



PREMISES & ESTATE DEPARTMENT, LHO MAHARASHTRA

3RD FLOOR, SYNERGY BUILDING, G- BLOCK,
BANDRA KURLA COMPLEX, MUMBAI-400 051

TENDER ID: MAH202109 002

PART – A: TECHNICAL BID

**TENDER FOR PROPOSED A.C. WORKSAT DHULE MAIN BRANCH OF SBI OPP.
ZILLA PARISHAD AT DHULE**

TENDER SUBMITTED BY :

NAME : _____

ADDRESS : _____

DATE : _____



NOTICE INVITING TENDERS

SBI invites Online Item Rate Tenders for the Tender for Proposed A.C. WORKS at DHULE MAIN BRANCH, Dhule

The Empaneled Electrical Contractors in '**Category : A.C. WORKS up to 25 Lakhs-** with SBI / SBIIMS are only eligible to participate in this tender.

e-Tendering Contact persons : Smt. Geeta Guatam - 079-68136814/
7990334460

Shri. Vishal Tiwari - 09081000235

The details of tender are as under:

SN	Particulars	Details
1	Name of work	Tender for Proposed A.C. WORKS at DHULE MAIN BRANCH OPP. ZILLA PARISHAD AT DHULE
2	Nature of Work	A.C. Works
3	Time allowed for completion	90 days (3 Months)
4	Earnest Money Deposit	Not applicable, as per Govt guidelines
5	Security Deposit (SD)	For the successful bidder, total security deposit shall be 5% of the contract value. Out of this, 2% of the contract value will be in the form of Initial Security Deposit (ISD); which includes the EMD. Balance 3% shall be deducted from the running account bill of the work at the rate of the 10% of respective running account bill i.e. deduction from each running bill account will be 10%, till the 3% of the contract value is achieved and total of 5%. In case running bills are not paid/submitted, whole 3% of the remaining ISD will be deducted from the final bill paid.
6	Date of issue of tender documents (Technical Bid & Price Bid) from the Bank's website	06.09.2021 to 20.09.2021 from Bank's website BANK.SBI under <Link>procurement news.
	(a) Technical Bid (<u>Only SBI / SBIIMS empanelled vendors</u>)	From 06.09.2021 to 20.09.2021 Available at M/s e-Procurement Technologies Ltd., our Service Provider's portal https://etender.sbi/SBI/
	(b) Online Price Bid (<u>only to those bidders who qualify in Technical Bid.</u>)	From 06.09.2021 to 20.09.2021 Available at M/s e-Procurement Technologies Ltd., our Service Provider's portal https://etender.sbi/SBI/
7	Last date & time for submission of Technical Bid	20.09.2021 by 12:00 PM Noon Note: It is sole responsibility of the bidder to ensure submission of their Tender documents alongwith EMD by stipulated date and time at specified address failing which they will not be eligible to participate in E-reverse Auction.
8	Address for submission of tender document.	The Assistant General Manager (P&E), LHO Maharashtra, State Bank of India, 3 rd Floor, Synergy Building, Bandra Kurla Complex, Mumbai - 51.

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9	Last date & time for submission of Online Technical bid	20.09.2021 by 12:00 PM at Service Provider's portal https://etender.sbi/SBI/
10	Date and Time of opening of Online Technical Bid	20.09.2021 by 01:30 PM
11	Last date and time for submission of Online Price Bid	20.09.2021 till 12:00 Noon at Service Provider's portal https://etender.sbi/SBI/
12	Date and Time of opening of Online Price Bid	04:00 PM on 20.09.2021 at Service Provider's portal https://etender.sbi/SBI/
13	Defects Liability / Warranty period	1-year from the date of installation for free replacement for any manufacturing defect(excluding damages due to natural calamities).
14	Liquidated Damages	0.50% per week subject to max. 5% of contract amount for delay in completion of work.
15	Validity of offer	90 days from the date of opening of Price-bid
16	Value of Interim Certificate	Rs. 10 Lakhs. No advance on materials / plant / machinery or mobilization advance shall be paid under any circumstances
17	Submission of Technical Bid (Hard Copy)	Contractors shall Download the entire Technical Bid to get acquainted with the terms and conditions and <u>shall upload compulsorily the pages numbered from 1 to 10 of the technical bid</u> without fail in the e-tendering portal after putting the signature and seal. Failing to upload as stated above, the tender will be rejected. However, L1 Bidder should submit the whole technical bid spirally bound securely and in serial order containing pages 1 to 45 duly signed with company seal and date to this Office within 3 days of receipt of confirmation.

18. For any clarifications regarding E-tendering procedure, System requirements etc. please contact M/s e-Procurement Technologies Limited, B-704, Wall Street - II, Opp. Orient Club, Nr. Gujarat College, Ahmedabad 380 006. Gujarat State, India.

19. The Contractor/ Vendor shall sign and stamp each page of the tender document thereby ensuring the number and sequence of all pages. Tender documents without seal and signature of the authorized bidder are liable to be rejected.

20. No conditions other than mentioned in the tender will be considered, and if given they will have to be withdrawn before opening of the price-bid.

21. The SBI reserve their rights to accept or reject any or all the tenders, either in whole or in part without assigning any reason(s) for doing so and no claim / correspondence shall be entertained in this regard.

22. 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.

Yours faithfully,

The Assistant General Manger (P&E)
LHO Maharashtra

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INSTRUCTIONS TO THE BIDDERS

1.0 Scope of work

Tender for Proposed A.C. WORKS at DHULE MAIN BRANCH, Dhule

1.1 Site and its location

DHULE MAIN BRANCH, Dhule

2.0 Tender documents

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

- Instructions to bidders
- General conditions of Contract
- Special conditions of Contract
- Price bid

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:

- a. Price Bid
- b. Technical specifications
- c. Special conditions of contract
- d. General conditions of contract
- e. Instructions to Bidders

2.3 Complete set of tender documents including relative drawings can be downloaded from the Bank's website **BANK.SBI** under <Link>procurement news as per schedule furnished in the NIT.

2.4 The tender documents are not transferable.

3.0 Site Visit

3.1 The bidder must obtain himself on his own responsibility and his own expenses all information and data that may be required for the purpose of filling this tender document and enter into a contract for the satisfactory performance of the work. The bidder 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 bidder shall be solely responsible for considering the financial effect of any or all the factors while submitting his tender.

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5.0 **Initial/ Security Deposit**

The successful bidder will have to submit a sum equivalent to 2% of accepted tender value less EMD by means of DD drawn in favour of SBI. Payable at Mumbai within a period of 10 days from the date of receipt of Letter of Intent (LOI)/ Work Order from SBI.

