance Guarantee Bond and Additional Security Deposit amounting to the Difference between Estimated and Quoted Amount which will be released after successful completion of Defect Liability Period.
- e) Electronically Sealed e-tenders are invited from the **Bank's Empanelled Contractor shaving experience in the specific category** in two parts, i.e. **Cover – I and Cover –II separately**. Sealed tenders in two parts i.e. cover-I and cover- II are to be submitted online on the website <https://etender.sbi> **** No bid shall be accepted offline.**
- (a) Cover-I (Technical Bid):** Techno-commercial envelope called “Electronic Format of Technical Bid ” shall contain the Electronic form of Technical Bid .Cover-I will be opened as per above mentioned date & time in the presence of Tenderers who desire to attend. The tenderers can view the Tender opening details through their respective log in Ids on the above mentioned e-tender portal (Website).
- (b) Cover-II (Price Bid):** Shall contain the Electronic format of Price Bid. No condition/stipulation in Cover-II other than unconditional general rebate shall be accepted. Cover-II (Price Bid) will be opened only of those bidders who are successfully in Technical Bid (Cover- I) after through scrutiny. **The tenderers can view the Tender opening details through their respective log in Ids on the above-mentioned e-tender portal (Website).**
- f) The Bidder is expected to examine all instructions, forms, terms and specifications in the bid documents. Failure to furnish all information required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect will be at the bidder's risk and shall result in rejection of the bid.
- g) In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.
- h) The Bank reserves the right to reject all tenders without assigning any reason whatsoever.

VP & Circle Head
SBIIMSPL, CO-Kolkata

INSTRUCTIONS TO THE TENDERERS**1.0 Scope of Work**

Sealed tenders are invited by M/s. Design Consultants, 7/1, Russel Street, Kolkata – 700 071 for and behalf of State Bank of India – Local Head Office , Kolkata , 1, Strand Road , Kolkata – 700 001 , **Electrical Works for Premises Development of SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033 .**

1.1 Site and Its Location

SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033 ..

2.0 Tender Documents

- 2.1 The work has to be carried out strictly according to the conditions stipulated in tender consisting the following documents and the most workman like manner.

Notice Inviting Tenders
Instructions to the Tenderers
General Conditions of Contract
Special Conditions of Contract
Technical Specifications
Additional Specifications
Price Bid
Detailed Drawings

- 2.2 The above documents shall be taken as complementary and mutually explanatory of one another but in case of ambiguities or discrepancies shall take precedence in the order given below :--

Price Bid
Additional Specifications
Technical Specifications
Drawings
Special Conditions of Contract
General Conditions of Contract
Instructions to the Tenderers

- 2.3 The tender documents are not transferable.

3.0 Site Visit

- 3.1 The tenderer must obtain himself on his own responsibility and his own expenses all information and data which may be required for the purpose of filling this tender document and enter into a contract for the satisfactory performance of the work. The Tenderer is requested satisfy himself regarding the availability of water, power, transport and communication facilities, the character quality and quantity of the materials, labour, the law and order situation, climatic conditions local authorities requirement, traffic regulations etc.

The tenderer will be fully responsible for considering the financial effect of any or all the factors while submitting his tender.

4.0 Earnest Money

- 4.1 The tenderers are requested to submit the **Earnest Money of Rs. 22,000/- [Rupees Twenty Two Thousand Only]** in the form of Demand Draft / Banker's Cheque or Pay Order drawn in favour of **State Bank of India** payable at **Kolkata**.

ARCHITECT- DESIGN CONSULTANTS

- 4.2 EMD in any other form other than as specified above will not be accepted. Tender not accompanied by the EMD in accordance with Clause 4.1 above shall be rejected.
- 4.3 No interest will be paid on the EMD.
- 4.4 EMD of unsuccessful tenderer will be refunded within 30 days of award of Contract.
- 4.5 EMD of successful tenderer will be retained as a part of security deposit.

5.0 Initial Security Deposit

The successful tenderer will have to submit a sum equivalent to **2% of contract value** less EMD by means of Demand Draft / Pay Order or Banker's Cheque drawn in favour of **SBI – LHO, P & E Deptt. within a period of 7 days of acceptance of work-order.**

6.0 Security Deposit

- 6.1 Total security deposit shall be 5% of contract value. Out of this **2% of contract value is in the form of initial security deposit** which includes the EMD. Balance 3% shall be deducted from the running account bill of the work at the rate of 10% of the respective running account bill i.e., deduction from each running bill account will be 10% till total 3% of contract value is reached. 50% of the total security shall be paid to the contractors on the basis of Architects certifying the virtual completion and the contractor's removal of his materials, equipment, labour force, temporary sheds, stores, site office etc. The balance 50% would be paid to the contractors 15 days after the defects liability period as specified in the contract provided he has satisfactorily carried out all the works and attended to rectification of all defects in accordance with the conditions of the contract.
- 6.2 No interest shall be paid to the amount retained by the Bank as Security Deposit.

7.0 Signing of Contract Documents

The successful tenderer shall be bound to implement the contract by signing an agreement and conditions of contract attached herewith within 30 days from the receipt of intimation of acceptance of his tender by the Bank. However, the written acceptance of the tender by the Bank will constitute a binding agreement between the bank and successful tenderer whether such formal agreement is subsequently entered into or not.

8.0 Completion Period

Time is essence of the contract. The work should be completed in all respects in accordance with the **terms of contract within a period of 2 (Two) Months from the date of handing over site or 5 days from the date receipt of work-order of acceptance whichever is later.**

9.0 Validity of Tender

Tenders shall remain valid and open for acceptance for **a period of 90 (Ninety) days** from the date of opening price bid. If the tenderer withdraws his / her offer during the validity period or makes modifications in his/her original offer which are not acceptable to the Bank without prejudice to any other right or remedy the Bank shall be at liberty to forfeit the EMD.

10.0 Liquidated Damages

The liquidated damages shall be **0.5% of the contract value per week subject to a maximum of 5% of contract value.**

Addendum to Liquidated Damages Clause :--

1. The parties hereby agree that due to negligence of act of the Contractor, if the employer suffers losses, damages, the quantification of which may be difficult, and hence the amount specified hereunder shall be construed as reasonable estimate of the damages and the Contractor agree to pay such liquidated damages, as defined hereunder as per the provisions of this Contract.

1.2 The amount of liquidated damages under this Contract shall not exceed 5% of the total value of the contract.

1.3 The liquidated damages shall be applicable under following circumstances:

1.3.1 If the deliverables are not submitted as per schedule and time, the Contractor shall be liable to pay 1% of the total cost of the services for delay of each week or part thereof.

1.3.2 If the deliverables are not acceptable to the Employer, and defects are not rectified to the satisfaction of the Employer within 30 days of the receipt of the notice, the Contractor shall be liable for Liquidated Damages for an amount equal to 0.5% of total cost of the services for every week or part thereof for the delay

1.3.3 Any delay beyond this, STATE BANK OF INDIA shall be free to terminate the contract and get the work done from an alternate source at the risk of the contractor, besides forfeiting EMD. The decision of the Bank as to the period of delay on the part of the contractor and the quantum of compensation for such delay shall be final and binding on the contractor. If the contractor is unavoidably hindered in carrying out the work on account of delayed decision or the approval by the Bank, which are necessary to carry out further work, he shall be allowed suitable extension of time by concerned authority of the Project, whose decision shall be final and binding on the contractor. No claim of the contractor shall be entertained against the Bank for such delayed approvals / decisions by the Corporation, excepting suitable extension of time.

11.0 Rates and Prices

11.1 In case of item rate tender

11.1.1 The tenderers shall quote their rates for individual items both in words and figures. In case of discrepancy between the rate quoted in words and figures the unit rate quoted in words in the original tender will prevail. If no rate is quoted for a particular item in either of the tender documents the contractor shall not be paid for that item when it is executed.

The amount of each item shall be calculated and the requisite total is given. In case of discrepancy between the unit rate and the total amount calculated from multiplication of unit rate and the quantity, the unit rate quoted will govern and the amount will be corrected.

11.1.2 The tenderers need not quote their rates for which no quantities have been given. In case the tenderers quote their rates for such items those rates will be ignored and will not be considered during execution.

11.1.3 The tenderers should not change the units as specified in the tender. If any unit is changed the tenders would be evaluated as per the original unit and the contractor would be paid accordingly.

The tenderer should not change or modify or delete the description of the item. If any discrepancy is observed he should immediately bring it to the knowledge of the Architect / Bank.

11.1.4 Each page of the BOQ shall be signed by the authorized person and cutting or overwriting shall be duly attested by him.

11.1.5 Each page shall be totalled and the grand total shall be given.

11.1.6 The rate quoted shall be firm and shall include all costs, allowances, taxes, vat, levies etc. but excluding Service Tax which will be paid separately to the contractors on submission of bill / documents for onward payment to the Govt. Service Tax Department.

ARCHITECT- DESIGN CONSULTANTS

FORM OF TENDER (To be filled up by the Tenderer)**The Vice President & Circle Head**

SBI - IMS Pvt. Ltd., Circle Office Kolkata,
Samriddhi Bhawan , Block-D, 9th Floor,
1, Strand Road , Kolkata - 700 001

Dear Sir,

Re _____ :

1. I / We refer to the tender notice issued by your Architects M/s. Design Consultants on your behalf for **Electrical Works for Premises Development of SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033 .** Details of tenders are as under :-
2. I / We do hereby offer to perform, provide, execute, complete and maintain the works in conformity with the drawings, conditions of contract, specifications, bill of quantities for the sum of Rs. _____ at the respective rates quoted in the bill of quantities.
3. I / We have satisfied myself / ourselves as to the site conditions, examined the drawings and all aspects of the tender conditions. Subject to above, I / We do hereby agree, should this tender be accepted in whole or in part, to :
 - (a) Abide by and fulfil all the terms and provisions of the said conditions annexed here to ;
 - (b) **Complete the works within 2 (Two) months,** as per the work programme enclosed with the tender in two or three shifts if considered necessary by the Owner / Architects at no extra cost to the Owner.
4. I / We deposited the earnest money of Rs. _____ (Rupees _____ only) in the form of Bank Draft / Pay Order / Banker's Cheque I / We note, will not bear any interest and is liable for forfeiture :
 - (i) If our offer is withdrawn within the validity period of acceptance.
Or
 - (ii) If the Contract is not executed within 30 days from the date of receipt of the letter of acceptance.
Or
 - (iii) If the work is not commenced within 15 days after issue of work order or from the date of handing over of site whichever is later.

5. I / We understand that you are not bound to accept the lowest or any tender you receive.

6. Name of Partners / Directors of our Firm :

(i)

(ii)

(iii)

(iv)

Yours faithfully

Signature _____

Name of Partner / Director of the firm authorized to
Sign or Name of person having power of attorney to
Sign the contract (Certified true copy of Power of
Attorney should be attached)

Designation

Signature and address of witness

(a) Signature : _____

Name : _____

Address : _____

(b) Signature : _____

Name : _____

Address : _____

ARTICLES OF AGREEMENT

(On Non-Judicial Stamp Paper of Rs. 100.00)

ARTICLES OF AGREEMENT made this _____ day of _____ Two thousand _____ between the **State Bank of India , Local head Office , Kolkata , Premises & Estate Deptt. Samriddhi Bhavan, Block - B , 1, Strand Road , Kolkata – 700 001**, (hereinafter referred to as “the OWNER ”) which expression shall include its successor or successors and assigns) of the ONE PART through the authorized officer Shri _____ (Designation)

AND

M/s. _____ having its registered office at _____ (therein after referred to as the ‘CONTRACTOR’) of the OTHER PART. WHEREAS the OWNER is desirous of executing for **Electrical Works for Premises Development of SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033 .** (herein after called the ‘Works ’).

AND WHEREAS the Owner in order to effectively carry out the for **Electrical Works for Premises Development of SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033.** engaged **M/s. DESIGN CONSULTANTS**, a firm of Consultants, Architects, Engineers and Planners of 7/1, Russel Street, Kolkata – 700 071 (herein after referred to as The ARCHITECT / CONSULTANTS) to prepare Scheme plans, Detailed Drawings & specifications, description of work, to supervise the construction and to assist in concerned technical matters.

AND WHEREAS the Owner has caused the plans, drawings and specifications, priced schedule of quantities of the work to be executed for **Electrical Works for Premises Development of SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033** as per conditions of the contract and special conditions prepared with the assistance of the said Architect / Consultant subject to which the offer of the Contractor shall be accepted.

AND WHEREAS the tender of the Contractor for **Electrical Works for Premises Development of SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033 .**

WHEREAS the contractor has deposited with the Owner [**EMD Rs** /- + **ISD Rs.** /-] = **TOTAL Rs.** (Rupees) as security deposit for the due performance of the Agreement AND WHEREAS the Owner has issued work order therefore to the Contractor.

AND WHEREAS said drawings for **Electrical Works for Premises Development of SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033 .** inclusive of the specifications, priced schedule of quantities, conditions of contract and special conditions (hereinafter collectively referred to as the said condition) have been signed by the parties hereto and the contractor has agreed to execute the works upon and subject to the said conditions.

NOW IT IS HEREBY AGREED AS FOLLOWS :

1. In consideration of the payments to be made to the contractor as hereinafter provided the contractor shall upon and subject to the said conditions execute and complete the works shown upon the site drawings etc. and such further detailed drawings as may be furnished to the contractor by the said owner through the Architect as described in the said specifications and the said priced schedule of quantities.
2. The Owner will pay to the Contractor the sum of **Rs.** _____ (**Rupees** _____ only) (hereinafter called the contract sum) or such other sum become payable hereunder at the times and in the manner specified in the said conditions. However, the actual sum will be paid on the actual value of work done, irrespective of the contract sum.
3. The term ' THE ARCHITECT / CONSULTANT ' in the said conditions shall mean the said M/s. DESIGN CONSULTANTS and in the event of the said Architect / Consultant ceasing to be the Architect / consultant for the propose of this contract such other person as shall be nominated for the purpose by the Owner.
4. The plans, agreement and documents above mentioned shall form the basis of this contract and all disputes to be decided in the manner prescribed in the conditions attached hereto.
5. The said contract comprises for the executing **Electrical Works for Premises Development of SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033** , works as above mentioned, and all subsidiary works connected therewith within the same site as may be ordered to be done from time to time by the said Owner even though said works may not be shown on the drawings or described in the said specifications or the priced schedule of quantities.
6. Notwithstanding what are stated in the special condition, conditions of contract and hereinbefore stated the Owner through the Architect / Consultants reserves to himself the right to alter the drawings and nature of the work and of adding to or omitting any items of works form or of having portions of the same carried out departmentally or otherwise and such alterations or variations shall be carried out without prejudice to this contract.
7. The said conditions shall be read and be treated as forming part of this agreement and the parties hereto will respectively be bound thereby and to abide by and submit themselves to the conditions and stipulations and perform the same on their parts to be respectively observed and preferred.
8. Any dispute arising under this agreement shall be referred to the arbitration to a sole arbitrator appointed with consent of the Owner and the Contractor as indicated in the Articles of the General Conditions. The award of the arbitrator shall be final and binding on both parties.

IN WITNESS WHEREOF, the parties hereto executed these presents the day and year hereinabove written.

WITNESSEXECUTANTS

1.

1. OWNER

ARCHITECT- DESIGN CONSULTANTS

2.

1.

2. CONTRACTOR

2.

(Signature with Seal)

GENERAL CONDITIONS OF CONTRACT (G.C.C.)**1.0 Definitions :**

Contract means the documents forming the tender and the acceptance thereof and the formal agreement executed between **STATE BANK OF INDIA – LOCAL HEAD OFFICE, KOLKATA** (Client) and the Contractor, together with the documents referred therein including these conditions, the specifications, designs and instructions issued from time to time by Architects / Bank and all these documents taken together shall be deemed to form one contract and shall be complementary to one another.

1.1 In the contract the following expressions shall, unless the context otherwise requires, have the meaning hereby respectively assigned to them.

1.1.1 ' SBI ' shall mean **STATE BANK OF INDIA** (Client) having its Corporate Centre at State Bank Bhavan , Madam Cama Road , Mumbai – 400 021 and includes the Client's representatives successors and assigns.

' Architects / Consultants ' shall mean **M/s. DESIGN CONSULTANTS**, 7/1, Russel Street, Kolkata – 700 071.

1.1.2 ' Site Engineer ' shall mean an Engineer appointed by the Bank as their representative to give instructions to the contractors.

1.1.3 ' The Contractor ' shall mean the individual or firm or company whether incorporated or not undertaking the works and shall include legal personal representative of such individual or the composing the firm or company and the permitted assignees of such individual or firms of company.