No interest shall be paid to the amount retained by the SBI as Security Deposit.

6.0 **Signing of contract Documents**

The successful bidder shall be bound to implement the contract by signing an agreement and conditions of contract with the respective Circles (LHOs) of SBI within 15 days from the receipt of intimation of acceptance of the tender by the SBI. However, the written acceptance of the tenders by the Bank will constitute a binding agreement between the Bank and successful bidder whether such formal agreement is subsequently entered into or not.

7.0 **Completion Period**

Time is essence of the contract. The work should be completed in all respect accordance with the terms of contract within a period of **90 days (3 Months)** from the date of award of work.

8.0 **Validity of tender**

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

9.0 **Liquidated Damages**

The liquidated damages on account of delay shall be 0.50% of Cumulative Awarded value per week subject to a maximum of 5% of Cumulative awarded contract value or actual Invoice Value.

10.0 **Rate and prices:**

10.1 **In case of item rate tender**

10.1.1 The bidders shall quote their rates for individual items both in words and figure. In case of discrepancy between the rate quoted in words and figures, the unit rate quantity in words will prevail. 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.

If no rate is quoted for one or more tender items, such tenders shall be treated as Non-Responsive Tenders and the same shall be summarily rejected.

10.1.2 The bidders 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/ Vendor would be paid accordingly.

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- 1.1.3 The bidder should not change or modify or delete the description of the item. If any discrepancy is observed he should immediately bring to the knowledge of the **SBI**.
- 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 totaled and the grand total shall be given.
- 11.1.6 The rate quoted shall be firm and shall include all costs, allowances, taxes, levies during the currency of contract including authorized extension, if any, but excluding GST, which shall be mentioned in the bills/invoices separately, as applicable.
- 11.1.7 The SBI reserve their rights to accept any tenders, either in whole or in part or may entrust the work in phases or may drop the part scope of work at any stage of the project within its sole discretion without assigning any reason(s) for doing so and no claim / correspondence shall be entertained in this regard.
- 11.1.8 In case, it is decided by the SBI to drop one or more items from the scope of work at any stage of the project, the Contractor/ Vendor shall not be entitled to raise any claim / compensation for such deleted scope of work. Also, the SBI may consider issuing work order for various branches/offices in phases but within a reasonable time interval and the Contractor/ Vendor shall be bound to execute the same within the stipulated time period and as per rates quoted by them in this tender without any claim for price escalation.

LETTER OF UNDERTAKING(Annexure I)

(The bidders are required to print this on their company's letter head and sign, stamp before emailing)

The Assistant General Manager (P&E),
LHO Maharashtra, State Bank of India,
3rdFloor, Synergy Building,
Bandra Kurla Complex,
Mumbai - 51.

Dear Sir,

Having examined the drawings, specification, design and schedule of quantities relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the tender, I/We hereby offer to execute the works specified in the said memorandum at the rates mentioned in the attached Schedule of Quantities and in accordance in all respects with the specifications, design, drawings and instructions in writing referred to in conditions of tender, the Articles of Agreement, Special Conditions, Schedule of Quantities and Conditions of Contract and with such materials as are provided for by, and in all other respects in accordance with such conditions so far as they may be applicable.

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MEMORANDUM

(a)	Description of work	Proposed A.C. WORKSat DHULE MAIN BRANCH, Dhule
(b)	Earnest Money	Not applicable
(c)	Time allowed for completion of the Works from Seven day after the date of written Order or date of handing over of the site (Whichever is later) to commence the work	90 days (3 Months)

- 1) Should this tender be accepted, I/we hereby agree to abide by and fulfill the terms and provisions of the said conditions of contract annexed hereto so far as may be applicable or in default thereof to forfeit and pay to SBI, the amount mentioned in the said contract.

 - 2) I/ We understand that as per terms of this tender, the SBI may consider accepting our tender in part or whole or may entrust the various work proposed in phases. We, therefore, undertake that we shall not raise any claim/ compensation in the eventuality of Bank deciding to drop any of the work from the scope of work of this tender at any stage during the contract period. Further, we also undertake to execute the work entrusted to us in phases on our approved rates and within stipulated time limit without any extra claim for price escalation as also provided for in the clause 11.1.6 "Instructions to Bidders" of this tender.

 - 3) I/ We, hereby, also undertake that, we will not raise any claim for any escalation in the prices of any of the material during the contract/execution/completion period including authorized extended contract period, if any.

 - 4) Our Bankers are:
 - i)
 - ii)
- The names of partners of our firm are:
- i)
 - ii)

Name of the partner of the firm
Authorised to sign
Or
(Name of person having Power of
Attorney to sign the Contract.
(Certified true copy of the Power
of Attorney should be attached)
Yours faithfully,
Signature of Contractors.
Signature and addresses of Witnesses

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- i)
- ii)

Process Compliance Statement (Annexure II)

(The bidders are required to print this on their company's letter head and sign, stamp before emailing)

To,
E-Procurement Technologies Ltd. (Auction Tiger)
B-704 Wall Street - II,
Opp. Orient Club,
Nr. Gujarat College, Ahmedabad - 380 006.
Gujarat State, India

Sub: Tender for Proposed A.C. WORKS at DHULE MAIN BRANCH, Dhule

Dear Sir,

This has reference to the Terms & Conditions for the Reverse Auction 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 Reverse Auction as mentioned in RFP of SBI as well as this document and confirm our agreement to them.
- 3) We also confirm that we have taken the training on the auction tool and have understood the functionality of the same thoroughly.
- 4) We confirm that SBI and ETL shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the e-auction platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the auction event.
- 5) **We also confirm that we have a valid digital signature certificate issued by a valid Certifying Authority.**
- 6) We also confirm that we will mail the price confirmation & break up of our quoted price as per Annexure III & Annexure IV within 24 hours of the completion of the reverse auction and the format as requested by SBI/ETL.
- 7) We, hereby confirm that we will honor the Bids placed by us during the auction process.

With regards,

Date:

Signature with company seal

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Name:

Company / Organization:

Designation within Company / Organization:

Address of Company / Organization:

Scan it and send to this Document on sujith@eptl.in

GENERAL CONDITIONS OF CONTRACT

1.0 Definitions: -

“Contract means the documents forming the tender and the acceptance there of and the formal agreement executed between SBI (client) and the Contractor/ Vendor, together with the documents referred there in including these conditions, the specifications, designs, drawings and instructions issued from time to time by the 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 Madame Cama Road, Nariman Point, Mumbai- 400 021 and its representative Local Head Offices/Administrative Offices/Regional Business Offices/Branches at various places across India and includes the client’s representatives, successors and assigns.