The expression 'works' or 'work' shall mean the permanent or temporary work described in the ' Scope of Work ' and / or to be executed in accordance with the contract and includes materials, apparatus, equipment, temporary supports, fittings and things of all kinds to be provided the obligations of the contractor hereunder and work to be done by the contractor under the contract.

1.1.4 ' Engineer ' shall mean the representative of the Architect / Consultant.

1.1.5 ' Drawings ' shall mean the drawings prepared by the Architects and issued by the Engineer and referred to in the specifications and any modifications of such drawings as may be issued by the Engineer from time to time 'Contract value shall mean the value of the entire work as stipulated in the letter of acceptance of tender subject to such additions thereto or deductions there from as may be made under the provision herein after contained.

1.1.6 ' Specifications ' shall mean the specifications referred to in the tender and any modifications thereof as may time to time be furnished or approved by the Architect / Consultant 'Month' means calendar month.

1.1.7 ' Week ' means seven consecutive days.

1.1.8 ' Day ' means a calendar day beginning and ending at 0:00 hrs and 24 hrs respectively.

CLAUSE**1.0 TOTAL SECURITY DEPOSIT COMPRISE OF**

Earnest Money Deposit
Initial Security Deposit
Retention Money

(a) Earnest Money Deposit

The tenderer shall furnish **EMD of Rs. 22,000- [Rupees Twenty Two Thousand Only]** in the form of Bank Draft / Pay Order or Banker's Chq. drawn in favour of **State Bank of India Payable at Kolkata**. No tender shall be considered unless the EMD is so deposited in the required form. No interest shall be paid on this EMD. The EMD of the unsuccessful tenderer shall be refunded soon after the decision to award the contract is taken without interest. The EMD shall stand absolutely forfeited if the tenderer revokes his tender at any time the period when he is required to keep his tender open acceptance by the SBI or after it is accepted by the SBI the contractor falls to enter into a formal agreement or falls to pay the initial security deposit as stipulated or falls to commence the work within the stipulated time

(b) Initial Security Deposit (ISD)

The amount of ISD shall be **2% of accepted value of tender including the EMD** in the form of Demand Draft / Pay Order / Banker's Chq. drawn in drawn on any Nationalised Bank and **shall be deposited within 7 days from the date of acceptance of work-order.**

(c) Retention Money

Besides the ISD as deposited by the contractor in the above side manner the retention money shall be deducted from the running account bill at the rate of 10% of the gross value of work done by the contractor and claimed in each bill provided the total security deposit i.e., the ISD plus Retention Money shall both together not exceed 5% of the contract value. 50% of the total security deposit shall be refunded to the contractor without any interest on issue of Virtual Completion Certificate by the Architect / Consultants. The balance 50% of the total security deposit shall be refunded to the contractors without interest 15 days after the end of defects liability period provided the contractor has satisfactorily attended to all defects in accordance with the conditions of contract including site clearance.

2.0 Language

The language in which the contract documents shall be drawn shall be in English.

3.0 Errors, Omissions and Discrepancies

In case of errors, omission and / or disagreement between written and sealed dimensions on the drawings or between the drawings and specifications etc., the following order shall apply.

- (i) Between scaled and written dimension (or description) on a drawing the latter shall be adopted.
- (ii) Between the written or shown description or dimensions in the drawings and the corresponding one in the specification the former shall be taken as correct.
- (iii) Between written description of the item in the specifications and descriptions in bills of quantities of the same item, the latter shall be adopted.
- (iv) In case of difference between rates written in figures and words, the rate in words shall prevail.

- (v) Between the duplicate / subsequent copies of the tender, the original tender shall be taken as correct.

4.0 Scope of Work

The contractor shall carry out complete and maintain the said work in every respect is strictly accordance with this contract and with the directions of and to the satisfaction of the Bank to be communicated through the Architect / Consultants. The Architect / Consultant at the direction of the Bank from time to time issue further drawings and / or written instructions, details directions and explanations which are hereafter collectively referred to as Architect's / Consultant's instructions in regard to the variation or modification of the design, quality or quality of work or the addition or omission or substitution of any work. Any discrepancy in the drawings or between the BOQ and / or drawings and / or specifications. The removal from the site of any materials brought thereon by the contractor and any substitution of any other materials therefore the removal and / or re-execution of any work executed by him. The dismissal from the work of any person employed engaged there upon.

5.0 (i) Letter of Acceptance

With the validity period of the tender the Bank shall issue a letter of acceptance either directly or through the Architect by registered post or otherwise depositing at the address of the contractor as given in the tender to enter into a contract for the execution of the work as per the terms of the tender. **The letter of acceptance shall constitute a binding contract between the SBI and the Contractor.**

(ii) Contract Agreement

On receipt of intimation of the acceptance of work-order from the SBI / Architect the successful tenderer shall be bound to implement the contract and **within 10 days thereof he shall sign an agreement in a non-judicial stamp paper of appropriate value.**

6.0 Ownership of Drawings

All drawings, specifications and copies thereof furnished by the SBI through its Architect / Consultant are the properties of the SBI. They are not to be used on other work.

7.0 Detailed drawings and instructions

The SBI through its Architect / Consultants shall furnish with reasonable promptness additional instructions by means of drawings or otherwise necessary for the proper execution of the work. All such drawings and instructions shall be consistent with the contract documents, true developments thereof and reasonably inferable there from.

The work shall be executed in conformity therewith and the contractor prepare a detailed programme schedule indicating therein the date of start and completion of various activities on receipt of the work order and submit the same to the SBI through the Architect / Consultant for approval.

8.0 Copies of Agreement

Two copies of agreement duly signed by both the parties with the drawings shall be handed over to the contractors.

9.0 Liquidated Damages

If the contractor fails to maintain the required progress in terms of Clause 7 and 30 of GCC or to complete the work and clear the site including vacating their office on or before the contracted or extended date or completion without justification in support of the cause of delay, he may be called upon without prejudice to any other right of remedy available under the law to the SBI on account of such breach to pay **a liquidated damages at the rate of 0.5% of the contract value per week subject to a maximum of 5% of the contract value.**

10.0 Materials, Appliances and Employees

Unless or otherwise specified the contractor shall provide and pay for all materials, labour, water, power, tools, equipment transportation and any other facilities that are required for the satisfactory execution and completion of the work. Unless or otherwise specified all materials shall be new and both workmanship and materials shall be best quality. The contractor shall at all times enforce strict discipline and good order among his employees and shall not employ on the work any unfit person or anyone not skilled in the work assigned to him. Workman whose work or behaviour is found to be unsatisfactory by the SBI / Architect / Consultant he shall be removed from the site immediately.

11.0 Permits, Laws and Regulations

Permits and Licenses required for the execution of the work shall be obtained by the contractor at his own expenses. The contractor shall give notices and comply with the regulations, laws, ordinances rules, applicable to the contractor. If the contractor observes any discrepancy between the drawings and specifications, he shall promptly notify the SBI in writing under intimation of the Architect / Consultant. If the contractor performs any act which is against the law, rules and regulations he shall meet all the costs arising there from and shall indemnify the SBI any legal actions arising there from.

12.0 Setting out Work

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 Architect / Consultant before proceeding with the work. If at any time any error in this respect shall appear during the progress with the work, irrespective of the fact that the layout had been approved by the Architect / Consultant 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.

13.0 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, except due to causes beyond his control and due to his fault or negligence.

He shall take adequate care and steps for protection of the adjacent properties. The contractor shall take all precautions for safety and protection of his employees on the works and shall comply with all applicable provisions of Govt. and local bodies safety laws and building codes to prevent accidents, or injuries to persons or property of about or adjacent to his place of work.

The contractor shall take insurance covers as per clause 26.0 at his own cost. The policy may taken in joint names of the contractors and the SBI and the original policy may be lodged with the SBI.

14.0 Inspection of Work

The SBI / Architect / 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 to the SBI / Architect / Consultant and their representatives necessary for inspection and examination and test of the materials and workmanship. No person unless authorized by the SBI / Architect / Consultant except the representative of public authorities shall be allowed on the work at any time. The proposed work either during its construction stage or its completion can also be inspected by the Chief Technical Examiner's organization a wing of Central Vigilance Commission.

15.0 Assignment and Subletting

The whole of work included in the contract shall be executed by the contractor and he shall not directly entrust and engage or indirectly transfer assign or underlet the contract or any part or share thereof or interest therein without the written consent of the SBI through the architect and no undertaken shall receive the contractor from the responsibility of the contractor from active superintendence of the work during its progress.

16.0 Quality of Materials, Workmanship & Test

- (i) All materials and workmanship shall be best of the respective kinds described in the contract and in accordance with Architect / Consultant instructions and shall be subject from time to time to such tests as the Architect / 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 normally required for examining measuring sampling and testing any material or part of the work before incorporation in the work for testing as may be selected and required by the Architect / Consultant.

- (ii) Samples

All samples of adequate numbers, size, shades & pattern as per specifications shall be supplied by the Contractor without any extra charges. If certain items proposed to be used are of such nature that samples cannot be presented or prepared at the site detailed literature / test certificate of the same shall be provided to the satisfaction of the Architect / Consultant. Before submitting the sample / literature the contractor shall satisfy himself the material / equipment for which he is submitting the samples / literature meet with the requirement of tender specification. Only when the samples are approved in writing by the Architect / Consultant the contractor shall proceed with the procurement and installation of the particular material / equipment. The approved samples shall be signed by the Architect / Consultant for identification and shall be kept on record at site office until the completion of the work for inspection / comparison at any time. The Architect / Consultant shall take reasonable time to approve the sample.

Any delay that might occur in approving the samples for reasons of its not meeting the specifications or other discrepancies inadequacy in furnishing samples of best qualities from various manufacturers and such other aspects causing delay on the approval of the materials / equipments etc. shall be the account of the contractor.

- (iii) Cost of Tests

The cost of making any test shall be borne by the contractor if such test is intended by provided for in the specification or BOQ.

- (iv) Costs of tests not provided for

If any test is ordered by the Architect / Consultant which is either

- (a) If so intended by or provided for or (in the cases above mentioned) is not so particularized or though so intended or provided for but ordered by the Architect / Consultant to be carried out by an independent person at any place other than the site or the place of manufacture or fabrication of the materials tested or any Government / approved laboratory, then the cost of such test shall be borne by the contractor.

17.0 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 fulfilment of contract.

18.0 Contractor's superintendence

The contractor shall give necessary personal superintendence during the execution of the works and as long, thereafter, as the Architect / Consultant may consider necessary until the expiry of the defects liability period, stated hereto.

19.0 Quantities

- (i) The bill of quantities (BOQ) unless or otherwise stated shall be deemed to have been prepared in accordance with the Indian Standard Method of Measurements and quantities. The rate quoted shall remain valid for variation of quantity against individual item to any extent subject to maximum variation of the contract value by 25%. All the amount paid under Clause 20 and 21 hereof as well as amounts of prime cost and provisional sums, if any, shall be executed.
- (ii) Variation exceeding 25% : The items of work executed in relation to variation exceeding 25% shall be paid on the basis of provisions of clause 22 (e) hereof.

20.0 Works to be measured

The Architect / 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 Architect in taking such measurements and calculation and to furnish all particulars or to give all assistance required by any of them. Such measurements shall be taken in accordance with the Mode of measurements detailed in the specifications. The representative of the Architect / Consultant shall take joint measurements with the contractor's representative and the measurements shall be entered in the measurement book. The contractor or his authorized representative shall recorded in token of his acceptance. All the corrections shall be duly attested by both representatives.

No over writings shall be made in the Measurement Book should the contractor not attend or neglect or omit to depute his representative to take measurements then the measurements recorded by the representative of the Architect / Consultant shall be final. All authorized extra work, omissions and all variations made shall be included in such measurements.

21.0 Variations

No alteration, omission or variation ordered in writing by the Architect / Consultant shall vitiate the contract. In case the SBI / Architect / Consultant thinks proper at any time during the progress of works to make any alteration in, or additions to or omission from the works or any alteration in the kind or quality of the materials to be used therein, the Architect / Consultant shall give notice thereof in writing to the contractor or shall confirm in writing within seven days of giving such oral instruction the contractor shall after to add to omit from as the case may be in accordance with such notice but the contractor do any work extra to or make any alteration or additions to or omissions from the works any deviation from any of the provision of the contract, stipulations, specifications contract drawings without previous consent in writing of the Architect / Consultants and value of such extras, alterations, additions or omissions shall in all cases be determined the Architect / Consultant and the same shall be added to or deducted from the contract value as the case may be.

22.0 Valuation of Variations

No claim for an extra shall be allowed unless it shall have been executed under it authority of the Architect / Consultant with the concurrence of the SBI as herein mentioned. Any such extra is herein referred to as authorized extra and shall be made in accordance with the following provisions.

- (a) (i) The net rates or prices in the contract shall determine the valuation of the extra work where such extra work is of similar character and executed under similar conditions as the work priced herein.
- (ii) Rates for all items, wherever possible should be derived out of the rates give in the priced BOQ.

- (b) The net prices of the original tender shall determine the value of the items omitted provided if omissions do not vary the conditions under which any remaining items of works are carried out, otherwise the prices for the same shall be valued under such clause (c) hereunder.
- (c) Where the extra works are not of similar character and / or executed under similar conditions as aforesaid or where the omissions vary the conditions under which and remaining items or works are carried out, then the contractor shall within 7 days of the receipt of the letter of acceptance inform the Architect / Consultant of the rate which he intends to charge for such items of work, duly supported by analysis of the rate or rates claimed and the Architect / Consultant shall fix such rate or prices as if the circumstances in his opinion are reasonable and proper, based on the market rate.
- (d) Where extra work cannot be properly measured or valued the contractor shall be allowed day work prices at the net rates stated in the tender of the BOQ or, if not, so stated then in accordance with the local day work rates and wages for the district provided that in either case, vouchers specifying the daily time (and if required by the Architect / Consultant) the workman's name and materials employed be delivered for verifications to the Architect / Consultant at or before the end of the week following that in which the work has been executed.
- (e) It is further clarified that for all such authorized extra item where rates cannot be derived from the tender, the contractor shall submit rates duly supported by rate analysis worked on the "market rate basis" for material, labour, hire / running charges of equipment and wastages etc. plus 15% towards establishment charges, contractor's overheads and profit such items shall not be eligible for escalation.

23.0 **Final Measurement**

The measurement and valuation in respect of the contract shall be completed within 6 months of the virtual completion of the work.

24.0 **Virtual Completion Certificate (V C C)**

On successful completion of entire works covered by the contract to the full satisfaction of the SBI, the contractor shall ensure that the following works have been completed to the satisfaction of the SBI.

- (a) Clear the site of all scaffolding, wiring, pipes, surplus materials, contractor's labour, equipment and machinery.
- (b) Demolish, dismantle and remove the contractor's site office, temporary works, structures including labour sheds / camps and constructions and other items and things whatsoever brought upon or erected at the site or any land allotted to the contractor by the SBI and not incorporated in the permanent works.
- (c) Remove all rubbish, debris etc. from the site and the land allotted to the contractor by the SBI and shall clear, level and dress, compact the site as required by the SBI.
- (d) Shall put the SBI in undisputed custody and possession of the site and all land allotted by the SBI.
- (e) Shall hand over the work in a peaceful manner to the SBI.
- (f) All defects / imperfections have been attended and rectified as pointed out by the SBI to the full satisfaction of SBI.

Upon the satisfactory fulfilment by the contractor as stated above, the contractor shall be entitled to apply to the Architect / Consultant is satisfied of the completion of work. Relative to which the completion certificate has been sought, the Architect / Consultant shall within 14 days of the receipt of the application for virtual completion certificate, issue a VCC in respect of the work for which the VCC has been applied.

The issuance of a VCC shall be without prejudice to the SBI's rights and contractor's liabilities under the contract including the contractor's liability for defects liability period nor shall be issuance of VCC in respect of the works or work at any site be construed as a waiver of the right or claim of the SBI against the contractor in respect of works or work at the site and in respect of which the VCC has been issued.

25.0 Work by other Agencies

The SBI / Architect / Consultant reserves the rights to use premises and any portion of the site for execution of any work not included in the scope of this contract which it may desire to have carried out by other persons simultaneously and the contractor shall not only allow but also extend reasonable facilities for the execution of such work.

The contractor however shall not be required to provided any plant or material for the execution of such work except by special arrangement with the SBI. Such work shall be carried out in such manners not to impede the progress of the works included in the contract.

26.0 Insurance of Works

26.1 Without limiting his obligations and responsibilities under the contract the contractor shall insure in the joint names of the SBI and the contractor against all loss of damages from whatever cause arising other than the except risks, for which he is responsible under the terms of contract and in such manner that the SBI and contractor are covered for the period stipulated 1 Clause of GCC and are also covered during the period of maintenance for loss or damage arising from a cause, occurring prior to the commencement of the period of maintenance and for any loss or damage occasioned by the contractor in the course of any operations carried out by him for the purpose of complying with his obligations under clause.

- (a) The works for the time being executed to the estimated current contract value thereof, or such additional sum as may be specified together with the materials for incorporation in the works at their replacement value.
- (b) The constructional plant and other things brought on to the site by the contractor to the replacement value of such constructional plant and other things.
- (c) Such insurance shall be effected with an insurer and in terms approved by the SBI which approval shall not be unreasonably withheld and the contractor shall whenever required produce to the Architect / Consultant the policy of insurance and the receipts for payment of the current premiums.
- (d) Submitted original “ **Contractor's All Risk Insurance Policy** ” and “ **Workmen's Compensation (General) Policy** . ”

26.2 Damage to persons and property

The contractor shall except if and so far as the contract provides otherwise indemnify the SBI against all losses and claims in respect of injuries or damages to any person or material or physical damage to any property whatsoever which may arise out of or in consequence of the execution and maintenance of the works and against all claims proceedings, damages, costs, charges and expenses whatsoever in respect of or in relation thereto except any compensation of damages for or with respect of or in relation thereto except any compensation of damages for or with respect to :

- (a) The permanent use or occupation of land by or any part thereof.
- (b) The right of SBI to execute the works or any part thereof, on, over, under, in or through any lands.

- (c) Inquiries or damages to persons or properties which are unavoidable result of the execution or maintenance of the works in accordance with the contract.
- (d) Injuries or damage to persons or property resulting from any act or neglect of the SBI their agents, employees or other contractors not being employed by the contractor or for or in respect of any claims, proceedings, damages, costs, charges and expenses in respect thereof or in relation thereto or where the injury or damages was contribute to by the contractor, his servants or agents such part of the compensation as may be just and equitable having regard to the extent of the responsibility of the SBI, their employees or agents or other employees or agents or other contractors for the damage or injury.

26.3 Contractor to indemnify SBI

The contractor shall indemnify the SBI against all claims, proceedings, damages, costs, charges and expenses in respect of the matters referred to in provision sub-clause 26.2 of this clause.

26.4 Contractor's superintendence

The contractor shall fully indemnify and keep indemnified the SBI against any action, claim or proceeding relating to infringement or use of any patent or design or any alleged patent or design rights and shall pay any royalties which may be payable in respect of any articles or part thereof included in the contract. In the event of any claim made under or action brought against SBI in respect of such matters as aforesaid the contractor shall be immediately notified thereof and the contractor shall be at his own expenses to settle any dispute or to conduct any litigation that may arise there from provided that the contractor shall not be liable to indemnify the SBI if the infringement of the patent or design or any alleged patent or design right is the direct result of an order passed by the Architect / Consultant in this behalf.

26.5 Third Party Insurance [Contractor's All Risk Insurance Policy]

- 26.5.1 Before commencing the execution of the work by the contractor but without limiting his obligations and responsibilities under **Clause 26.0 of GCC** shall insure against his liability for any materials or physical damage, loss or injury which may occur to any property including that of SBI or to any person, including any employee of the SBI, by or arising out of the execution of the works or in the carrying out of the contract, otherwise than due to the matters referred to in the provision to Clause 26.0 thereof.

26.5.2 Minimum Amount of Third Party Insurance

Such insurance shall be effected with an insure and in terms approved by the SBI which approval shall not be reasonably with held and for at least the amount stated below. The contractor shall however required, produce to the Architect / Consultant the policy or policies of insurance cover and receipts for payment of the current premiums.

- 26.5.3 The minimum insurance cover for physical property, injury and death is **Rs. 5.0 (Five) Lacs** per occurrence with the number of occurrences limited to four. After such occurrence contractor will pay additional premium necessary valid for four occurrences always.

26.6 Accident or injury to Workmen [Workmen's Compensation (General) Policy]

- 26.6.1 The SBI shall not be liable for or in respect of any damages or compensation payable at law in respect or in consequence of any accident or injury to any workmen or other person in the employment of the contractor or any sub-contractor save and except an accident or injury resulting from any act or default of the SBI or their agents or employees. The contractor shall indemnify and keep indemnified SBI against all such damages and compensation, save and except as aforesaid and against all claims, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

26.6.2 Insurance against accidents etc. to workmen

The contractor shall insure against liability with an insurer approved by the SBI during the whole of the time that any persons are employed by him on the works and shall when required, produce to the Architect / Consultant such policy of insurance and receipt for payment of the current premium.

Provided always that, in respect of any persons employed by any sub-contractor the contractor's obligation to insure as aforesaid under this sub-clause shall be satisfied if the sub-contractor shall have insured against the liability in respect of such persons in such manner that SBI is indemnified under the policy but the contractor shall require such sub-contractor to produce to the Architect / Consultant when such policy of insurance and the receipt for the payment of the current premium.

1) **Car Policy**

2) **Labour Policy**

26.6.3 **Remedy on Contractor's failure to insure**

If the contractor fails to effect and keep in force the insurance referred to above or any other insurance which he may be required to effect under the terms of contract, they and in any such case the SBI may effect and keep in force any such insurance and pay such premium or premiums as may be necessary for the purpose and from time to time deduct the amount so paid by the SBI as aforesaid from any amount due or which may become due to the contractor, or recover the same as debt from the contractor.

26.6.4 Without prejudice to the others rights of the SBI against contractors. In respect of such default, the employer shall be entitled to deduct from any sums payable to the contractor the amount of any damages costs, charges and other expenses paid by the SBI and which are payable by the contractors under this clause. The contractor shall upon settlement by the insurer of any claim made against the insurer pursuant to policy taken under this clause proceed with due diligence to rebuild or repaid the works destroyed or damaged. In this event all the monies received from the insurer in respect of such damage shall be paid to the contractor and the contractor shall not be entitled to any further payment in respect of the expenditure incurred for rebuilding or repairing of the materials or goods destroyed or damaged.

27.0 **Commencement of Works**

The date of commencement of the work will be reckoned as the date of handing over site or **5 days from the date of issue of work-order of acceptance of the letter by the Contractor whichever is later.**

28.0 **Time for Completion**

Time is the essence of the contract and shall be strictly observed by the Contractor. **The entire work shall be completed within a period 2 (Two) Months from the date of commencement.** If required in the contract or as directed by the Architect / Consultant. The contractor shall complete certain portions of work before completion of the entire work. However the completion date shall be reckoned as the date by which the whole work is completed as per the terms of the contract.

29.0 **Extension of Time**

If in the opinion of the Architect / Consultant the work to be delayed for reasons beyond the control of the contractor, the Architect / Consultant may submit a recommendation to the SBI to grant a fair and reasonable extension of time for completion of work as per the terms of contract. If the contractor needs an extension of time for the completion of work or if the completion of work is likely to be delayed for any reasons beyond the due date of completion as stipulated in the contract, the contractor shall apply to the SBI through the Architect / Consultant in writing at least 30 days before the expiry of the scheduled time and while applying for extension of time he shall furnish the reasons in detail and his justification if any for the delays. The Architect / Consultant shall submit their recommendations to the SBI in the prescribed format for granting extension of time. While granting extension of time the contractor shall be informed the period extended time which will qualify for levy for liquidated damages. For the balance period in excess of original stipulated period and duly sanction extension of time by the SBI the provision of liquidated

damages as stated under Clause 9.0 shall become applicable. Further contract shall remain in force even for the period beyond the due date of completion irrespective whether the extension is granted or not.

30.0 Rate of Progress

Whole of the materials, plant and labour to be provided by the contractor and the mode manner and speed of execution and maintenance of the works are to be of a kind and conducted in a manner to the satisfaction of the Architect / Consultant. Should the rate of progress of the work or any part thereof be at any time be in the opinion of the Architect / Consultant too slow to ensure the completion of the whole of the work by the prescribed time or extended time for completion, the Architect / Consultant shall thereupon take such steps as considered necessary by the Architect / Consultant to expedite progress so as to complete the works by the prescribed time or extended time. Such communications from the Architect / Consultant neither shall relieve the contractor from fulfilling obligations under the contract nor he will be entitled to raise any claims arising out of such directions.

31.0 Work during nights and holidays

Subject to any provision to the contrary contained in the contract no permanent work shall save as herein provided be carried on during the night or on holidays without the permission in writing of the Architect / Consultant when the work is unavoidable or absolutely necessary for the saving of life or property or for the safety of the work in which case the contractor shall immediately advise the Architect / Consultant. However, the provision of the clause shall not be applicable in the case of any work which becomes essential to carry by rotary or double shifts in order to achieve the progress and quality of the part of the works being technically required / continued with the prior approval of the Architect / Consultant at no extra cost to the SBI.

All work at night after obtaining approval from competent authorities shall be carried out without unreasonable noise and disturbance.

32.0 No compensation or restrictions of work

If at any time after acceptance of the tender SBI shall decide to abandon or reduce the scope of work for any reason whatsoever and hence not required the whole or any part the work to be carried out. The Architect / Consultant shall give notice in writing to the effect to the contractor and the contractor shall act accordingly.

In the matter the contractor shall have not claim to any payment of compensation or otherwise whatsoever on account of any profit or advantage which he might have derived from the execution of the work fully but which he did not derive in consequence of the foreclosure of the whole or part of the work.

Provided that the contractor shall be paid the charges on the cartage only of materials actually and bonafide brought to the site of the work by the contractor and rendered surplus as a result of the abandonment, curtailment of the work or any portion thereof and then taken back by the contractor, provided however that the Architect / Consultant shall have in such cases the option of taking over all or any such materials at their purchase price or a local current rate whichever is less.

In case of such stores having been issued from SBI stores and returned by the contractor to stores, credit shall be given to him at the rates not exceeding those at which were originally issued to the contractor after taking into consideration and deduction for claim on account of any deterioration or damage while in the custody of the contractor and this respect the decision of Architect / Consultant shall be final.

33.0 Suspension of Work

- (i) The contractor shall on receipt of the order in writing of the Architect / Consultant (whose decision shall be final and binding on the contractor) suspend the progress of works or any part thereof for such time and in such manner as Architect / Consultant may consider necessary so as not cause any damage or injury to the work already done or endanger the safety thereof for any of following reasons.

- (a) On account any default on the part of the contractor, or
- (b) For proper execution of the works or part thereof for reasons other than the default of the contractor, or
- (c) For safety of the works or part thereof.

The contractor shall during such suspension properly protect and secure the works to the extent necessary and carry out the instructions given in that behalf by the Architect / Consultant.

- (ii) If the suspension is ordered for reasons (b) and (c) in sub-para (i) above.

The contractor shall be entitled to an extension of time equal to the period of even such suspension. No compensation whatsoever shall be paid on this account.

34.0 Action when the whole security deposit is forfeited

In any case in which under any clause of this contract, the contractor shall have rendered himself liable to pay compensation amounting to the whole of his security deposit the Architect / Consultant shall have the power to adopt any of the following course as they may deem best suited to the interest of the SBI.

- (a) To rescind the contractor (of which rescission notice in writing to the contractor by the Architect / Consultant shall be conclusive evidence) and in which case the security deposit of the contractor shall be forfeited and be absolutely at the disposal of SBI.
- (b) To employ labour paid by the SBI and to supply materials to carry out the work, or any part of the work, debiting the contractor with the cost of the labour and materials (the cost of such labour and materials as worked out by the Architect / Consultant shall be final and conclusive against the Contractor) and crediting him with the value of the work done, in all respects in the same manner and at the same rates if it had been carried out by the contractor under the terms of this contract the certificate of Architect / Consultant as to the value of work done shall be final and conclusive against the contractor.
- (c) To measure up the work of the contractor, and to take such part thereof as shall be unexecuted out of his hands and to give it to another contractor to complete in which case any expenses which may be incurred in excess of the sum which would have been paid to the original contractor, if the whole work had been executed by him (of the amount of which excess the certificates in writing of the Architect / Consultant shall be final and conclusive) shall be borne by original contractor and may be deducted from any money due to him by SBI under the contract or otherwise or from his security deposit or the proceeds of sale thereof, or sufficient part thereof.

In the event of any of above courses being adopted by the SBI the contractor shall have no claim to compensation for any loss sustained by him by reasons of his having purchased or procured any material or entered into any engagements or make any advances on account of, or with a view to the execution of the work or the performance of the contract and in case the contract shall be rescind under the provision aforesaid, the contractor shall not be entitled to recover or to be paid any sum or any work thereto for actually performed under this contract, unless, and until the Architect / Consultant will have certified in writing the performance of such work and the value payable in respect thereof and he shall only be entitled to be paid the value so certified.

35.0 Owner's Right to Terminate the Contract

If the contractor being an individual or a firm commit any 'Act of Insolvency' or shall be adjusted an insolvent or being an incorporated company shall have an order for compulsory winding up voluntarily or subject to the supervision of Govt. and of the Official Assignee of the liquidator in such acts of insolvency or winding up shall be unable within 7 days after notice to him to do so to show to the reasonable

satisfaction of the Architect / Consultant that he is able to carry out and fulfil the contract and to give security therefore if so required by the Architect / Consultant.

Or if the contractor (whether an individual firm or incorporated Company) shall suffer execution to be issued or shall suffer any payment under this contract to be attached by or on behalf of any of the creditors of the contractor.

Or shall assign or sublet his contract without the consent in writing of the SBI through the Architect / Consultant or shall charge or encumber this contract or any payment due to which may become due to the contractor there under :

- (a) has abandoned the contract; or
- (b) has failed to commence the works, or has without any lawful excuse under these conditions suspended the progress of the works for 15 days after receiving from the SBI through the Architect / Consultant written notice to proceed , or
- (c) has failed to proceed with the works with such diligence and failed to make such due progress as would enable the works to be completed with in the time agreed upon, or has failed to remove the materials from the site or to pull down and replace work within seven days after written notice from the SBI through the Architect / Consultant that the said materials were condemned and rejected by the Architect / Consultant under these conditions ; or has neglected or failed persistently to observe and perform all or any of the acts, matters or things by this contract to be observed and performed by the contractor for seven days after written notice shall have been given to the contractor to observe or perform the same or has to the detriment of good workmanship or in defiance of the SBI's or Architect's / Consultant's instructions to the contrary subject any part of the contract.

Then and in any of said cases the SBI and or the Architect / Consultant, may not withstanding any previous waiver, after giving seven days notice in writing to the contractor, determine the contract, but without thereby affecting the powers of the SBI or the Architect / Consultant or the obligation and liabilities of the contractor the whole of which shall continue in force as fully as if the contract had not been so determined and as if the works subsequently had been executed by or on behalf of the contractor.

And further the SBI through the Architect / Consultant their agents or employees may enter upon and take possession of the work and all plants, tools, scaffoldings, materials, sheds, machineries lying upon the premises or on the adjoining lands or Roads use the same by means of their own employees or workmen in carrying on and completing the work or by engaging any other contractors or persons to complete the work and the contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractor or other persons employed for completing and finishing or using the materials and plant for the works.

When the works shall be completed or as soon thereafter as convenient the SBI or the Architect / Consultant shall give a notice in writing to the contractor to remove his surplus materials and plants and should the contractor fail to do so within 15 days after receipt thereof by him the SBI sell the same by public auction after due publication, and shall adjust the amount realized by such auction. The contractor shall have no right to question any of the act of the SBI incidental to the same of the materials etc.

36.0 Certificate of Payment

The contractor shall be entitled under the certificates to be issued by the Architect / Consultant to the contractor within 10 working days from the date of Certificate to the payment from SBI from time to time. The SBI shall recover the statutory recoveries other dues including the retention amount from the certificate of payment.

Provided always that the issue of any certificate by the Architect / Consultant during the progress of works or completion shall not have effect as certificate of satisfaction or relieve the contractor from his liability under clause.

The Architect / Consultant shall have power to withhold the certificate if the work or any part thereof is not carried out to their satisfaction.

The Architect / Consultant may by any certificate make any corrections required in previous certificate.

The SBI shall modify the certificate of payment as issued by the Architect / Consultant from time to time while making the payment.

The contractor shall submit interim bills only after taking actual measurements and properly recorded in the Measurement Books / Sheets.

The Contractor shall not submit interim bills when the approximate value of the work done by him is **less than Rs. 10.85 Lacs and the minimum interval between two such bills shall be one month.**

The amount stated in an interim certificate shall be the total value of work properly executed and approx 75% of invoiced / assessed value of material brought to site for permanent incorporation into the work up to the date of the bill less the amount to be retained by the Owner as retention money vide Clause 1.c) of these conditions and less instalments previously paid under these conditions provided that they are of a durable / non-fragile nature.