1.1.2 ‘The Contractor/ Vendor’ shall mean the individual or firm or company undertaking the works and shall include legal personal representative of individual or composing the firm or company and the permitted assignees of individual or firms of company.

1.1.3 The expression ‘works’ or ‘work’ shall mean the permanent or temporary work description in the “Scope of work” and / or to be executed in accordance with the contract includes materials, apparatus, equipment, temporary supports, fittings and things of kinds to be provided, the obligations of the Contractor/ Vendor hereunder and work to be done by the Contractor/ Vendor under the contract.

1.1.4 Engineer’ shall mean the representative Civil / Electrical Engineer of the SBI

1.1.5 ‘Drawings’ shall mean the drawings prepared and issued by SBI or their Architects and referred to in the specifications and any modifications of such drawings as may be issued by the Engineer from time to time.

1.1.6 ‘Contract value shall mean value of the entire work as stipulated in the letter of acceptance of tender subject such additions thereto or deductions there from as may be made under the provide herein after contained.

1.1.7 Specifications’ shall mean the specifications referred to in the tender and modifications thereof as may time to time be furnished or approved by the SBI

1.1.8 “Month” means calendar month.

1.1.9 “Week” means seven consecutive days.

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1.1.10 "Day" means a calendar day beginning and ending at 00 Hrs. and 24 Hrs. respectively.

1.1.11 SBI's Engineer" shall mean The Civil / Electrical Engineer in - charge of the Project, as nominated by the AGM (P&E), SBI LHO Maharashtra.

2.0 **CLAUSE**

1.0 **Total Security Deposit:** The Total Security deposit comprise of

- a) Earnest Money Deposit
- b) Initial security deposit
- c) Retention Money

b) **Initial Security Deposit (ISD)**

The amount of ISD shall be 2% of accepted value of tender (In the instant case, the cumulative contract awarded value of all the Circles put together shall be considered for the purpose) including the EMD in the form of DD/PO drawn on any scheduled Bank. The shall be deposited within 15 days from the date of acceptance of tender.

c) **Retention Money: -**

An amount @ 5% of the bill amount will be retained by the SBI from the bills and the same will be released by the SBI against Bank guarantee for equal amount issued by any Nationalized/Scheduled Bank in the SBI's approved format valid for 1 year. The Bank guarantee shall be released only after completion of warranty period of 1-year provided no complaint is received or the defects has been rectified by replacing the same satisfactorily.

The successful bidder may choose to submit such Bank Guarantee to the SBI soon after commencement of work to avoid deduction of retention money from the Bills.

No advance on materials / plant / machinery or mobilization advance shall be paid in any circumstances.

2.0 **Language**

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

2.0 **Errors, Omissions and discrepancies**

In case of errors, omissions and/ or disagreement between written and scaled 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.

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- iii) Between written description of the item in the specifications and descriptions in bills of quantities of the same item, the former shall be adopted:
- a) In case of difference between rates written in figures and words, the rate in words shall prevail.
- b) Between the duplicate / subsequent copies of the tender, the original tender shall be taken as correct.

4.0 **Scope of Work:**

The Contractor/ Vendor shall carryout, complete and maintain the said work in every respect strictly accordance with this contract and with the directions of and to the satisfaction of the Bank to be communicated through SBI. The SBI at the direction of the Bank from time to time issue further drawings and / or written instructions, detailed directions and explanations which are hereafter collectively referred to as instructions in regard to the variation or modification of the design, quality or quantity of any work or the addition or omission or substitution work. Any discrepancy in the drawings or between BOQ and / or drawings and / or specifications should be brought to the notice of SBI immediately. The removal from the site of any material brought thereon by the Contractor/ Vendor and any substitution of any other materials therefore the removal and / or re-executed of any work executed by him. The dismissal from the work of any person engaged thereupon.

5.0 i) **Letter of Acceptance:**

Within the validity period of the tender the SBI shall issue a letter of acceptance directly by registered post or otherwise depositing at the office of the Contractor/ Vendor 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/ Vendor.

ii) **Contract Agreement:**

On receipt of intimation of the acceptance of tender from the SBI the successful bidder shall be bound to implement the contract and within ten days there of 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 are the properties of the SBI. They are not to be used on other work.

7.0 **Detailed drawings and instructions:**

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

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The work shall be executed in conformity therewith and the Contractor/ Vendor prepare a detailed program 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

7.0 Copies of agreement

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

8.0 Liquidated damages:

If the Contractor/ Vendor fails to maintain the required progress in terms of relevant clause under General Conditions of Contract (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 damage at the rate of 0.50% of the contract value subject to a maximum of 5% of the contract value.

9.0 Materials, Appliances and Employees

Unless or otherwise specified the Contractor/ Vendor 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/ Vendor 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 behavior is found to be unsatisfactory by the SBI he shall be removed from the site immediately.

10.0 Permits, Laws and Regulations:

Permits and licenses required for the execution of the work shall be obtained by the Contractor/ Vendor at his own expenses. The Contractor/ Vendor shall give notices and comply with the regulations, laws, and ordinances rules, applicable to the contract. If the Contractor/ Vendor observes any discrepancy between the drawings and specifications, he shall promptly notify the SBI in writing. If the Contractor/ Vendor 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.

11.0 Setting out Work:

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

12.0 Protection of works and property:

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The Contractor/ Vendor 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/ Vendor shall take all precautions for safety and protections 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 on about or adjacent to his place of work. The Contractor/ Vendor shall take insurance covers as per clause 24.0 at his own cost. The policy may be taken in joint names of the Contractor/ Vendor and the SBI and the original policy may be lodged with the SBI.

13.0 Inspection of work:

The SBI or their representatives shall at all reasonable times 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/ Vendor shall give every facility to the SBI and their representatives necessary for inspection and examination and test of the materials and workmanship. No person unless authorized by the SBI 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.

14.0 Assignment and subletting

The whole of work included in the contract shall be executed the Contractor/ Vendor 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 and no undertaking shall relieve the Contractor/ Vendor from the responsibility of the Contractor/ Vendor from active & superintendence of the work during its progress.