The materials against which secured advance will be considered are steel and cement and its manufacturer items, timber frame, door shutters, steel windows, paints, bricks, stone chips / gravels, pipes and fittings, aluminium doors and windows, while making secured advance payment against steel, theoretical quality of steel consumed in the work plus 5% of the consumed quantity towards wastage will be deducted from the steel quantity brought to the site in arriving at the new quantity for payment of secured advance.

The materials to be considered for secured advance shall only include the value of the said material and goods as and from such time as they are reasonably, properly and not prematurely brought to or placed adjacent to the work and then only if adequately protected against weather or other casualties, provided also materials are considered acceptable by the Site Engineer / Architects. An indemnity bond is to be submitted in an appropriate format whenever Secured Advance against materials are paid for.

The final bill may be submitted by contractor within a period of one month from the date of virtual completion and Architect / Consultant shall issue the certificate of payment within a period of two months. The SBI shall pay the amount within a period of three months from the date of issue of certificate provided there is not dispute in respect of rates and quantities.

The contractor shall submit the interim bills in the prescribed format with all details.

37.0 Settlement of Disputes and Arbitration

Except where otherwise provided in the contract all questions and disputes relating to meaning of the specifications, designs, drawings and instructions herein before mention and as to the quality of workmanship of materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract designs, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the work or the execution or failure to execute same whether arising during the progress of the work or after the cancellation, termination completion or abandonment thereof shall be dealt with as mentioned hereinafter.

If the contractor considers that he is entitled to any extra payment or compensation in respect of the works over and above the amounts admitted as payable by the Architect or in case the contractor wants to dispute the validity of any deduction or recoveries made or proposed to be made from the contract or raise any dispute, the contractor shall forthwith give notice in writing of his claim, or dispute to the Asst. Mgr. Gen. (P & E), SBI – Local Head Office , Kolkata, Samriddhi Bhavan , 1, Strand Road,

ARCHITECT- DESIGN CONSULTANTS

Kolkata – 700 001, and endorsed a copy of the same to the Architect within 30 days from the date of disallowance thereof or the date of deduction or recovery.

The said notice shall give full particulars of the claim, grounds on which it is based and detailed calculations of the amount claimed and the contractor shall not be entitled to raise any claim nor shall the Bank be in any way liable in respect of any claim by the contractor unless notice of such claim shall have been given by the contractor to The AGM (P&E) in the manner and within the time as aforesaid. The contractor shall be deemed to have waived and extinguished all his rights in respect of any claim not notified to the Asst. Mgr. Gen. (P & E), in writing in the manner and within the time aforesaid.

Asst. General Manager shall give his decision in writing on the claims notified by the contractor. The contractor may within 30 days of the receipt of the decision of the Gen. Mgr. submit his claims to the conciliating authority namely Asst. Mgr. Gen. (P & E), SBI – Local Head Office , Kolkata, Samriddhi Bhavan , 1, Strand Road, Kolkata – 700 001, for conciliation and with all details and copies of correspondence exchanged between him and Gen. Mgr.

If the conciliation proceedings are terminated without settlement of the disputes, the contractor shall within a period of 30 days of termination thereof shall give a notice to the concerned Chief Manager (Admn.) of the Bank for appointment of the arbitrator to adjudicate the notified claims failing which the claims of an contractor shall be deemed to have been considered absolutely barred and waived.

Except where the decision has become final, binding and conclusive in terms of contract, all disputes or differences arising out of the notified claims of the contractor as aforesaid and all claims of the Bank shall be referred for adjudication through arbitration by the Sole Arbitrator appointed by the Gen. Mgr. It will also be no objection to any such appointment that the Arbitrator so appointed is a Bank officer and that he had to deal with the matters to which the Contract relates in the course of his duties as Bank Officer. 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 in the manner aforesaid by the said AGM (P&E) Such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.

It is a term of this contract that the party invoking arbitration shall give a list of disputes with amounts claimed in respect of each dispute along with the notice for appointment of arbitrator.

It is also a term of this contract that no person other than a person appointed by such Asst. Gen., Mgr. (P & E) as aforesaid should act as arbitrator.

The conciliation and arbitrator shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act 1996 or any statutory modification or re-enactment thereof and the rules made there under.

It is also a term of the contract that, if any, fees are payable to the arbitrator these shall be paid equally by both the parties. However, no fees will be payable to the arbitrator if he is a Bank Officer.

It is also a term of the contract that the arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims. The venue of the arbitration shall be such place as may be fixed by the arbitrator in his sole discretion. The fees if any, of the arbitrator shall, if required to be paid before the award is made and published be paid half and half by each of the parties. The cost of the reference and of the award (including the fees, if any of the arbitrator) shall be in the discretion of the arbitrator who may direct to any by whom and in what manner, such costs or any part thereof shall be paid and fix or settle the amount of costs to be so paid.

38.0 Water Supply

The rates quoted by the contractor includes all expenditure for providing water for the works including that for the work people and all staff at site. However, the contractor may be allowed to use the existing source at the site for which recovery @ **0.5% of the contract value will be recovered from his bills**. The arrangement for distribution will be contractor's responsibility. But in no way Bank will be held responsible for continuous supply of water.

ARCHITECT- DESIGN CONSULTANTS

39.0 Power Supply

Contractor shall have to arrange for D.G. set at his own cost, risk and responsibility to carry out the work at site whenever required for and asked by the Bank / Architect.

The contractor shall at his own cost arrange for necessary power for the work and lighting for the entire period of contract. However, Bank may provide power from their existing source at site on providing suitable electric meter approved by Bank / Architect. Bank will recover from the contractor the power consumed as per prevailing rate from time to time from their running bills / final bill. If electric meter is not arranged by the contractor recovery **@ 0.5% of the contract value will be recovered from his bills**. But in no way Bank will be held responsible for continuous supply of electricity. For more see clause 10.0 of 'SPECIAL CONDITIONS OF CONTRACT'

40.0 Treasure Trove etc.

Any treasure trove, coin or object antique which may be found on the site shall be the property of SBI and shall be handed over to the Bank immediately.

41.0 Method of Measurement

Unless otherwise mentioned in the schedule of quantities or in mode of measurement, the measurement will be on the net quantities or work produced with up to date. Rules laid down by the Bureau of Indian Standards. In the event any dispute / disagreement the decision of the Architect / Consultant shall be final binding on the contractor.

42.0 Maintenance of Registers

The contractor shall maintain the following registers as per the enclosed proforma at site of work and should produce the same for inspection of SBI / Architect / Consultant whenever desired by them. The contractor shall also maintain the records / registers as required by the local authorities / Govt. from time to time.

- (i) Register for cement / paint / lead / wood / ply / block board / specific materials.
- (ii) Register for hindrance to work.
- (iii) Register for running account bill.
- (iv) Register for labour
- (v) Register for secured advance

43.0 Price Variation

Not applicable.

44.0 Force Majeure

- 44.1 Neither contractor nor SBI shall be considered in default in performance of their obligations if such performance is prevented or delayed by events such as but not to war, hostilities revolutions, riots, civil commotion, strikes, lockout, conflagrations, epidemics, accidents, fire storms, floods, droughts, earthquakes or ordinances or any act of god or for any other cause beyond the reasonable control of the party affected or prevented or delayed. However a notice is required to be given within 30 days from the happening of the even with complete details, to the other party to the contract if it is not possible to serve a notice, within the shortest possible without delay.

- 44.2 As soon as the cause of force majeure has been removed the party whose ability to perform its obligations has been affected shall notify the other of such cessation and the actual delay incurred in such affected activity adducing necessary evidence in support thereof.
- 44.3 From the date of occurrence of a case of force majeure obligations of the party affected shall be suspended during the continuance of any inability so caused. With the cause itself and inability resulting there from having been removed, the agreed time of completion of the respective obligations under this agreement shall stand extended by a period equal to the period of delay occasioned by such events.
- 44.4 Should one or both parties be prevented from fulfilling the contractual obligations by a state of force majeure lasting to a period of 6 months or more the two parties shall each other to decide regarding the future execution of this agreement.

45.0 Local Laws, Acts, Regulations

The contractor shall strictly adhere to all prevailing labour laws inclusive of contract labour (regulations and abolition act of 1970) and other safety regulations. The contractor shall comply with the provision of all labour legislation including the latest requirements of all the Acts, laws, any other regulations that are applicable to the execution of the project.

- (i) Minimum Wages Act 1948 (Amended)
- (ii) Payment of Wages Act 1936 (Amended)
- (iii) Workmen's Compensation Act 1923 (Amended)
- (iv) Contract Labour Regulation and Abolition Act 1970 and Central Rules 1971 (Amended)
- (v) Apprentice Act 1961 (Amended)
- (vi) Industrial Employment (Standing Order) Act 1946 (Amended)
- (vii) Personal Injuries (Compensation Insurance) Act 1963 and any other modifications
- (viii) Employees' Provident Fund and Miscellaneous Provisions Act 1952 and amendment thereof.
- (ix) Shop and Establishment Act.
- (x) Any other Act or enactment relating thereto and rules framed there under from time to time.

46.0 Accidents

The contractor shall immediately on occurrence of any accident at or about the site or in connection with the execution of the work report such accident to the Architect / Consultant. The Contractor shall also such report immediately to the competent authority whenever such report is required to be lodged by the law and take appropriate actions thereof.

APPENDIX

Name of Work	:	Electrical Works for Premises Development of SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033 ..
Location	:	SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033 .
Scope of Work	:	As above and as further detailed in the General Conditions of Contract.
Defects Liability Period (Clause No. 37 of Special Conditions of Contract)	:	12 (Twelve) Months from the date of virtual completion of work.
Date / Time of Completion	:	2 (Two) Months
Liquidated Damages (Clause No. 9 of G.C.C.)	:	0.5% of the accepted tender amount per week of delay subject to ceiling 5% of the accepted contracted sum.
Value of works for interim certificate	:	Rs. 10.85 Lacs
Earnest Money (Clause No. 1 of G.C.C.)	:	Rs. 22,000/- by Bank Draft / Pay Order / Banker's Cheque. In favour of State Bank of India payable at Kolkata
Security Deposit (Clause No. 1 of G.C.C.)	:	Details as per Clause No. 1
Initial Security Deposit (Clause No. 1 of G.C.C.)	:	2% of the accepted Tender Value (EMD + ISD)
Instalment after completion certificate (Release of Retention Money) (Clause No. 1 of G.C.C.)	:	50% on virtual completion of the work and balance 50% after 15 (fifteen) days on expiry of defects liability period as per details given in Clause No. 1
Period of Honouring Certificate	:	<ol style="list-style-type: none"> One Month for R.A. Bills. The final bill will be submitted by the contractor with in one month from the date of virtual completion. Architect / Consultant shall issue the certificate of payment within a period of two months and payment shall be made within three months from the date of issue of certificate.

SPECIAL CONDITIONS OF CONTRACT**1.0 Scope of Work**

The scope of work is to carry out the **Electrical Works for Premises Development of SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033 .**

2.0 Address of Site

SBI – Off. Qtrs. at 19C + 19D , Golf Club Road , Tollygunge , Kolkata – 700 033 .

3.0 Dimensions and Levels

All dimensions and levels shown on the drawing shall be verified by the contractor on the site and he will be held responsible for the accuracy and maintenance of all the dimensions and the levels. Figured dimensions are in all cases to be accepted and no dimension shall be scaled. Large-scale details shall take precedence over small-scale drawings. In case of discrepancy the contractor shall ask for clarification from the Architect / Consultant before proceeding with the work.

4.0 Notice of Operation

The contractor shall not carryout any important operation without the consent in writing from the Architect / Consultant.

5.0 Construction Records

The contractor shall keep and provide to the Architect / Consultant full and accurate records of the dimensions and positions of all new work and any other information necessary to prepare complete drawings recording details of the work as constructed.

6.0 Safety of Adjacent Structures and Trees

The contractor shall provide and erect to the approval of the Architect / Consultant such supports as may be required to protect effectively all structures and protective guards to trees which may be endangered by the execution of the works or otherwise take such permanent measures as may be required by the Architect to protect the trees and structures.

7.0 Temporary Works

Before any temporary works are commenced the contractor shall submit at least 7 days in advance to the Architect / Consultant for approval complete drawings of all temporary works he may require for the execution of the works. The contractor shall carry out the modifications relating to strength, if required by the Architect / Consultant may require in accordance with the conditions of contract at his own cost. The Contractor shall be solely responsible for the stability and safety of all temporary works and unfinished works and for the quality of the permanent works resulting from the arrangement eventually adopted for their execution.

8.0 Work Programme

As soon as the contract is awarded, a suitable programme of work preferably in the form of Bar Chart shall be drawn up for completion of the different stages of the work, so as to ensure its completion within the allotted period of time. This programme shall be submitted by the contractor in consultation with Architect / PMC or Site Engineer.

9.0 Temporary Roads

The Contractor shall provide access Roads to the site from the nearest main Road at no extra cost and as directed by the Architect / Consultant. The contractor shall also responsible for proper maintenance of this access Road and would take all care to see that existing services, if any, are maintained in working

ARCHITECT- DESIGN CONSULTANTS

order at his own cost. The laying and maintaining the temporary Roads within the site area shall be the contractor's responsibility and the contractor shall take such measures that are necessary and as directed by the Architect / Consultant.

10.0 Water, Power and Other Facilities

- (a) The rate quoted by the contractor shall include all expenses that are required for providing all the water required for the work and the contractor shall make his own arrangements for the supply of good quality water suitable for the construction and good quality drinking water for their workers. If necessary the contractor has to sink and a tube well / open well and bring water by means of tankers at his own cost for the purpose. The SBI will not be liable to pay any charges in connection with the above.
- (b) The rate quoted in the tender shall include the expenses for obtaining and maintaining power connections and shall pay for the consumption charges.
- (c) The contractors for other trades directly appointed by the SBI shall be entitled to take power and water connections from the temporary water and power supply obtained by the contractor. However the concerned contractor shall make their own arrangements to draw the supply and pay directly the actual consumption charges at mutually agreed rates between them. All municipal charges for drainage and water connection for construction purposes shall be borne by the contractor and charges payable for permanent connections, if any, shall be initially paid by the contractor and the SBI will reimburse the amount on production of receipts.
- (d) The SBI as well as the Architect / Consultant shall give all possible assistance to the contractors to obtain the requisite.
- (e) Permission from the various authorities, but the responsibility for obtaining the same in time shall be of the contractor.

11.0 Office Accommodation

- (a) The contractor shall provide and maintain all necessary offices, workshops, stores, shelters, sanitary facilities, canteens and other temporary structures for themselves in connection with the work at the site at their own cost after getting the approval from the Architect / Consultant.
- (b) A site office for the use of SBI / Architect / Consultant shall be provided by the contractor at his own expenses.
- (c) All temporary buildings and facilities as mentioned above shall be removed on completion of the work at any other earlier date as directed by the Architect / Consultant.

All the expenses for obtaining statutory approvals and maintenance of the above facilities as well as running expenses shall be borne by the contractor at no extra cost. It is also the responsibility of the contractor to obtain statutory approvals for providing the above facilities.

12.0 Facilities for Contractor's Employees

The contractor shall make his own arrangement for the housing and welfare of his staff and workmen including adequate drinking water facilities. The contractor shall also make the arrangements at his own cost for transport where necessary for his staff and workmen to and from site of work at his own cost.

13.0 Contractor's Bill Payment

Payments to all contractors after due certification shall be made by credit to an account held by the contractor at a Branch of SBI. It may please be noted that no payments will be entertained in any other made. The contractor is therefore required to open an account in their name & furnish all details thereof while submitting bid. If the contractor does not have an account at the time of tendering, the contractor will necessarily have to open an account with a branch of SBI before issue of work-order

14.0 Lighting of Works

The contractor shall at all times provide adequate and approved lighting as required for the proper execution and supervision and inspection of work.

15.0 Fire Fighting Arrangement

- (i) The contractor shall provide suitable arrangement for fire fighting at his own cost. For this purpose he shall provide requisite number of fire extinguishers and adequate number of buckets, some of which are to be always kept filled with stand and some with water. These equipments shall be provided at suitable prominent and easily accessible places and shall be properly maintained.
- (ii) Any deficiency in the fire safety or unsafe conditions shall be corrected by the contractor at his own cost and to the approval of the relevant authorities. The contractor shall make the following arrangements at his own cost but not limited to the following :-
 - (a) Proper handling, storage and disposal of combustible materials and waste.
 - (b) Work operations which can create fire hazards.
 - (c) Work operations which can create fire hazards.
 - (d) Type, number and location of containers for the removal materials and rubbish.
 - (e) Type, size, number and location of the fire extinguishers or other fire fighting equipment.
 - (f) General house keeping.

16.0 Site Order Book

A site order book shall be maintained at site for the purpose of quick communication between the Architect / Consultant. Any communication relating to the works may be conveyed through. Records in the site order book. Such a communication from one party to the other shall be deemed to have been adequately served in terms of contract. Each site order book shall have machine numbered pages in triplicate and shall be carefully maintained and preserved by the contractor and shall be made available to the Architect / Consultant as and when demanded.

Any instruction which the Architect / Consultant may like to issue to the contractor may like to bring to the Architect / Consultant two copies of such instructions shall be taken from the site order book and one copy will be handed over to the party against proper acknowledgement and the second copy will be retained for their record.

17.0 Temporary Fencing / Barricading

The contractor shall provide and maintain a suitable temporary fencing / barricading and gate at his cost to adequately enclose all boundaries of the site for the protection of the public and for the proper execution and security of the work and in accordance with the requirement of the Architect / Consultant and regulations of local authorities. These shall be altered, relocated and adopted from time to time as necessary and removed on completion of the work.

18.0 Site Meetings

Site meetings will be held to review the progress and quality evaluation. The contractor shall depute a senior representative along with the site representative and other staff of approved sub-contractors and suppliers as required to the site meetings and ensure all follow up actions. Any additional review meetings shall be held if required by the Architect / Consultant.

19.0 Disposal of Refuse

The contractor shall cart away all debris, refuse etc. arising from the work from the site and deposit the same as directed by the Architect / Consultant at his own cost. It is the responsibility of the contractor to obtain from the local authorities concerned to the effect that all rubbish arising out of contractor's activities at the construction site or any other off site activities borrow pits has been properly disposed off.

20.0 Contractor to verify site measurement

The contractor shall check and verify all site measurements whenever requested by other specialist contractors or other sub contractors to enable them to prepare their own shop drawings and pass on the information with sufficient promptness as will not in any way delay the works.

21.0 Displaying the name of the work

The contractor shall put up a name board of suitable size as directed by the Architect / Consultant indicating therein the name of the project and other details as given by the Architect / Consultant at his own cost and remove the same on completion of work.

22.0 Approved make

The contractor shall provide all materials from the list of approved makes at his own cost and also appoint the specialized agency for the waterproofing anti-termite, aluminium doors and windows and any other item as specified in the tender. The Architect / Consultant may approve any make / agency within the approval list as given in the tender after inspection of the sample / mock up.

23.0 Procurement of Materials

The contractor shall make his own arrangements to procure all the required materials for the work. All wastage and losses in weight shall be to the contractor's account.

24.0 Excise Duty, Taxes, Levies etc.

The contractor shall pay and be responsible for payment of all taxes, duties, levies, royalties, fees cess or charges in respect of the works including but not limit to sales tax, tax on works contract excise duty, and octroi, payable in respect of materials, equipment plant and other things required for the contractor. All of the aforesaid taxes duties, levies, fess and charges shall be to the contractor's account and the SBI shall not be required to pay any additional or extra amount on this account. Variation of taxes, duties, fees, levies etc. if any, till completion of work shall be deemed to be included in the quoted rates and no extra claim amount on this account will in any case be entertained. If a new tax or duty or levy or cess or royalty or octroi is imposed under as statue or law during the currency of contract the same shall be borne by the contractor. **GST which will be paid separately to the contractors on submission of bill / documents for onward payment to the GST Department.**

25.0 Acceptance of Tender

The SBI shall have the right to reject any or all tenders without assigning any reason. They are not to bound to accept the lowest or any tender and the tenderer or tenderers shall have no right to question the acts of the SBI. However adequate transparency would be maintained by the SBI.

26.0 Government and Local Rules

The contractor shall conform to the provisions of local Byelaws and Acts relating to the work and to the Regulation etc. of the Government and Local Authorities and of any company with whose system the structure is proposed to be connected. The contractor shall give shall notices required by said Act, Rules, Regulations and Bye-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 etc. and shall indemnify the Owner against such liabilities and shall defend all actions arising from such claims or liabilities.

27.0 Possession Prior to Completion

The Owner shall have right to take possession of or use any completed or partially completed part of the work. Such possession or use shall not be an acceptance of any work not completed in accordance with the contract Agreement.

28.0 Tools, Storage of Materials, Protective Works and Site Office Requirements

The contractor shall provide, fix up and maintain in an approved position proper office accommodation for the contractor's representative and staff which offices shall be open at all reasonable hours to receive instruction notices or communications and clear away on completion of the works and make good all work disturbed.

All drawings maintained on the site are to be carefully mounted on boards of appropriate size and covered with a coat of approved varnish. They are to be protected from ravages of termites, ants, and other insects.

The contractor shall provide at his own cost all artificial light required for the work and to enable other contractors and sub-contractors to complete the work within the specified time.

The contractor shall provide a suitable temporary hut for the watchmen and clear away the same when no longer required and to provide all necessary attendance, lights etc. required.

The contractor shall arrange for temporary latrines for the use of workers and field staff and keep the same in a clean and sanitary condition to the satisfaction of the Public Health Authorities and shall cause such latrines and soil to be cleared away whenever necessary and shall make good all the works disturbed by these convenience.

Every precaution shall be taken by the contractor to prevent the breeding of mosquitoes on the works during the construction, and all receptacles, cistern, water tanks etc. used for the storage of water must be suitably protected against breeding of mosquitoes. The contractor shall indemnify the owner against any breach of rules in respect of anti-malarial measures.

The contractor shall not fix or place any placards or advertisement of any description or permit the same to be fixed or placed or upon any boarding gantry, building structure other than those approved by the Owner.

Protective Measure : The contractor from time to time of being placed possession of the site must make suitable arrangements for watching, lighting and protecting the work, the site and surrounding property by day, by night, on Sundays and other holidays.

Contractor shall indemnify the Owner against any possible damage to the building, Roads, or members of the public in course of execution of the work.

The contractor shall provide necessary temporary enclosures, gates, entrances etc. for the protection of the work and materials and for altering and adopting the same as may be required and removing on completion of the works and making good all works disturbed.

Storage of Materials : The contractor shall provide and maintain proper sheds for the proper storage and adequate protection of materials etc. and other work that may be executed on the site including the tools and materials of nominated sub-contractors and remove same on completion.

Cement godown shall be constructed for storing six weeks' requirement of cement and stored as per norms with a stack of 10 bags each and 2 feet opening all-round with 2 feet passage of each stack. Structure shall be waterproof from all the sides & top. Cement should be stored one foot above the ground level and have pucca raised floor.

So also reinforcement bars are to be stored above the ground level to prevent the same from getting rusted.

Tools : Theodolite, levels, prismatic compass, chain, steel and metallic tapes and all other surveying instruments found necessary on the works shall be provided by the contractor for the due performance of this contract as instructed by the Site Engineer.

All measuring tapes shall be of steel and suitable scaffolding and ladders that may be required for safely taking measurement and shall be supplied by the contractor.

The mistries and the supervisors on the works shall carry with them always a one metre or two metre steel tape, a measuring tape of 30 metres, a spirit level, a plumb bob and a square and shall check the work to see that the work is being done according to the drawing and specifications. The Site Engineer will use any or all measuring instruments or tools belonging to the contractors as he chooses for checking the works executed or being executed on the contract.

The contractor should cover in his rates for making provisions for all reasonable facilities for the use of his scaffolding, tools and plant etc. by nominated sub-contractors for their work.

29.0 Datum

The average ground level will be considered as the crown of the nearest Road, which should be taken as "Datum" which is however, subject to final confirmation by the Owner / Architects. All levels shown in the drawings are to be strictly adhered to.

30.0 Bench

The contractor is to construct and maintain proper benches of all the main walls, in order that the lines and levels may be accurately checked at all times.

These benches will consist of Sal wood post of adequate length and minimum diameter 75 mm to be driven in the ground at suitable distance as directed encased with brickwork. The wire nails will be driven on the top of Sal wood post on the centre lines of columns, walls, inside and outside faces of foundations trenches, in order that lines may be stretched between the benches and accurate intersection of excavation. Centre line of walls, columns etc. may be clearly indicated and checked at any time if it is so required.

31.0 Removal of Improper work

The Owner shall during the progress of the work have power to order in writing from time to time the removal from the work within such reasonable time or times as may be specified in the order of any materials which in the opinion of the Owner Architects are not in accordance with specification or instructions, the substitution or proper re-execution of any work executed with materials or workmanships not in accordance with the drawings and specifications or instructions.

In case the contractor refuses to comply with the order the Owner shall have the power to employ and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereto as certified

by the Owner/Architects shall be borne by the contractor or may be deducted from any money due to or that may become due to the contractor. No certificate which may be given by the Architects shall relieve the contractor from his liability in respect of unsound work or bad materials.

32.0 Dismissal of Workmen

The contractor shall on the request of the Owner immediately dismiss from works any person employed thereon by him, who may in the opinion of the Owner be unsuitable or incompetent or who may misconduct himself. Such discharges shall be the basis of any claim for compensation or damage against the Owner or any of their officer or employee.

33.0 Concealed Work

The contractor shall give not less than 5 days notice to the Owner/Architects whenever any work is to be buried in the earth, concrete or in the bodies of walls or otherwise becoming inaccessible later on, in order that the work may be inspected and correct dimensions taken before such burial. In default whereof the same shall, at the opinion of the Owner/ Architect be either opened up for measurement at the contractor's expense or no payment may be made for such materials. Should any dispute or differences arise after the execution of any work as to measurements etc. or other matters which cannot be conveniently tested or checked, the notes of the Owner/Architect shall be accepted as correct and binding on the contractor.

34.0 Substitution

Should the contractor desire to substitute any materials and workmanship, he/they must obtain the approval of the Owner/Architects in writing for any such substitution well in advance. Materials designated in this specifications indefinitely by such term as "Equal" or "Other approved" etc. specific approval of the Owner/Architects has been obtained in writing

35.0 Preparation of Building works for Occupation and Use of Completion

The whole of the work will be thoroughly inspected by the contractor and deficiencies and defects put right. On completion of such inspection the contractor shall inform the Owner that he has completed the work and it is ready for inspection.

On completion the contractor shall clean all windows and doors including the cleaning and oiling if necessary, of all hardware, inside and outside, all floors, staircases and every part of the building. He will leave the entire building neat and clean and ready for immediate occupation and to the satisfaction of the Owner.

36.0 Defects after Completion

The contractor shall make good at his own cost and to the satisfaction of the Owner all defects, shrinkage, settlements or other faults which may appear within 12 months after completion of the work. In default the Owner may employ and pay other persons to amend and make good such damage, losses and expenses consequent thereon or incidental thereto shall be made good and borne by the contractor and such damages, loss and expenses shall be recoverable from him by the Owner or may be deducted by the Owner, in lieu of such amending and making good by the contractor, deduct from any money due to the contractor a sum equivalent to the cost of amending such work and in the event of the amount retained being insufficient, recover that balance from the contractor from the amount retained under Clause No. 1.(c) together with any expenses the Owner may have incurred in connection therewith.

37.0 Idle Labour

Whatever the reasons may be, no claim for idle labour, additional establishment cost of hire and labour charges of tools and plants would be entertained under any circumstances.

38.0 Guarantee for the Specialised Works

Wherever provision for submission of a guarantee has been advised, the same shall be submitted from the specialized agency along with a counter guarantee by the main contractor engaged for the work. The guarantee shall be furnished on a non-judicial stamp paper of appropriate value. If the contractor is required to submit guarantee / guarantees for any item / items for a period of more than 12 months, the guarantee/guarantees in case of those items shall remain valid even after expiry of the defect liability period of 12 months as stipulated in the contract.

39.0 Declaration

I/We have inspected the site of works and have made me/us fully acquainted with the local conditions in and around the sites of works. I/We hereby declare that I/We have gone through the conditions laid down in the Notice Inviting Tender, General Conditions of Contract, Technical Specifications and understood the same particularly the contents of the Performance Guarantee Bond and on the basis of the same I/We quoted our rates in the schedule of quantities attached with the tender documents.

I/We shall also uniformly maintain such progress with the work, as may be directed by the Owner/Architects to ensure completion of same within the target date as mentioned in the tender document.

Signature of Tenderer

Address:

Witness :

1) _____

2) _____

Dated : _____

S A F E T Y C O D E

1. First aid appliances including adequate supply of sterilized dressing and cotton wool shall be kept in a readily accessible place.
2. An injured person shall be taken to a public hospital without loss of time, in case where the injury necessitates hospitalisation.
3. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from the ground.
4. 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 engaged for holding ladder.
5. The excavated material shall not be placed within 15 metres of the edge of the trench of the half of the depth of trench which ever is more. All trenches and excavation shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or rails whose minimum height shall be one metre.
7. No floor, roof or other part of the structure shall be so overloaded with debris or materials as to render it unsafe.
8. Workers employed on mixing and handling materials such as asphalt, cement mortar of concrete and lime mortar shall be provided with protective footwear and rubber hand-glove
9. Those engaged in welding works shall be provided with welder's protective eye shield and gloves.
10. (i) No paint containing lead or lead products shall be used except in the form of paste and readymade paint.
(ii) Suitable facemasks should be supplied for use by the workers when the paints applied in the form of spray or surface having lead paint dry rubbed and scrapped.
11. Overalls shall be supplied by the Contractor to the painters and adequate facilities shall provided to enable the working painters to wash during the periods of cessation of work.
12. Hoisting machines and tackle used in the works, including their attachments, anchored and supports shall be in perfect condition.
13. The used in hoisting or lowering material or as a means of suspension shall be durable quality and adequate strength and free from defects.

I -- RUNNING A/C BILL

- (i) Name of the Contractor / Agency :
- (ii) Name of Work :
- (iii) Sr. No. of this Bill :
- (iv) No. and date previous bill :
- (v) Reference to Agreement No. :
- (vi) Date of written order to commence :
- (vii) Date of completion as per agreement :

Sl. No.	Item Description	Unit	Rate (Rs.)	As per tender	
				Qunty.	Amount (Rs.)
1	2	3	4	5	

Up to Previous R/A Bill		Upto Date (Gross)		Present Bill		Remarks
Qunty.	Amount (Rs.)	Qunty.	Amount (Rs.)	Qunty.	Amount (Rs.)	
6		7		8		9

- Note : 1. If part rate is allowed for any item, it should be indicated with reasons for allowing such a rate
2. If adhoc payment is made it should be mentioned specially

Net value since
Previous bill

III - C E R T I F I C A T E

The measurements on the basis of which the above entries for the Running Bill No. _____ were made have been taken jointly on _____ and are recorded at pages _____ to _____ of measurement book No. _____

Signature and date of
Contractor

Signature and date of
Architect's representative

Signature and date of
Site Engineer

The work recorded in the above mentioned measurements has been done at the site satisfactorily as per tender drawings, conditions & specifications.

Signature of Architect / SBI-IMSP

Signature of Site Engineer / Bank's Engineer

IV. MEMORANDUM FOR PAYMENT

R/A. Bill No. _____

1. Total amount due since previous bill
(A + B) Rs. (C)
2. P.V.A. on account of escalation in price of steel, cement and other
materials and labour as detailed in separate statements enclosed
Rs. (D)
3. Deductions :
- | | | | |
|--|-------|-----|-----|
| | Total | Rs. | (E) |
|--|-------|-----|-----|
- i.) Secured advance paid in the previous
R/A bill Rs.
- ii) Retention money on value of work
as per accepted tender Rs.
- Less : Already recovered (-) Rs.
- Balance to be recovered Rs..... (-) Rs.
- iii) Mobilization Advance, if any
- a) Outstanding amount (Principal + int.) as on date Rs.
- b) To be recovered in this bill Rs.
- iv) Any other department material cost to be recovered
as per Contractor if any Rs.
- v) Any other Departmental service charges to be recovered
if any, as per contract (water, power etc.)
Enclosed Statement Rs.
- Total deduction as per contract Rs..... (-) Rs..... (F)
- Net amount payable as per contract (E – F) Rs..... Rs. (G)

(Rupees) in words.

The bill amounting to Rs. (.....)
(both figures and words) has been scrutinised by we after due test checking of the
measurement of the work as required and is recommended for payment.