15.0 Quality of materials, workmanship & Test

All materials and workmanship shall be best of the respective kinds as described in the contract/BOQ and in accordance with SBI's instructions and shall be subject from time to time to such tests as the SBI. may direct at the place of manufacture or fabrication or on the site or an approved testing laboratory. The Contractor/ Vendor shall provide such assistance, instruments, machinery, labor, and materials as are normally required for examining measuring sampling and testing any material or part of work before incorporation in the work for testing as may be selected and required by the SBI.

ii) Samples

All samples of adequate numbers, size, shades & pattern as per specifications shall be supplied by the Contractor/ Vendor without any extra charges. If certain items proposed to be used are of such nature that samples cannot be presented or

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prepared at the site detailed literature / test certificate of the same shall be provided to the satisfaction of the SBI. Before submitting the sample / literature the Contractor/ Vendor shall satisfy himself that the material / equipment for which he is submitting the sample / literature meet with the requirement of tender specifications. Only when the samples are approved in writing by SBI the Contractor/ Vendor shall proceed with the procurement and installation of the particular material / equipment. The approved samples shall be signed by SBI for identification and shall be kept on record at site office until the completion of the work for inspection / comparison at any time. SBI 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 / equipment etc. shall be to the account of the Contractor/ Vendor.

iii) **Cost of tests**

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

16.0 **Obtaining information related to execution of work**

No claim by the Contractor/ Vendor for additional payment shall be entertained which is consequent upon failure on his part to obtain correct information as to any matter affecting the execution of the work nor any misunderstanding or the obtaining incorrect information or the failure to obtain correct information relieve him from any risks or from the entire responsibility for the fulfillment of contract.

17.0 **Contractor/ Vendor's superintendence**

The Contractor/ Vendor shall give necessary personal superintendence during the execution the works and as long, thereafter, as the SBI may consider necessary until the expiry of the defects liability period, stated here to.

18.0 **Quantities**

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.

19.0 **Works to be measured**

SBI may from time to time intimate to the Contractor/ Vendor that the work is required to be measured and the Contractor/ Vendor shall forthwith attend or send a qualified representative to assist the SBI 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 detail in the specifications. The representative of SBI shall take measurements with the Contractor/ Vendor's representative and the measurements shall be entered in the measurement book. The Contractor/ Vendor or his authorized representative shall sign all the pages of the measurement book in which the measurements have been recorded in token of his acceptance. All the corrections shall be duly attested by both representatives. No over writings shall be made in the Measurement book should the Contractor/ Vendor not attend or

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neglect or omit to depute his representative to take measurements the measurements recorded by the representative of the SBI shall be final. All authorized extra work, omissions and all variations made shall be included such measurement.

20.0 Variations

No alteration, omission or variation ordered in writing by SBI vitiates the contract. In case the SBI thinks proper at any stage 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 SBI shall give notice thereof in writing to the Contractor/ Vendor shall confirm in writing within seven days of giving such oral instructions the contract shall alter to, add to, or omit from as the case may be in accordance with such notice but the Contractor/ Vendor shall not do any work extra to or make any alterations or additions to or omissions from the works or any deviation from any of the provisions of the contract, stipulations, specifications or contract drawings without previous consent in writing of the SBI and the value of such extras, alterations, additions or omissions shall in all cases be determined by the SBI and the same shall be added to or deducted from the contract value, as the case may be.

21.0 Valuation of Variations

No claim for an extra item shall be allowed unless it shall have been executed under the authority of the SBI 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 given 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 sub-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 any remaining items or works are carried out, then the Contractor/ Vendor shall within 7 days of the receipt of the letter of acceptance inform the SBI 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 SBI shall fix such rate or prices as in the circumstances in its opinion are reasonable and proper, based on the market rate.
- d) Where extra work cannot be properly measured or valued the Contractor/ Vendor 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 SBI) 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 items where rates cannot be derived from the tender, the Contractor/ Vendor 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/ Vendor's overheads and profit. Such items shall, not be eligible for escalation.

22.0 Final measurement

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

23.0 Virtual Completion Certificate (VCC)

On successful completion of entire works covered by the contract to the full satisfaction of the SBI, the Contractor/ Vendor shall apply to SBI for completion certificate.

Upon the satisfactory fulfillment by the Contractor/ Vendor as stated above, the Contractor/ Vendor is entitled to apply to the SBI of satisfactory completion of work. Relative to which the completion certificate has been sought, the SBI shall within fourteen (14) days of the receipt of the application for completion certificate, issue a VCC in respect of the work for which the VCC has applied.

This issuance of a VCC shall not be without prejudice to the SBI's rights and Contractor/ Vendor liabilities under the contract including the Contractor/ Vendor's liability for defects liability nor shall the issuance of VCC in respect of the works or work at any site be construction as a waiver of any right or claim of the SBI against the Contractor/ Vendor in respect of or work at the site and in respect of which the VCC has been issued.

24.0 Insurance of works

24.1 Without limiting his obligations and responsibilities under the contract the Contractor/ Vendor shall insure in the joint names of the SBI and the Contractor/ Vendor against all loss of damages from whatever cause arising other than the excepted risks, for which he is responsible under the terms of contract and in such a manner that the SBI. and Contractor/ Vendor are covered for the period stipulated in clause 28 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/ Vendor 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) 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/ Vendor shall whenever have required produce to the SBI the policy of insurance and the receipts for payment of the current premiums.

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25.0 **Damage to persons and property**

The Contractor/ Vendor 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 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) Injuries 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 Contractor/ Vendors not being employed by the Contractor/ Vendor 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 damage was contributed to by the Contractor/ Vendor, 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 Contractor/ Vendors for the damage or injury.

26.0 **Contractor/ Vendor to indemnify SBI**

The Contractor/ Vendor shall indemnify the SBI. against all claims, proceedings, damages, costs, charges and expenses in respect of the matters referred to in the provision sub-clause 25 of this clause.

27.0 **Contractor/ Vendor's superintendence**

The Contractor/ Vendor 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 article 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/ Vendor shall be immediately notified thereof and the Contractor/ Vendor shall be at liberty, at his own expenses to settle any dispute or to conduct any litigation that may arise there from, provided that the Contractor/ Vendor 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 SBI in this behalf.

28.0 **Third Party Insurance**

- 28.1 Before commencing the execution of the work the Contractor/ Vendor but without limiting his obligations and responsibilities under clause 24.0 of GCC shall insure against his liability for any material 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 24.0 thereof.

28.2 Minimum amount of Third Party Insurance

Such insurance shall be effected with an insurer and in terms approved by the SBI whose approval shall not be reasonably withheld and for at least the amount stated below. The Contractor/ Vendor shall, whenever required, produce to the SBI the policy or policies of insurance cover and receipts for payment of the current premiums.

The minimum insurance cover for physical property, injury, and death is Rs.5 Lakh per occurrence with the number of occurrences limited to four. After each occurrence Contractor/ Vendor will pay additional premium necessary to make insurance valid for four occurrences always.

29.0 Accident or Injury to workman:

i. 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/ Vendor or any sub-Contractor/ Vendor, save and except an accident or injury resulting from any act or default of the SBI or their agents, or employees. The Contractor/ Vendor 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.

ii. Insurance against accidents etc. to workmen

The Contractor/ Vendor shall insure against such 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/ Vendor the Contractor/ Vendor's obligation to insure as aforesaid under this sub-clause shall be satisfied if the sub-Contractor/ Vendor shall have insured against the liability in respect of such persons in such manner that SBI is indemnified under the policy but the shall require such sub-Vendor to produce to the SBI when such policy of insurance and the receipt for the payment of the current premium.

iii. Remedy on Contractor/ Vendor's failure to insure

If the Contractor/ Vendor 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, then 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 that 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/ Vendor or recover the same as debt from the Contractor/ Vendor.

iv. Without prejudice to the others rights of the SBI against Contractor/ Vendors. In respect of such default, the employer shall be entitled to deduct from any sums payable to the Contractor/ Vendor the amount of any damages costs,

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charges, and other expenses paid by the SBI and which are payable by the Contractor/ Vendors under this clause. The Contractor/ Vendor shall upon settlement by the Insurer of any claim made against the insurer pursuant to a policy taken under this clause, proceed with due diligence to rebuild or repair 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/ Vendor and the Contractor/ Vendor 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.

30.0 Commencement of Works:

The date of commencement of the work will be reckoned as the date of execution of agreement with Circles SBI.

31.0 Time for completion

Time is essence of the contract and shall be strictly observed by the Contractor/ Vendor. The entire work shall be completed within a period of **90 calendar days** from the date of commencement.

32.0 Extension of time

If, the work be delayed for reasons beyond the control of the Contractor/ Vendor, the Contractor/ Vendor 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/ Vendor 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/ Vendor shall apply to the SBI. in writing at least 30 Days before the expiry of the scheduled time and while applying for extension of time he shall furnish the reason in detail and his justification if any, for the delays in the prescribed format for granting extension of time. While granting extension of time the Contractor/ Vendor shall be informed the period extended time which will qualify for levy of liquidated damages. For the balance period in excess of original stipulated period and duly sanctioned extension of time by the provision of liquidated damages as stated under clause 8.0 shall become applicable. Further the contract shall remain in force even for the period beyond the due date of completion irrespective whether the extension is granted or not.

33.0 Rate of progress

Whole of the materials, plant and labour to be provided by the Contractor/ Vendor 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 SBI. Should the rate of progress of the work or any part thereof be at any time be in the opinion the SBI too Slow to ensure the completion of the whole of the work the prescribed time or extended time for completion, the SBI shall thereupon take such steps as considered necessary to expedite progress so as to complete the works by the prescribed time or extended time. Such communications from the SBI neither shall

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relieve the Contractor/ Vendor from fulfilling obligations under the contract nor he will be entitled to raise any claims arising out of such directions.

34.0 Work during nights and holidays

Subject to any provision to the contrary contained in the contract no permanent work shall, as herein provided, be carried on during the night or on holidays without the permission in writing of the SBI, except 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/ Contractor/ Vendor shall immediately advise the SBI. However, the provisions 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 SBI at no extra cost.

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

35.0 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 of the work to be carried out. SBI shall give notice in writing to that effect to the Contractor/ Vendor and the Contractor/ Vendor shall act accordingly in the matter. The Contractor/ Vendor shall have no 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 Vendor shall be paid the charges on the cartage of only materials actually and bona-fide brought to the site of the work by the Contractor/ Vendor and rendered surplus as a result of the abandonment, curtailment of the work or any portion thereof and then taken back by the Vendor, provided however that the SBI 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 Vendor to stores, credit shall be given to him at the rates not exceeding those at which were originally issued to the Vendor after taking into consideration and deduction for claims on account of any deterioration or damage while in the custody of the Contractor/ Vendor and in this respect the decision of Architect / consultant shall be final.

36.0 Suspension of work

- i) The Contractor/ Vendor shall, on receipt of the order in writing of SBI (whose decision shall be final and binding on the Contractor/ Vendor) suspend the progress of works or any part thereof for such time and in such manner as SBI may consider necessary so as not to 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/ Vendor, or

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- b) For proper execution of the works or part thereof for reasons other than the default the Vendor/ Contractor, or
- c) For safety of the works or part thereof.

The Contractor / Vendor shall, during such suspension, properly protect and secure the works the extent necessary and carry out the instructions given in that behalf by the SBI.

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

The Contractor/ Vendor shall be entitled to an extension of time equal to the period of every such suspension. No compensation whatsoever shall be paid on this account.

37.0 Action when the whole security deposit is forfeited

In any case in which under any clause or clauses of this contract, the Contractor/ Vendor shall have rendered himself liable to pay compensation amounting to the whole of his security deposit the SBI 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 contract (of which rescission notice in writing to the Contractor/ Vendor by SBI shall be conclusive evidence) and in which case the security, deposit of the Contractor/ Vendor 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 part of the work, debiting the Contractor/ Vendor with the cost of the labour and materials cost of such labour and materials (as worked out by the SBI shall final and conclusive against the Contractor/ Vendor) and crediting him with the value of the work done, in all respects in the same manner and at the same manner and at the same rates as if it had been carried out by the Contractor/ Vendor under the terms of this contract certificate of SBI as to the value of work done shall be final conclusive against the Contractor/ Vendor.
- c) To measure up the work of the Contractor/ Vendor, and to take such part thereof as shall be unexecuted, out of his hands, and to give it to another Contractor/ Vendor 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/ Vendor, if the whole work had been executed by him (The amount of which excess the certificates in writing of the SBI shall final and conclusive) shall be borne by original Contractor/ Vendor and may be deducted if 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/ Vendor 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/ Vendor 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 SBI will have certified in writing the performance of

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such work and the value payable in respect thereof, and he shall only be entitled to be paid the value so certified.

38.0 Owner's right to terminate the contract

If the Contractor/ Vendor 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 seven days after notice to him to do so, to show to the reasonable satisfaction of the SBI that he is able to carry out and fulfill the contract, and to dye security therefore if so required by the SBI

Or if the Contractor/ Vendor (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/ Vendor.