Dated Signature of Bank's Engineer
In charge of the project

STATUTORY DEDUCTIONS :

1.	Total amount due (E)	Rs.
2.	Less : Income Tax Payable	Rs.
	Net Payable	Rs.

The figures given in the Memorandum for payment has been verified and the bill passed
for Payment(Words and figures)

Signature of Bank's Officer
SBI – IMSPL, C.O. Kolkata,

Date :

PROFORMA OF CERTIFICATE OF PAYMENT BY ARCHITECTS

Certificate No. Interim /	Dated :	
Client :	Project No.	Building Work / Interior Work
	Particulars :	
Contractor :	Contract / Letter No. :	Dated :
	Contractor's Bill No. :	Dated :
This is to certify that the amount given below (*) is due to your Contractors for the work done by them and / or against materials delivered at site and / or for advance towards contract on the above referred project.		
Advanced against contract	Rs.	_____
Less : Advance adjusted to-date	Rs.	_____
Balance Advance	Rs.	_____
Advance against material delivered at site	Rs.	_____
Amount of work done to-date	Rs.	_____
Total	Rs.	_____
Less : Retention on work done	Rs.	_____
Less : Previously certified up to	Rs.	_____
PRESENT CERTIFICATE (*)	Rs.	_____
RUPEES _____		
The Cost of cement or any other material supplied by you or payments made by you directly, if any and not covered herein above, should be adjusted before making the payment of the certified amount (*)		
Necessary Deduction U/S. 194C of the Income Tax 1961 and sales tax may be made before paying the above certified amount.		
By a copy of this letter, we are intimating the contractors to call on you for the necessary payment.		
Remarks, if any		
The details of Insurance Policy are given in the next page.		
Enclosure : Bill		
Signature of Architect _____		

Client's Copy

Details of Insurance Policies

Type of Policies	Name of Insurance	Amount (Rs.)	Policy No.	Validity
------------------	-------------------	--------------	------------	----------

CAR Policy including
3rd Party Liability

Workmen's Compensation

Remarks :

1. This is only on-account payment and is not to be interpreted either as approval of work materials brought or affixed at site or for that matter approval of any sort
2. The quantum of work done and materials delivered at site have been certified by
3. Should you wish to audit such work, kindly contract the undersigned and oblige.

Architects

PROFORMA OF HINDRANCE REGISTER

Name of Work : Date of state of work :
Name of Contractor : Period of completion :
Agreement No. : Date of completion :

Sl. No.	Nature of hindrance	Date of occurrence of hindrance	Date of which hindrance was removed	Period or hindrance	Signature SE/PE	Remarks
1	2	3	4	5	6	7

SE = Site Engineer

PE = Project Engineer

Place : _____

Date : _____

PROFORMA OF REGISTER OF MATERIAL AT SITE ACCOUNT

Name of Work : Name of Article :
Name of Contractor : Estimated Requirement :
Agreement No. : Issue Rate :

Sl. No	Date of Receipt	Received form / issued to (with)	Receipt	Issue	Balance	Initials of Contractors	Initials of Bank's / Architect's Representative	Remarks

PROFORMA FOR APPLICATION BY CONTRACTOR FOR EXTENSION OF TIME

1. Name of the Contractor
2. Name of the works as given in the Agreement
3. Agreement WO
4. Tender Amount
5. Date of Commencement of Work
6. Period allowed for completion as per agreement
7. Date of completion as per agreement
8. Period for which extension of time has been given

Date Month Year

- (a) 1st extension vide Bank's Letter No.
 - (b) 2nd extension vide Bank's Letter No.
 - (c) 3rd extension vide Bank's Letter No.
9. Reasons for which extensions have been previously given (copies of the previous applications should be attached)
10. Period for which extension is applied for and the reasons thereof including hindrances time for extra work assigned, if any etc.

Signature of Contractor

A chart showing the recommended time and quality scheduled for conducting test on various building materials is given. Please ensure that tests are carried out according to the above guidelines. Contractor's rate should include for necessary expenditure for testing of samples of following materials.

Sl. No.	Material	Test	Test Procedure	Minimum Quantity	Frequency
1.	Sand	a) Silt content b) Bulking c) Particle size distribution	Field Field Field	20 Cum 20 Cum 40 Cum	20 Cum or part thereof ---- do ---- Every 40 cum required for RCC work.
2.	Stone	a) Soft and deleterious materials b) Particle size distribution	IS – 2386 Part - II Field	45 Cum	As required Every 45 Cum of part thereof for RCC work. For rest of work as desired.
3.	Cement concrete or RCC	a) Slump b) Cube Strength	Field Field	20 Cum slab, beams & connected columns.	Once a day or as desired. Every 20 Cum of a day's concrete.
4.	Steel	a) Tensile Strength b) Bend Strength	IS - 1529 -- do --	20 tones --- do ---	Every 20 tones or part. ----- do -----
5.	Bricks	Dimensions Water absorption Efflorescence Compressive Strength		Designation 100 75) 50) 100000 35) ---- do ---- 100 - 50000 75) 50) 100000 35)	Every 50,000 or part thereof. Every 100000 or part thereof . One test for source of 50,000 or part thereof. Two sets for 1 st lot of 1,00,000 and one test later for every 2,00,000 and part thereof.

TECHNICAL SPECIFICATION**ELECTRICAL WORK****TECHNICAL SPECIFICATIONS (ELECTRICAL AND ASSOCIATED WORKS FOR COMPLETE ILLUMINATION SYSTEM & MAIN BOARD MODIFICATION WORK)****1. SCOPE OF WORK**

1.This section is intended to cover the design, manufacture, assembly, testing at manufacturer's works, supply & delivery, properly packed for transport F.O.R. site of 19C & 19D area lighting & earthing system, complete with all materials and accessories for efficient and trouble-free operation.

2. The scope of work shall also include complete installation, testing, commissioning and putting into successful commercial operation of the Station Lighting System, inclusive of the supply of all labour, tools, implements and supplies.

2. SCOPE OF SUPPLY

2.1. The equipment and materials within the scope of supply shall include but not limited to:

- a) LED lighting fixtures and accessories.
- b) Lighting panels/boards: Main lighting boards, emergency lighting boards, lighting panels, street lighting panels etc.
- c) Street light poles & solar light poles.
- d) Exhaust fans, receptacles, switches, switchboards.
- e) Cables, wires, splicing/termination/connection accessories.
- f) Conduit and accessories, junction and pull boxes, terminal blocks.
- g) Complete grounding materials and connections.
- h) All fittings, supports, brackets, anchors, clamps and connections.
- i) Steel for field fabrication of supports and brackets
- j) Complete solar light system.
- k) Main switch board modification work. (Main incomer Board)
- l) Mandatory spare parts.

3. SCOPE OF SERVICE

Carrying out of detail engineering including detail design calculations, preparation of lighting layouts showing location of fixtures, cable wires and conduit routing, preparation of cable schedule, and other related drawings as detailed in subsequent clauses.

4. GENERAL REQUIREMENTS**a) Indian Standard Specifications**

The particular specification for the work is as detailed hereinafter. These specifications shall be read in conjunction with the relevant Indian Standard Specifications and the obtainable local practice as detailed in various regional handbooks of practice and the work shall be executed accordingly. Where the specifications in any of the standards are at variance with the specifications detailed herein, the most stringent amongst them shall govern.

b) Quality of Materials & General Standards of Work

The Contractor under this contract commits himself to use first class material and assumes full responsibility for the quality of all material incorporated or brought for incorporation in the work. The work shall be executed in accordance with best engineering practice and as per directions of consultants.

The Contractor is committed to observe and undertake the installation as per the prevalent statutory acts and rules with regard to engineering and safety norms. Discrepancy if any between the specification and stipulation of acts and rules must be referred to the Consultant and their decision in this matter will be final and binding.

c) Scaffolding

All scaffolding ladders, tools and required tools and equipment's required for the proper execution of the work shall be provided by the Contractor.

d) Measurements

The mode of measurements for quantification and prevailing practice shall be as per provisions of the relevant Indian Standards. All the measuring tapes and other accessories necessary, shall be provided by the Contractor.

e) Tools and Plant

The tendered along with his tender furnish a list of tools, plant and machinery which he intends to use on the works. The Contractor is obliged to use all the machinery mentioned in his list to consultants consider it necessary.

f) Drawings by Contractor

The Contractor shall make following drawings / documents

General arrangement for Power and lighting D. B's

Fabrication drawings of lighting distribution boards, floor trunking etc. (for lighting, circuit, power circuit etc.).

Conduit layout, lighting layout, cable routing, lighting circuits, earthing and other associated works.

Necessary drawings and approval to same various statutory authorities.

Testing of materials will be undertaken by the Contractor at Approved Test House at no additional cost if so required.

g) Testing

The Contractor shall carry out tests on different equipment as specified in various sections on the presence of the Consultants / Client in order to enable the Consultant / Client to determine whether the plant and equipment comply with the specifications.

Testing of Materials will be undertaken by the Contractor at Approved Test House at no additional cost if so required. Manufacturer's Test Certificate will have to be furnished.

ARCHITECT- DESIGN CONSULTANTS

h) Guarantee

Equipment and the installation shall be guaranteed for a period of one year for defective materials or workshop from the date, the plant and installation has been completed and handed over and rectify the defects or replace defective materials at his own cost during the guarantee period.

Guarantee cards of fittings / fixtures etc. will have to be handed over to the Consultants / Client. Test Certificates of manufacturers to be submitted along with bills.

i) Approvals

The Contractor shall arrange to obtain necessary statutory approvals for the work carried out by him. No extra amount will be paid in this account.

All Statutory approvals from :-

- Chief Electrical Inspector
Directorate of Electricity
Govt. of West Bengal
1, Harish Mukherjee Road, Kolkata.
- West Bengal State Electricity Board
Pollution Control Board, Govt. of West Bengal
Local Statutory Authority (if any)

It is the responsibility of the Contractor to get his installation approved from all statutory authority prior to handing over. No extra amount will be paid in this account.

j) Workmanship

Good workmanship and neat appearance are the prerequisites for compliance with the various sections of these specifications. Work shall be carried out in accordance with the statutory rules and regulations in force and conform to relevant I. E. Rules and I. S. Specifications.

k) Tools and Spare Parts

All special tools and tackle required for erection and assembly of the equipment covered by the contract shall be obtained by the Contractor himself.

l) Switch Boards

Fabrication drawings should be got approved in writing before taking up the fabrication.

The switch boards shall be complete with the following features :-

Each feeder totally enclosed, self sufficient with indicators, inter-locking, pad locking facility, labelled terminal block, engraved plastic labels for feeder details etc.

Earthing of non-current carrying metal module doors to earth bar.

Feeder connections of solid copper / wires with bimetallic clamps wherever required, through lugs, nuts, bolts and spring washers.

Earthing of non current carrying metallic components of each feeder to the earth bus bar.

Bus bars and cable alloys will have separate segregated compartments.

ARCHITECT- DESIGN CONSULTANTS

All fasteners inside the panel must be galvanised.

Fabricated installations are to be offered for inspection of Client / Consultant for verification, testing etc.

m) Switches and Fuse Switch Units

The Switches and SF / FS / MCCB units shall be of AC 230V duty and shall comply the following features :-

Quick make, quick break, double single break silver alloy contacts with arcing contacts or chutes.

Common operating handle.

HRC cartridge link type fuses suitable for breaking system fault levels and with visible indication.

Fuse Switch units of combination fuse switch type with fuses on phase circuit and copper solid links for neutral circuit for TPN and DP Units.

n) Inspection and Testing

The Contractor is required to submit dimensional Elevation and Plan drawings for Distribution Panels to the Consultant, which an approval thereafter would be, send for fabrication

All Electricity Rules, Acts and Code of Practice to be followed stringently by the contractor during fabrication and installation.

The M. V. Switch gears shall be subject to factory inspection before finishing and despatch unless inspection is waived.

The following tests are to be carried out and necessary certificates submitted: -

Insulation resistance test with 1000 V meagre with all switch gear in closed position.

- i) Phase to Phase : 2.6 meg. Ohms.
- ii) Phase and Neutral : 1.5 meg. Ohms.

Secondary wiring and apparatus should withstanding 2000 V for one minute.

5. DISTRIBUTION BOARDS

a) Scope

The scope under this section covers light and power distribution boards.

b) Standards

The following standards and rules shall be applicable :-

- 1) IS : 2075-1960 : Enclosed Distribution Fuse Boards and cut-outs for Voltages not exceeding 1000 V.
- 2) IS : 2607-1976 : Air break isolator for voltages not exceeding 1000 V.
- 3) IS : 375-1963 : Making and arrangement of switch gear, bus bars, main connections and auxiliary wiring.
- 4) IS : 2208-1962 : HRC cartridge fuse links upto 650 V.

ARCHITECT- DESIGN CONSULTANTS

- 5) IS : 8828-1978 : Miniature Circuit Breakers.
- 6) IS : 12640 : ELCB / RCCB

Distribution Boards

The distribution boards shall be complete with :-

Sheet steel enclosure suitable for recessed, semi-recessed or surface mounting.
 Busbars, incoming and outgoing feeders.
 Earthing terminals.
 Circuit diagram indicating load distribution.

- i) MCB – RCCB operated distribution boards shall be standard manufacturers as mentioned.
- ii) RCCB's shall be of 300 ma sensitivity.

Installation and Testing.

The distribution boards shall be mounted on necessary position, concealed within wall or any frame work.

Insulation resistance shall be tested with 1000 V meagre and the values should be as shown below :-

Between Phases : 2.5 meg. Ohms.

Between Phase and Neutral : 1.5 meg. Ohms.

On completion of the installation a test certificate in the approved format is to be furnished to the Consultants indicating installation values and individual earth resistance measured in the presence of Consultants / Clients representative.

MAINS AND SUB-MAINS**Scope**

The scope under this section covers the following:-

Power Cables (For Main and Sub-Main)

Standards

The following standards shall be applicable:-

- 1) IS : 1154-1964 : PVC insulated electric cables (heavy type).
- 2) IS : 1753-1967 : Aluminium conductors for insulated cables.
- 3) IS : 3961-1967 : Recommended current ratings for cables.

Power Cables

The cables shall comply the following:-

1100 V grade with standard aluminium conductors over 6 mm² and standard copper conductors upto 6 mm² unless otherwise mentioned.

Colour coded PVC insulation applied by extrusion.

ARCHITECT- DESIGN CONSULTANTS

Steel armouring between inner and outer sheathed.

Size of cables to suit the duty and load section.

Cables to be ISI marked and test certificates.

Installations

1. Power cable laying shall strictly be as under :-

In full length without joints or splices.

Mark the routing on drawings and at site and get approved if the routes are not available on drawings.

Cable ladders or perforated cable trays to be used for cables laid indoors except for single cables.

Provide Hume pipes trenches or tunnels at built-up areas and road crossings.

Provide loops of minimum 500 mm radius at each ends.

Cable should be bent to maximum radius of 20 times the diameter of the cables with a minimum of 8 diameters at space restrictions.

Armoured cables are not to be concealed in walls / floors without G. I. pipes / conduits / RCC pipes.

The power cable termination shall have the necessary heavy duty and shall be as under:

Pressure clamp insertion type upto 4 mm 2.

Tinned copper compression lugs for higher ratings.

Testing

Power cables shall be tested after installation using 500 V insulation resistance tester and the following readings recorded:-

Continuity on all conductors

Insulation resistance
Between Conductors
All conductors and ground.

CONDUIT WIRING

Scope

The scope under this section covers stove enamelled black conduit wiring for the following :-

Lighting circuits
Power circuits
Equipment
Telephones
Computer

Standard

ARCHITECT- DESIGN CONSULTANTS

The following standards and rules shall be applicable:-

- | | | | |
|----|----------------|---|---|
| 1) | IS : 732-1963 | : | Code of practice for Electrical Wiring installation (System Voltage not exceeding 650 V.) |
| 2) | IS : 1646-1961 | : | Code of practice for fire safety of Buildings (General) Electrical Installation. |
| 3) | IS : 1554 | : | PVC insulated cables. |
| 4) | IS : 1087 | : | 5A tumbler switches. |
| 5) | IS : 2120 | : | 15A tumbler switches. |
| 6) | IS : 1293 | : | 3 pin plugs and sockets. |

Conduit Wiring

The conduit wiring shall be from LDB, PDB, shall be complete with:

Conduits and accessories

Wires and Interconnection

Control switches and sockets.

Outlet box with earthing and terminal connector.

Conduits

All conduits and accessories shall be ISI marked and comply the following features:-

Solid welded pipes with black enamelling as specified in BOQ.

Wall thickness shall conforms to IS: 9537.

Conduit accessories of similar wall thickness and include bends, elbows, junction boxes, reducers, cheese nipple, splitter couplings, plugs etc.

Junction boxes shall be with the required number of outlets and cover.

Wires

Wires shall comply the following features:-

PVC insulated copper solid conductors upto 4 mm² and stranded conductors above 4 mm².

660V grade wires for single phase circuits and 1.1 KV Grade wire to be used for 3 phase circuits.

Colour coded as below:

Phase – R	:	Red
Phase –Y	:	Yellow
Phase – B	:	Blue
Neutral	:	Black

Earth : Bare or Green if insulated.

Control switches and sockets

The control switches and sockets shall be of rated capacity and shall comply the following features:-

Control Switches

Silver contacts with shrouded current carrying terminals.