Or shall assign or sublet this contract without the consent in writing of the SBI or shall charge or encumber this contract or any payment dueto which may become due to the Contractor/ Vendor there under:

- a) has abandoned the contract; or
- b) has failed to commence the worksor has without any lawful excuse under these conditions suspended the progress of the works for 14 days after receiving from the SBI 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 within 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 that the said materials were condemned and rejected by the SBI 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 contactor for seven days after written notice shall have been given to the Contractor/ Vendor to observe or perform the same or has to the detriment of good workmanship or in defiance of the SBI to the contrary subject any part of the contract.*

Then and in any of said cases the SBI may notwithstanding any previous waiver, after giving seven days' notice in writing to the Contractor/ Vendor, determine the contract, but without thereby affecting the powers of the SBI or the obligation and liabilities of the Contractor/ Vendor the whole of which shall continue in force as fully as if the contract had not been determined and as if the works subsequently had been executed by or on behalf of the Contractor/ Vendor. And, further the SBI or their employees may enter upon and take possession of the work and all plants, took 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 Contractor/ Vendors or persons to the work and the Contractor/ Vendor shall not in any was interrupt or do any act, matter or thing to prevent or hinder such other Contractor/ Vendor or other persons employed for complement and finishing or using the materials and plant for the works.

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When the works shall be completed or as soon thereafter as convenient to the SBI a notice in writing will be given to the Contractor/ Vendor to remove his surplus materials and plants and should the Contractor/ Vendor fail to do so within 14 days after receive thereof by him the SBI sell the same by publication, and after due publication, and shall, adjust the amount realized by such auction. The Contractor/ Vendor shall have no right to question any of the act of the SBI incidental to the sale of the materials etc.

39.0 **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 payment from SBI from time to time. The SBI shall recover the statutory recovering other dues including the retention amount from the certificate of payment.

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

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

The Architect / consultant may by any certificate make any corrections required 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

The Contractor shall not submit interim bills when the approximate value of work done by him is less than **Rs. 10.0 Lakh**.

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 no dispute in respect of rates and quantities.

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

After successful completion of work, the Contractor/ Vendor shall prepare separate bills for each branch/office/ATM/site and submit the branch-wise Tax Invoices/Bills along with specified **5 to 10 years Warrantee on Company Warrantee Cards / on Rs.500/- Non-Judicial Stamp paper** for Supply of Furniture/waterproofing or other similar works along with a certificate/acknowledgement certifying completion of work by SBI or their authorized representative.

No advance on materials / plant / machinery or mobilization advance shall be paid in any circumstances.

The SBI shall recover the statutory recoveries viz. TDS, retention and other dues, if any, as per contractual provisions.

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The SBI shall have power to withhold the payment if the work or part thereof is not carried out to their satisfaction.

40.0 A. Settlement of Disputes and Arbitration

Except where otherwise provided in the contract all questions and disputes to the meaning of the specifications, design, drawings and instructions herein before mentioned and as to the quality of workmanship or 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 the 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:

- i) 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 deductions 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 ASSISTANT GENERAL MANAGER (P&E), MAHARASHTRA CIRCLE OF SBI., Head Office, Raheja Chambers, Free Press Journal Marg, Mumbai And endorse 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 SBI 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 ASSISTANT GENERAL MANAGER (P&E), MAHARASHTRA CIRCLE** 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 ASSISTANT GENERAL MANAGER (P&E), MAHARASHTRA CIRCLE in writing in the manner and within the time aforesaid.

B. Settlement of Disputes and Arbitration

The AGM (P&E), shall give his decision in writing on the claims notified by the receipt of the contractor may within 30 days of the receipt of the decision of THE ASSISTANT GENERAL MANAGER (P&E), MAHARASHTRA CIRCLE/ Submit his claims to the conciliating authority namely the ASSISTANT GENERAL MANAGER (P&E), MAHARASHTRA CIRCLE, 3rd Floor, Synergy Building, BKC, Mumbai. For conciliation along with all details and copies of correspondence exchanged between him and the SBI.

- iii) 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 Dy. General Manager & Chief Development Officer of the Maharashtra Circle for appointment of an arbitrator to adjudicate the notified claims falling which the claims of the contractor shall be deemed to have been considered absolutely barred and waived.
- iv) Except where the decision has become final, binding and conclusive in terms of the contract, all disputes or differences arising out of the notified claims of the contractor as aforesaid and all claims of the SBI shall be referred for adjudication through arbitration by the Sole Arbitrator appointed by the Dy. General Manager &

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Chief Development Officer of the Maharashtra Circle and who will be of minimum Deputy General Manager rank. It will also be no objection to any such appointment that the Arbitrator so appointed is a SBI Officer and that he had to deal with the matters to which the Contract relates in the course of his duties as SBI, 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 Dy. General Manager & Chief Development Officer of the Maharashtra Circle. Such person shall be entitled to proceed with the reference from the stage at which it was let 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 Chief General Manager as aforesaid should act as arbitrator.

The conciliation and arbitration shall be conducted in accordance with the provisions of the Arbitration & Conciliation Act 1996 or any or any accordance modification or reenactment 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 SBI 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 arbitrators 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.

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 in accordance with up to date rules laid down by the Bureau of Indian Standards. In the event any dispute / disagreement the decision of the SBI shall be final and binding on the corrector.

42.0 Maintenance of registers

The contractor shall maintain the following registers as per the enclosed perform at site of work and should produce the same for inspection of STATE BANK OF INDIA / 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 secured advance
- ii) Register for hindrance to work

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- iii) Register for running account bill
- iv) Register for labour

43.0 **Force Majeure**

- 43.1 Neither Contractor/ Vendor nor SBI shall be considered in default in performance of the obligations if such performance is prevented or delayed by events such as but not war, hostilities revolution, riots, civil commotion, strikes, lockout, conflagrations, epidemics, accidents, fire, storms, floods, droughts, earthquakes or ordinances or any act of or for any other cause beyond the reasonable control of the party affected or prevents or delayed. However, a notice is required to be given within 30 days from the happening of the event with complete details, to the other party to the contract.
- 43.2 As soon as the cause of force majeure has been removed the party whose ability 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.
- 43.3 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 caused itself and inability resulting there from having been removed, the agreed time completion of the respective obligations under this agreement shall stand extended a period equal to the period of delay occasioned by such events.
- 43.4 Should one or both parties be prevented from fulfilling the contractual obligations by state of force majeure lasting to a period of 6 months or more the two parties, shall mutually decide regarding the future execution of this agreement.

44.0 **Local laws, Acts Regulations:**

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

45.0 **Accidents**

The Contractor/ Vendor 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/ Vendor 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.

- 46.0 The contractor's shall be bound to comply the following provision in terms of **“Restrictions imposed by the Government of India, Ministry of Finance Department of Expenditure under Rule 144 (XI) of General Financial Rules 2017 vide their order no. F. No 6/18/2019/PPD dated 23rd July 2020”** as under;



- I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender ONLY if the bidder is registered with the Competent Authority (registration committee constituted by the Department for Promotion of Industry and Internal Trade).
- II. 'Bidder' (including the term 'bidder', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial judicial person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- III. 'Bidder from a country which shares a land border with India (such a country)' for this purpose means:
 - a. An entity incorporated, established or registered in such a country; or
 - b. A subsidiary of an entity incorporated, established or registered in such a country; or
 - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - d. An entity whose beneficial owner is situated in such a country; or
 - e. An Indian (or other) agent of such an entity; or
 - f. A natural person who is a citizen of such a country; or
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- IV. The beneficial owner for the purpose of (iii) above will be as under:
 1. In case of A Company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more judicial person, has a controlling interest or who exercises control through other means.

Explanation-

 - a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five percent of shares or capital or profits of the company;
 - b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
 2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more judicial person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
 3. In case of an unincorporated association or body of Individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more judicial person, has ownership of or entitlement to more than fifteen percent of the property or the capital or profits of such association or body of individuals;
 4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
 5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen

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percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

- V. An Agent is a person to do any act for another, or to represent another in dealings with third person.
- VI. The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.
- VII. All bidders need to submit a declaration-cum-certificate (along with evidence) in this regard as per “**Annexure Q**”. Failure to submit such valid declaration-cum-Certificate will make the bid liable for rejection.”



ANNEXURE "Q"

Declaration-Cum- Certificate on the Letter Head of Bidder Regarding Restrictions on Procurement From Bidders From A Country Or Countries, On Grounds Of Defence In India, Or Matters Directly Related Thereto, Including National Security.

Restrictions under Rule 144 (XI) of General Financial Rules 2017 of Ministry of Finance, India order no. F. No 6/18/2019/PPD dated 23rd July 2020

I/We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India;

I/We, the bidder (Specify full name -----
-) certify that we are NOT from such a country OR, if from such a country, has been registered with Competent Authority.

I/We hereby certify that we fulfil all requirements in this regard and is eligible to be considered.

(Signature of Authorised Signatory along with Seal)

Name of authorised signatory:

Designation of Authorised signatory:

List of Evidences enclosed:

1. Copy of certificate of valid registration with the Competent Authority (Score out if not applicable)
2.
3.
4.

Date:

Place:

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SPECIAL CONDITION OF CONTRACT

1. The Technical Bid should contain the following: -
 - a. Technical Bid duly signed and sealed on each page.
 - b. If any, The Authorization Certificate issued by the Bank's approved Principal Manufacturer only certifying that the bidder is an Authorized Converter/Agency of their Company and they have been specifically authorized by them (i.e. OEM) to participate in the bidding process of SBI.
 - c. If any, An undertaking from the Bank's approved OEM, in original, to the effect that in case their Authorized Agency/Converter is not able to perform contractual obligations for the project during the contract period, the Original Manufacturer shall own full responsibility to comply all contractual obligations relating the captioned work of SBI at their own (i.e. OEM's) risk cost and consequences.

The technical bid not accompanied by abovementioned any one or more documents shall be treated as non-responsive bid and the same shall be summarily disqualified. Moreover, such bidders shall not be allowed to participate in the submission of Indicative Price bidding followed by the E-reverse auction. No correspondence shall be entertained in this regard.

2. Taxes, duties, levies etc.:

The rates quoted shall be inclusive of all taxes, duties, levies, royalties, fees, cess or charges in respect of the works but excluding GST which shall be payable over and above the approved rates as per actual. Variation of taxes, duties, fees, levies etc. (excluding GST) if any, till completion of work shall be deemed to be included in the quoted rates and no extra claim on this account in any case will be entertained. If a new tax or duty or levy or cess or royalty or octroi is imposed under as statutory law during the currency of contract the same shall be borne by the Contractor/ Vendor. **GST will however be paid by the SBI as applicable.**

3. The Contractor/ Vendor shall study the schedule of items, technical specifications, drawings, design, etc. for its sufficiency considering all the regulations of local authorities and supply company and code of standard as applicable at the time of submitting the tender and shall bring to the notice of bank, addition or deletion, if any, in writing before due date of submission of tender.

4. Acceptance of tender

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

5. Dimensions and levels

All dimensions and levels shown on the drawings shall be verified by the contractor and 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 dimension shall be scaled. Large scale details shall take precedence

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over small scale drawings. In case of discrepancy the contractor shall ask for clarification from the Architect / consultant before proceeding with the work.

6. Notice of operation

The contractor shall not carry out any important operation without the Consent in with from the Architect / consultant:

7. 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 construction.

8. Safety of adjacent structures and trees

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

9. Temporary works

Before any temporary works are commenced the contractor shall submit at least 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.

10. 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 a tube well / open well and bring water by means of tankers at his own cost for the purpose The STATE BANK OF INDIA 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 STATE BANK OF INDIA 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 contactor and charges payable for permanent connections, if

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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 Contractor's to obtain the requisite Permission from the various authorities, but the responsibility for obtaining the same in time shall be of the contractor

11. 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.

12. 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.

13. Firefighting arrangements

i) The contractor shall provide suitable arrangement for firefighting at his own cost. 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 sand and some with water this equipment shall be provided at suitable prominent and easily accessible place 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 makes the following arrangements at his own cost but not limited the following:

- a) Proper handling, storage and disposal of combustible materials and waste.
- b) Work operations which can create fire hazards.
- c) Access for fire-fighting equipment.
- d) Type, number and location of containers for the removal of surplus materials and rubbish.
- e) Type, size, number and location of fire extinguishers or other fire fighting equipment.
- f) General house keeping

14. 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 work 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 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 or 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

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handed over to the party against proper acknowledgment and the second copy will be retained for their record.

15. Temporary fencing/ barricading

The contractor shall provide and maintain a suitable temporary fencing / barricading and gates 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.

16. 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. -

17. 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.

18. Contractor to verify site measurement

The contractor shall check and verify all site measurements whenever requested other specialists contractors or other sub-contractors to enable them to prepare the own shop drawing and pass on the information with sufficient promptness as will in any way delay the works.

19. 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.