Moulded urea formaldehyde casing and cover plates.

Socket Outlets

Brass or copper female outlets enclosed in urea formaldehyde or porcelain casing.

Control switches and use.

Urea formaldehyde cover plate.

Sockets will be shuttered.

Industrial Outlets

Brass or copper female outlet enclosed urea formaldehyde or porcelain casing.

Aluminium alloy enclosure with cover.

Scraping in earthing terminals.

DP / TP ELCB.

Outlet Boxes

The outlet boxes shall be fabricated out of machine pressed sheet and shall comply the following:-

Wall thickness of 2 mm upto 200 mm. size and 3 mm above 200 mm size.

Terminal strip connectors and earthing terminals.

3 mm thick mild steel cover plate or

Grouting Brackets

Laying of conduits

ARCHITECT- DESIGN CONSULTANTS

The size of conduit shall be selected on the following basis : --

Wire (sq. mm)	Conduit size mm. dia					
	20	25	32	40	50	63
1.0	4	8	10	X	X	X
1.5	4	8	10	X	X	X
2.5	4	6	8	X	X	X
4.0	2	4	6	X	X	X
5.0	X	2	4	X	X	X
10.0	X	X	2	4	X	X
16.0	X	X	X	X	4	X
25.0	X	X	X	X	4	X
35.0	X	X	X	X	X	4
50.0	X	X	X	X	X	4

Note: (X) indicates not acceptable.

The conduit laying shall be as follows:-

On the routes indicated on the drawing or to be marked on the drawing and at site and got approved before laying.

Conduit junction boxes / pull through boxes to be installed at spaces not more than 1.2 m or two 90 Deg. bend. The junction boxes shall be flush with ceiling or walls in case of concealed conduits.

Conduits to be kept at 100 mm minimum from pipes and non-electrical services.

Separate and colour coded conduits / runways to be used for:-

Lighting circuits
Power circuits
Telephone and computer circuits

Conduit buried in concrete to be fastened to the reinforcement and approved before casting the slab.

Conduit embedded in wall to be fixed by staples at 50 mm intervals.

Conduits embedded in floor screed to be galvanised and painted with emulsified bitumen.

Conduits to be rendered continuous before pulling the wires.

Outlet boxes to have minimum size of 50 X 50 X 32 mm.

Earthing

ARCHITECT- DESIGN CONSULTANTS

Earth wire for conduit wiring will be Green PVC insulated CU. Each circuit will have its own earth wire as above and 1 sq. mm. Size minimum. Bare earth conductors to be run along with the conduits and clamped at every 3 m. intervals and at both ends of threaded joints using copper clamps.

The number of earth wires to be provided are as follows:-

Single conduit	:	1 No.
2 to 4 conduits	:	2 Nos.
5 to 8 conduits	:	3 Nos.
9 to 12 conduits	:	4 Nos.

All outlet boxes, switch and socket boxes, sockets and light fitting to be earthen properly.

Wiring

The wiring in conduit shall comply the following:-

Single core PVC insulated copper wire within Metallic conduit.

Point wiring

All light circuit point wiring shall be executed, measured and payment shall be made on the basis of details hereunder.

Individual Control Point

It shall consist of conduit wiring complete with earth wire, wiring from D. B. to Switch Board to Light / Fan point with switch on live part.

Light Primary Point

The consist of conduit wiring complete with earth continuity conductor from Switch Board / MCB operated lighting D. B. to the Light Point and including a controlling 5/15A switch suitable rated MCB.

Light Secondary Point

It shall consist of conduit wiring in continuation / looped from Individual Control Point / Light Primary Point complete with earth continuity wire.

Light Socket Point

It consist of conduit wiring in continuation to any Industrial Control Point including a 5A 3 pin switch outlet with a controlling 5A single pole switch all mounted in a sheet metal box with suitable cover plate / composite unit.

Power Socket Point

It shall consist of conduit wiring for 15A 3 pin switch outlet complete with a controlling 15A switch / MCB duly mounted in sheet metal box with suitable cover.

Wire Sizes

Light Primary Point	:	2.5 mm 2
Light Secondary Point and Individual	:	2.5 mm 2

ARCHITECT- DESIGN CONSULTANTS

Control Point

Power Points : 4.0 mm 2

Machinery : According to cable size.

Maximum 4 circuits (of same phase) per conduit.

No jointing of cables, only looping from points to points.

Control switches to be connected to phase conductor only.

All connections to switches sockets etc, through crimped barrel, ferrules and lugs.

Colour codes shall be strictly followed:-

Phases	-	R – Y – B
Neutral	-	Black
Earth	-	Green

2-way controls for all passage / staircase / corridor lights.

Lighting circuit wiring will have maximum 10 points or 800 W per Ckt. whichever is lower.

15A power socket Ckts. will have maximum 2 Skts per circuit.

Testing

The entire installation to be tested for:-

Insulation resistance
 Earth continuity
 Polarity of single pole switches.
 Earth resistance for individual electrode to confirm to relevant I.S.

The certificate shall be submitted in the approved proforma.

It is the responsibility of the contractor to get the installation approved from all statutory bodies. No additional amount will be paid in this account.

Fittings & Fixtures

The scope of work covered under this section covers :-

- Supply, installation, testing and commissioning off fittings and fixtures with lamps.
- Installation, testing and commissioning off fittings and fixtures with lamps supplied by contractor and supplied by client at size. (if any)
- All light fittings shall be completed with choke, starter, transformer, lamp holder, lamp and fixing arrangement.
- Fittings shall be mounted at height indicated in drawing or as per instruction given at site by the Client / Consultant.

All methods of hangers / fixing to fittings shall be approved by Client / Consultant prior to undertaking of such work. The cost of the same shall be included in installation rate furnished by Contractor. No additional amount will be paid in this amount.

Luminaries shall be procured directly from manufacturer's house and necessary documents in this account to be submitted.

- g) Fittings shall be completely pre-wired by the manufacturer.
- h) Fluorescent lamps shall be of High Lumen output "TRUE LIGHT" Type of Philips or on Consultants prior approval.
- i) The ballast for fluorescent fittings shall be copper conductor of high P. F. compensating type and suitable for heavy duty. In addition P. F. improvement capacitors to be incorporated. Procurement to be undertaken directly from manufacturer's House.

Floor Trucking

The scope of work covered under this section covers supply, laying (duly flashed with finished floor) of Multi-element and single channel Trunking and joint boxes with cover.

The Trunking shall be made of 14 SWG and CRC sheet duly painted in approved colour.

The Trunking shall have removable inspection / Tap-off cover with conduit knockout for TEE-off.

Access Control System

The scope of work covered under this section covers Supply, Installation. Testing and Commissioning of Fool Proof secured Access Control system to restrict / control the movement of unauthorised person within restricted area by following equipments :-

- a) Access Control Terminal for storing initial data's.
- b) Electronic Door Lock.
- c) Smart Identity Card with in built I. C. Chip.
- d) Recording the Terminal memories in Computer.

The Identity Card shall have Bank Logo, Banks Name and Branch Printed on it.

The supply should include necessary software to collect punched information inside the terminal to transfer to Computer System.

The Rate shall include necessary Hook up with a Computer terminal within 6 M. of the installation with necessary cabling etc, as required Computer.

The unit should store at least 5000 pulse memories.

Each unit shall accompany at least 15 Cards with specific secret code no.

Manufacturer's Test and Guarantee Certificate to be furnished.

The unit shall be online type.

MV Switchgear

Standards : The following standards and rules shall be applicable :-

- 1) 2516-1972 Specification for AC circuit breakers
- 2) IS: 4047-1977 Specification for Heavy duty air breaker switch gear & fuses for voltage not exceeding 1000V
- 3) IS: 1818-1972 Specification for AC isolator and earthing switches

ARCHITECT- DESIGN CONSULTANTS

- | | | |
|-----|-----------------|---|
| 4) | IS: 3072-1975 | Code of Practice for installation and maintenance of switchgear |
| 5) | IS: 3106-1966 | Code of Practice for selection, installation and maintenance of fuses (voltage not exceeding 650V) |
| 6) | IS:4237 - 1967 | General requirements for switchgear and control gear for voltage not exceeding 1000V |
| 7) | IS: 2607 - 1976 | Air break isolator for voltages not exceeding 1000V |
| 8) | IS: 8623 - 1977 | Specification for factory built assemblies of switchgear and control gear for voltages upto and including 1000V AC & 1200V DC |
| 9) | IS: 375-1963 | Marking and arrangement of switchgear bus bars main connections and auxiliary wiring |
| 10) | | Indian Electricity Act and rules. |

All codes and standards mean the latest. Where not specified otherwise the installation shall generally follow the Indian standard codes of practice or the relevant British Standard codes of Practice in the absence of corresponding Indian Standards.

Instrument Transformers, Meters & Relays

Ammeters and Voltmeters shall have moving iron spring controlled dead-beat elements in square bezel flush type cases 144 mm in size and suitable for switch board mounting. Meters shall conform to B.S : 89 and have grade "A" accuracy. Scale ranges shall meet with the requirements or as indicated on the drawing or in the schedule of quantities.

Energy meters shall be two element switchboard mounting type suitable for unbalanced loads. Meters should incorporate a KVA demand meter with an integration time of 0 minutes. In case of two incoming feeders, a summing C.T. shall be provided with the meter. Meters shall conform to BS: 37

The energy meters for DG set & Transformers shall be calibrated and got certified by the respective State Electricity board.

All tripping may be through combination thermal and magnetic releases or IDMT releases as specified. Cubicle Boards:

All boards shall be of 14 CRCA sheet steel, free standing, extensible, totally enclosed, dust tight, vermin- proof cubicle, flush dead front and modular construction suitable for 3 phase 415V 4 wire 50 Hertz system. All boards shall be accessible from the front for the maintenance of switch fuses, bus bars, cable terminations, meters etc. cables shall be capable of entering the board both from top as well as bottom. All panels shall be machine pressed with punched openings for meters etc. All sheet steel shall be rust inhibited through a process of degreasing, acid pickling, phosphate etc. the panels shall be finished with two coats of stove enamel of approved colour applied over one coat of red oxide primer. Engraved plastic labels shall be provided indicating the feeder details, and capacity and danger signs. The boards shall accommodate air insulated bus bars, air circuit breakers, switch fuses units with HRC fuses, starters, necessary meters, relays contacts etc. as required and arranged in suitable tires.

The switchboard shall be fully compartmentalized in vertical tiers housing the feeder switches in totally enclosed independent. Each compartment shall be self sufficient with switch unit, fuses, contactors, relays, indication lamps and an interlocked door with facility for pad-locking. Each feeder must terminate in an independent labelled terminal block. Strip type terminal block accommodating several feeders together is not acceptable. Pressure clamp type terminals suitable for aluminium wires maybe used up to switches of 25A and cable lugs for higher ratings. All terminations shall be shrouded in an approved manner. The entire enclosure shall meet with IS: 2147/1962. Feeder connections shall be out of solid insulated copper/aluminium wires of strips with bimetallic clamps wherever required. Internal wiring, bus bar markings etc. Shall confirm to IS:375/1963. Internal wiring shall have terminal ferrules. Main switch should be at an easily accessible height and the highest switch operating handle should not be over 1.75M from floor level. Cable glands need not form part of the switch board as the cost of glands will form part of the cable termination.

Bus Bars:

Bus bars for panels shall be three phase and neutral and of aluminium rated for a temperature rise of 30 deg. C over the ambient temperature specified, based on insulated conductor rating (IS : 8084 -1976). Neutral bars maybe of one half the size of the phase bars. The main horizontal bus bars shall be of uniform across section and rated in accord with the incoming switch. The vertical bus bars for the feeder columns may berated at 75% of aggregate feeder capacity and shall be uniform in size. Bus bars and interconnections shall be taped with PVC colour coded tape to prevent bar-to-bar accidental shorts. Each bus bar shall be directly and easily accessible on removal of the front cover. Bus bars shall be totally enclosed. Shrouded and supported non non-hygroscopic insulator blocks to withstand thermal and dynamic overloads during system short circuits. An earth bus of size 50% of the phase subject to the following maximum and minimum shall be provided. Individual switch components shall be connected with the earth bus through aluminium strip size of connecting wire being as above. All wire connections to bars shall be through lugs, bolts and nuts and string washers.

	Copper	Aluminium	Galvanized Steel
Minimum	6.5 sq. mm	10 sq. mm	16 sq. mm
Maximum	6.5 sq. mm	120 sq. mm	200 sq. mm

The minimum size of earth bar in a board shall however be 25 x 3 Al. Or equivalent.

Earthing:

All switch panels shall be provided with an earth bar as specified.

Earthing of the switch boards shall be through the equipment earthing system provided in the building

All meters shall be calibrated and tested through secondary injection tests.

All field tests shall be witnessed by Consultants and recorded

Installation:

All panels shall be supported on MS channels incorporated in the panel during the fabrication. All such supports shall be prime coated with two finish coats after completion of the work all panels shall be touched up for damaged painting. All panels shall be meggered phase and to neutral using a 1000V meggar with all outgoing feeders, in closed position. The meggar value should not be less than 2.5 meg ohms between phases and 1.5 meg ohms between phases and neutral.

Distribution Boards:**Scope:**

The scope of work shall cover the supply, installation, testing and commissioning of lighting and power distribution boards, Associated minor civil work required for the erection of the DB's are also included in the scope of this contract.

Standards: The following standards and rules shall be applicable: -

- 1) IS: 375 - 1963 Marking and arrangement of switchgear bus bars main connections and auxiliary wiring.
- 2) IS: 8828 - 1978 Miniature circuit Breakers

Indian Electricity Act 1910 and rules issued there under: -

All codes and standards mean the latest, Where not specified otherwise the installation shall generally follow the Indian Standard codes of Practice or the relevant British Standard Codes of Practice in the absence of Indian Standard.

Distribution boards along with the controlling MCB's / Fuse or Isolator as shown shall be fixed in and M.S. Box with inside metallic/ bakelite cover and outside hinged lockable door suitable for recessed mounting in wall. Distribution boards shall be made of 16 SWG sheet steel duly rust inhibited through a process of degreasing, acid pickling, phosphate and spray painted to and approved colour over a coat or red oxide primer.

ARCHITECT- DESIGN CONSULTANTS

Three phase boards shall have phase barriers and a wire channel on three sides generally as shown on drawing. Neutral bars shall be solid tinned copper bars with tapped holes and chase headed screws. For 3 phase DB's 3 mm independent neutral bars shall be provided. All DB's shall be internally pre wired using copper insulated PVC wires brought to a terminal strip of appropriate rating for outgoing feeders.

Conduit knockouts shall be provided as require/shown on drawings and the entire boards shall be rendered dust and vermin proof with necessary sealing gaskets.

MCB's shall have quick make and break non-welding self-wiping silver alloy contacts for `10 KA short circuit both on the manual and automatic operation. Each pole of the breaker shall be provided with inverse time thermal over load and instantaneous over current tripping elements, with trip - free mechanism. All MCBS must be suitable for isolation, have line road reversibility, have facilities for disconnection with positive contact indication, have bi stable lock, should be designed for energy limiting class 3, and should be ISI marked for all ratings

In case of multi pole breakers, the tripping must be on all the poles and operating handle shall be common. Breakers, must conform to BS 3871 with facility for locking in OFF position. Pressure terminals shall be suitably shrouded. Wherever MCB isolators are specified they are without the tripping elements.

MCBs will not be used to control (Off/On) any circuit under normal circumstances.

Fuses shall be HRC link type - re-wireable with necessary fuse carriers and with rating of not less than 25 MVA. Bottle type fuses are not acceptable. Fuse carrier terminals shall be suitably shrouded. Re- wireable fuse carriers shall be porcelain.

All outgoing feeders shall terminate on a terminal strip which in turn is inter connected to the MCB/Fuse base by means of insulated single conductor copper wire as follows:

Upto 15 A 2.5 sq. mm
25A 4.0 sq. mm
63A 6.0 sq. mm

Each DB shall have indicating lamps preferably neon type denoting power availability in the board after the switch indicating lamps shall be complete with fuses.

Medium Voltage Cabling / Wiring

Scope:

The scope of work shall cover supply lying, connecting, testing and commissioning of low and medium voltage power and control cabling.

Standards: The following standards rules shall be applicable
1) IS: 1554 PVC insulated electric cables (heavy duty)
2) IS: 1753 Aluminium conductors for insulated cables
3) IS: 961 Recommended current rating for cables
Indian electricity act and rules.

Max no. of wires that can be taken through a conduit.

Nominal dia of Wires (mm)	Nominal Cross Sec. Area (mm)	20mm		25 mm		32 mm		38 mm	
		S	B	S	B	S	B	S	B
1/2.40	1.5	4	3	8	6	15	9	-	-
1/1.80	2.5	4	2	6	4	10	8	-	-
1/2.24	4	2	2	4	3	8	6	-	-
1/2.80	6	1	-	4	3	6	6	-	-
1/3.55	10	1	-	3	2	5	4	6	5

S - run of conduits which have distance not exceeding 4.25 m between draw boxes & which do not deflect from the straight by an angle more than 15 degree.

B - runs of conduits, which deflect from the straight by an angle more the degree. Straight by an angle more than 15 degree.

Conduits shall be kept at a minimum of 100 mm from the pipes of other non-electrical services.

ARCHITECT- DESIGN CONSULTANTS

Separate conduits shall be used for:

- 1) Normal lights and 6A 3 pin sockets on lighting circuit.
- 2) Power outlets - 16A 3 pin 20A / 30A 2 pin / 3 pin + scraping earth metal clad sockets.
- 3) Emergency lighting from UPS
- 4) Telephones/Intercom.
- 5) Fire alarm system.
- 6) CCTV systems

Looping system of wiring shall be used. Wires shall not be jointed. Where joints, are unavoidable, they shall be made through approved mechanical connectors. No such joints shall be made unless the length of the sub-circuits, sub-main or main is more than the length of the standards coil. All looping / jointing should be done inside the circular boxes or switch boxes. No junction box will be fixed without prior permission of client/ consultant.

Installation of wiring should be done under the supervision of a licensed electrical contractor with licensed wiremen.

The Contractor shall use materials in their works subject to inspection prior to despatch by Owner or his authorised representative of any materials, as deemed necessary in accordance with the following list. All materials not otherwise specified shall be in accordance with the latest Indian Standard Specification. Where such exists and prior approval of Owner / Architect. The Contractor shall be bound to offer sample of materials, which are claimed to be conforming to I. S. Specifications for testing at an approved test laboratory.

Contractor shall purchase all materials from the markers or their authorised stockiest only. Necessary documentary evidence must be produced to the Owner or their authorised representative on demand.

LIST OF MATERIALS FOR APPROVED BRAND AND / OR MANUFACTURER

SLNo	Description	Make
1	L.T. Switch Boards wall / floor mounting type	Approved local make incorporating SIEMENS / L & T / Schneider make Components
2.	Metal Clad Fuse switch units (HRC)	SIEMENS / L & T / HAVELLS / INDO ASIAN
3.	Voltmeter and Ammeter	AE / IMP / RISHAV
4.	Voltmeter and Ammeter Selector Switches	KAYCEE / SIEMENS / L& T
5.	CURRENT Transformer	AE/KAPPA
6.	HRC Fuse	GE CONTROLS / STANDARD/ C&S
7.	HRC Fuse base & Carriers	GE CONTROLS / STANDARD /C&S
8.	Terminals / Connector	ELMEX / CONNECTWELL /ACDC
9.	1.1 KV grade PVC Insulated Armored Aluminium / Cu cable (ISI marked)	FINOLEX / POLYCAB / HAVELLS
10.	PVC Insulated and Sheathed Copper Wire & Flexible Cords	FINOLEX / RR KABLE / MESKAB / HAVELS'
11.	RCCB / ELCB / RCBO	LEGRAND / SIEMENS / MERLIN GERIN / ABB/ L&T
12.	MCB Distribution Board	LEGRAND / MERLIN GERIN / ABB / L & T / SIEMENS
13.	Miniature Circuit Breaker / MCB type Isolator	LEGRAND MERLIN GERIN / ABB / L & T/ SIEMENS
14	Ceiling Rose	M.K. / ANCHOR
15	Luminous Indicating type Buzzer with cancellation push	NATIONAL / ROMA
16	G.I. Pipe (ISI)	TATA / JINDAL
17	Steel Conduits (Conforming to I.S. in all respects)	
	a) Blank Enamelled	BEC / NEC / SUPREME
	b) Galvanised	BEC / NEC / SUPREME
18	Pain	JENSON & NICHOLSON / SHALIMAR / BERGER /ASIAN
19	PVC Conduit	PRESTO / PRECISION / AKG
20	Luminaries / Street Lights	PHILIPS / BAJAJ / HAVELS'
21	Ceiling Fan	POLAR / CROMPTON / HAVELL'S / EPC
22	Telephone Cable / Wire	DELTON / NETCO/RR KABEL
23	A.C. Machine Starter	NORTH WEST / CRABTREE / HAGER

24	Window / Split Type A/C Units	HITACHI / CARRIER / DAIKIN / VOLTAS / BLUE START
25	Exhaust / Table Fan	GECA, EPC / CROMPTON
26	Pedestal Fan	CROMPTON / HAVELL'S
27	MCCB	L & T (D Sine) / LEGRAND / SIEMENS / MERLINGERIN COMPACT
28	Automatic change over Device	MOLLER
29	Industrial Socket	LEGRAND / HAVELL'S / HAGER
30	Modular Switch with all accessories, socket, Electronic Fan Regulator	MK / LEGRAND MOSAIC / HEVELL'S-ORO / CRABTEE ATHENA / ABB CHEIRON
31	Wall Mounting Fan	CROMPTON / HAVELL'S
32	Cable Socket	DOWELLS (HEAVY DUTY COPPER)
33	PVC Insulating tape	STREEL GRIP
34	Cable Tray	LEGRAND / OBO BETTERMAN
35	Under Floor Race Way	OBO / LEGRAND/ SCHNEIDER
36	Solar Lighting Set	CGL / PHILIPS / BAJAJ

PROCESS COMPLIANCE STATEMENT (ANNEXURE I)

(The bidders are required to print this on their company's letter head and sign, stamp and submit with technical Bid)

To,

AGREEMENT TO THE PROCESS RELATED TERMS AND CONDITIONS FOR THE ONLINE E-TENDERING FOR ELECTRICAL WORKS FOR PREMISES DEVELOPMENT OF SBI – OFF. QTRS. AT 19C + 19D, GOLF CLUB ROAD, TOLLYGUNGE, KOLKATA – 700 033

Dear Sir,

This has reference to the Terms & Conditions for the E-tendering mentioned in the Tender document

This letter is to confirm that:

- 1) The undersigned is authorized representative of the company.
- 2) We have studied the Commercial Terms and the Business rules governing the E- tendering as mentioned in RFP of SBIIMS Pvt. Ltd. as well as this document and confirm our agreement to them.
- 3) We also confirm that we have taken the training on the E-tendering tool and have understood the functionality of the same thoroughly.
- 4) We confirm that SBIIMS Pvt. Ltd. and M/s. e-Procurement Technology, shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the e-E-tendering platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the E-tendering event.
- 5) We confirm that we have a valid digital signature certificate issued by a valid Certifying Authority.
- 6) We, here by confirm that we will honour the Bids placed by us during the E-tendering process.

With regards

Date:

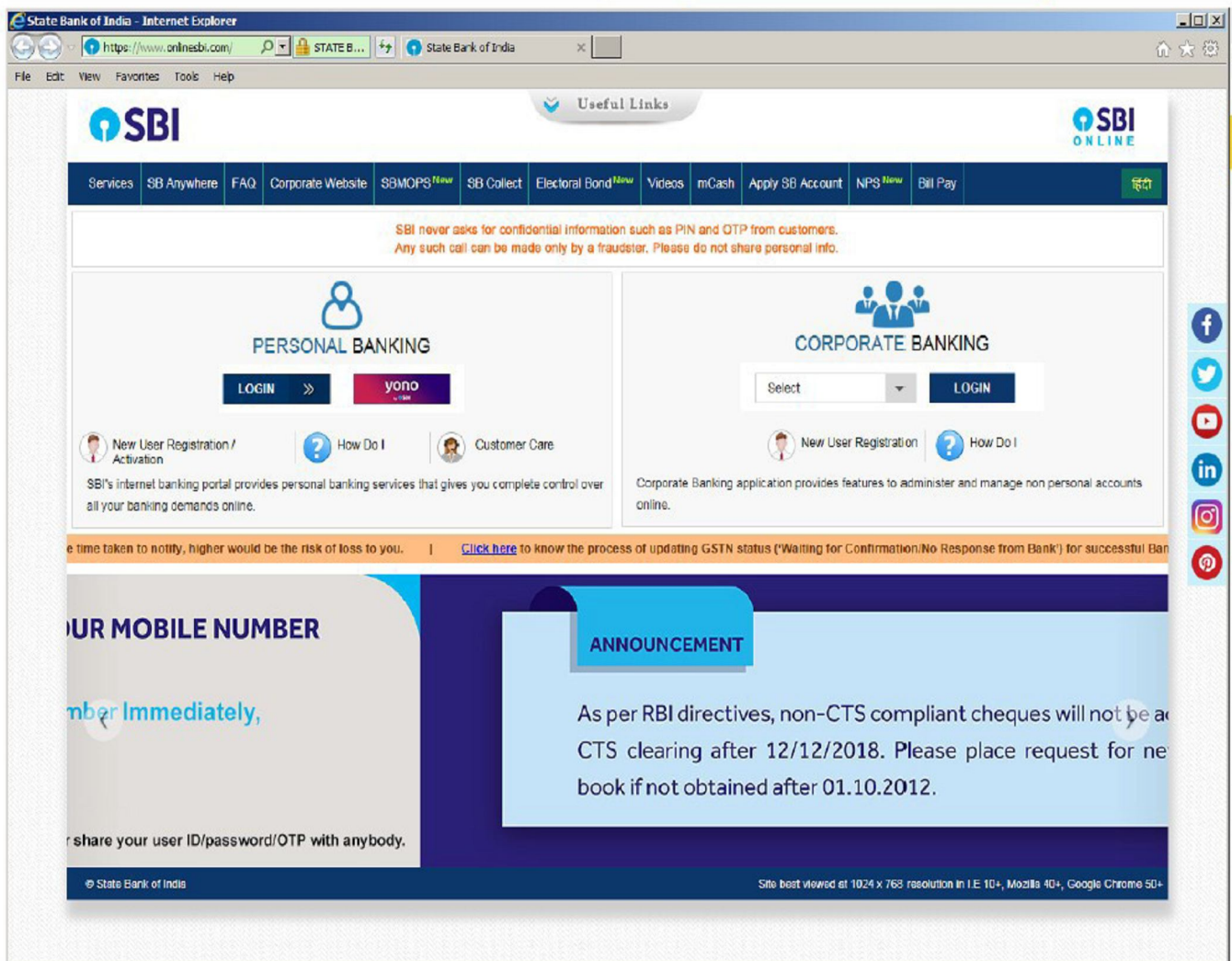
Signature with company seal Name:
Company / Organization:
Designation within Company /
Organization: Address of Company /
Organization:

The steps involved in making the payment through SB Collect are as under:-

1. The Vendor needs to use SBI internet banking site <http://www.onlinesbi.com/>.
2. Select **"SB Collect"** from Top Menu, that will lead to the next page:
3. **"Proceed"** will lead to the next page"
4. Select **"All India"** in State of Corporate/Institution" & select **"Commercial Services"** in "Type of Corporate/Institution".
5. **"Go"** will lead to the next page"
6. Select **"SBI Infra Management Solutions"** in Commercial Services Name and "Submit"
7. Select **"Tender Application Fee"** in "Payment Category" and enter the **"Tender ID"** exactly as we preloaded with characters in Uppercase only in place of Circle Codes.
8. The next page will be ready with few of the Preloaded Tender Details:
9. The Vender will have to fill up the fields properly and upon making the payment a receipt will be generated with a Reference No.

NOTE: Any type of vender, whether dealing with SBI or other bank can use the SB Collect facility. Even a contractor not dealing with any bank can use this portal and generate challan and deposit by cash in any SBI branch. The bank charges for cash deposit wil1l be also borne by the vender himself.

The Vendor needs to use SBI internet banking site <https://www.onlinesbi.com/>.



Select "SB Collect" from Top Menu, that will lead to the next page:

State Bank Collect - Internet Explorer

https://www.online.sbi.com/sbico STATE B... State Bank Collect

File Edit View Favorites Tools Help

SBI State Bank Collect

Products & Services Know More

STATE BANK COLLECT
A MULTI-MODAL PAYMENT PORTAL

DISCLAIMER CLAUSE

Terms Used

- > Corporate Customer: Firm/Company/Institution (F/C/I) collecting payment from their beneficiaries.
- > User: The beneficiary making a payment to F/C/I for the services/goods availed.
- > Bank shall not be responsible, in any way, for the quality or merchantability of any product/merchandise or any of the services related thereto, whatsoever, offered to the User by the Corporate Customer. Any disputes regarding the same or delivery of the Service or otherwise will be settled between Corporate Customer and the User and Bank shall not be a party to any such dispute. Any request for refund by the User on any grounds whatsoever should be taken up directly with the Corporate Customer and the Bank will not be concerned with such a request.
- > Bank takes no responsibility in respect of the services provided and User shall not be entitled to make any claim against the Bank for deficiency in the services provided by the Corporate Customer.
- > The User shall not publish, display, upload or transmit any information prohibited under Rule 3(2) of the Information Technology (Intermediaries guidelines) Rules, 2011.
- > In case of non-compliance of the terms and conditions of usage by the User, the Bank has the right to immediately terminate the access or usage rights of the User to the computer resource of the Bank and remove the non-compliant information.

☒ I have read and accepted the terms and conditions stated above.
(Click Check Box to proceed for payment.)

Proceed

© State Bank of India Privacy Statement Disclosure Terms of Use

"Proceed" will lead to the next page:

State Bank Collect - Internet Explorer

https://www.online.sbi.com/sbico STATE B... State Bank Collect

File Edit View Favorites Tools Help

SBI State Bank Collect

State Bank Collect - State Bank Mops

State Bank Collect / State Bank Collect

State Bank Collect 09-Jan-2019 | 12:23 PM IST

Select State and Type of Corporate / Institution

State of Corporate / Institution * ----- Select State -----

Type of Corporate / Institution * ----- Select Type -----

Go

Mandatory fields are marked with an asterisk (*)

State Bank Collect is a unique service for paying online to educational institutions, temples, charities and/or any other corporates/institutions who maintain their accounts with the Bank.

© State Bank of India Privacy Statement Disclosure Terms of Use

Select "All India" in "State of Corporate / Institution " & Select "Commercial Services" in "Type of Corporate / Institution".

“Go” will lead to the next page:

Select "SBI Infra Management Solutions" in Commercial Services Name and “Submit”

Select “Tender Application Fee” in “Payment Category” and enter the “Tender ID” exactly as we preloaded with characters in Uppercase only in place of Circle Codes.

ARCHITECT- DESIGN CONSULTANTS

The next Page will be ready with few of the Preloaded Tender Details:

The screenshot shows the State Bank Collect website interface. The header includes the SBI logo and navigation links. The main content area displays the company name 'SBI Infra Management Solutions Pvt Ltd' and its address. Below this, there is a section titled 'Provide details of payment' which contains a form with the following fields:

- Select Payment Category * (Dropdown menu showing 'TENDER APPLICATION FEE')
- Tender ID * (Text field with value 'MUM2019010005')
- Tender Name (Text field with value 'Corp 05')
- Open Date (Text field with value '06-01-2019')
- End Date (Text field with value '12-01-2019')
- Amount in Rupees * (Text field with value '10000')
- Vendor Email ID (Text field)
- Vendor GST No * (Text field)
- Vendor Mobile No * (Text field)
- Vendor Name * (Text field)
- Remarks (Text area)

Below the form, there is a section for personal or corporate banking details:

- Please enter your Name, Date of Birth (For Personal Banking) / Incorporation (For Corporate Banking) & Mobile Number. This is required to reprint your e-receipt / remittance(PAP) form, if the need arises.
- Name * (Text field)
- Date Of Birth / Incorporation * (Text field with a calendar icon)
- Mobile Number * (Text field)
- Enter the text as shown in the image * (Text field with value '39E10')

At the bottom of the form, there are three buttons: 'Submit', 'Reset', and 'Back'. A red box contains the following notes:

- Mandatory fields are marked with an asterisk (*)
- The payment structure document if available will contain detailed instructions about the online payment process.
- Date specified(if any) should be in the format of 'ddmmyyy'. Eg., 02082008

The footer of the website includes the copyright notice '© State Bank of India' and links for 'Privacy Statement', 'Disclosure', and 'Terms of Use'.

The Vendor will have to fill up the fields properly and upon making the payment a receipt will be generated with a Reference No.

NOTE:

- VENDORS ARE REQUESTED TO SUBMIT THE COPY OF PAYMENT RECEIPT OF TENDER APPLICATION FEE ALONG WITH THE TECHNICAL BID IN HARD COPY.
- VENDORS ARE REQUESTED TO CONTACT THE CONCERNED EIC FPR ANY FUTHER QUARRY RELATED TO THIS PROJECT.