20. As built drawings

- i) For the drawings issued to the contractor by the Architect / Consultant. The architect Consultant will issue two sets of drawings to the Contractor for the items for some changes have been made. From the approved drawings as instructed by the STATE BANK OF INDIA / Architect / Consultant. The contractor will make the changes made on these copies and return these copies to the architect / Consultant for their approval. In cases revision is required or the corrections are not

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properly marked the architect / Consultant will point out the discrepancies to the contractor. The contractor will have to incorporated these corrections and / or attend to discrepancies either on copies as directed by the architect / consultant and resubmit to him for approval. The architect / consultant will return one copy duly approved by him.

- ii) For the drawings prepared by the contractor

The contractor will modify the drawing prepared by him wherever the changes made by the STATE BANK OF INDIA / architect / consultant. And submit two copies of such modified drawings to the architect/ consultant for approval. The architect / consultant will return one copy of the approved drawing to the contractor.

21. 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, aluminum doors and windows and any other item as specified in the tender. The architect/consultant may approve any make / agency within the approved list as given in the tender after inspection of the sample/mock up.

22. Procurement of materials

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

23. Excise duty, taxes, leviesetc.;

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 limited to sales tax, tax on works contract excise duty, and octroi, payable in respect of materials, equipment plant and other things required for the contact. All of the aforesaid taxes, duties, levies, fees and charges shall be to the contractor's account and the STATE BANK OF INDIA 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 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 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 statutory law during the currency of contract the same shall be borne by the contractor.

24. Photographs:

- The Contractor shall at his own expense supply to the Architects with duplicate hard copies of large photographs not less than 25 cm. x 20 cm. (10" x 8") of the works, taken from two approved portions of each building, at intervals of not more than one months during the progress of the work or at every important stage of construction.
- In addition to above, the contractor shall be bound to submit adequate no. of site photographs along with each Running Bill for the project clearing showing major progress of work measured and claimed therein failing which

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the Architect/ STATE BANK OF INDIA may consider returning the Bill to the contractor and no claim for delay on this account will be entertained.

ARTICLES OF AGREEMENT

(On non-judicial Stamp Paper of Rs. 500/- or as per latest Govt. Rules)

ARTICLES OF AGREEMENT made the _____ date of _____ between STATE BANK OF INDIA, having its office at Mumbai hereinafter called "the Client" of the One _____ Part _____ and _____

WHEREAS the STATE BANK OF INDIA is desirous of _____

_____ and has caused specifications describing the work to be done to be prepared by STATE BANK OF INDIA.

AND WHEREAS the said Drawings numbered _____ to _____ inclusive, the Specifications and the Schedule of Quantities have been signed by or on behalf of the parties hereto.

AND WHEREAS the Contractor has agreed to execute upon and subject to the Conditions set forth herein and to the Conditions set forth herein in the Special Conditions and in the Schedule of Quantities and Conditions of Contract (all of which are collectively hereinafter referred to as "the said conditions") the works shown upon the said Drawings and / or described in the said Specifications and included in the Schedule of Quantities at the respective rates therein set forth amounting to the sum as therein arrived at our such other sum as shall become payable there under (hereinafter referred to as "the said Contract Amount.)

NOW IT IS HEREBY AGREED AS FOLLOWS:

- 1) In consideration of the said Contract Amount to be paid at the times and in the manner set forth in the said Conditions, the Contractor shall upon and subject to the said Conditions execute and complete the work shown upon the said Drawings and described in the said Specifications and the priced Schedule of Quantities.
- 2) The Employer shall pay to the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the manner specified in the said Conditions.
- 3) The term "The Architects" in the said Conditions shall mean the **STATE BANK OF INDIA**, or in the event of their ceasing to be the Architects for the purpose of

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this Contract for whatever reason, such other person or persons as shall be nominated for that purpose by the Employer, not being a person to whom the Contractor shall object for reasons considered to be sufficient by the Employer, PROVIDED ALWAYS that no person or persons subsequently appointed to be Architects under this Contract shall be entitled to disregard or overrule any previous decisions or approval or direction given or expressed in writing by the outgoing Architects for the time being.

- 4) The said Conditions and Appendix thereto shall be read and construed as forming part of this Agreement, and the parties hereto shall respectively abide by submit themselves to the said Conditions and perform the Agreements on their part respectively in the said Conditions contained.
- 5) The Plans, Agreements and Documents mentioned herein shall form the basis of this Contract.
- 6) This Contract is neither a fixed lump-sum contract nor a piece work contract but a contract to carry out the work in respect of the entire building complex to be paid for according to actual measured quantities at the rates contained in the Schedule of Quantities and Rates or as provided in the said Conditions.
- 7) The Contractor shall afford every reasonable facility for the carrying out of all works relating to civil works, installation of lifts, Telephone, electrical installations, fittings air-conditioning and other ancillary works in the manner laid down in the said Conditions, and shall make good any damages done to walls, floors, etc. after the completion of his work.
- 8) The STATE BANK OF INDIA reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this Contract.
- 9) Time shall be considered as the essence of this Contract and the Contractor hereby agrees to commence the work soon after the Site is handed over to him or from 14th day after the date of issue of formal work order as provided for in the said Conditions whichever is later and to complete the entire work within **90 days** subject to nevertheless the provisions for extension of time.
- 10) All payments by the SBI under this Contract will be made only at Mumbai.
- 11) All disputes arising out of or in any way connected with this Agreement shall be deemed to have arisen at Mumbai and only the Courts in Mumbai shall have jurisdiction to determine the same.
- 12) That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.

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IN WITNESS WHEREOF THE EMPLOYER and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written.

SIGNATURE CLAUSE

SIGNED AND DELIVERED by the

_____ By the
(Employer)

hand of Shri _____

(Name and Designation)

(Signature of Employer)

In the presence of :

1) Shri / Smt. _____

(Signature of Witness)

Address _____

(Witness)

SIGNED AND DELIVERED by the

_____ by the
(Contractor)

(Signature of Contractors)

in the presence of :

Shri / Smt. _____

(Signature of Witness)

Address _____

(Witness)

SAFETY CODE

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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 cases when the injury necessitates hospitalization.
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 meters in length. The width between the side rails shall not be less than 30 cm. (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra handrail shall be engaged for holding ladder.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench half of the depth of trench whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.
7. No floor, roof or other part of the structure shall be so overloaded with debris or material as to render it unsafe.
8. Workers employed on mixing and handling material such as asphalt, cement, mortar, concrete and lime shall be provided with protective footwear and rubber hand gloves.
9. Those engaged in welding works shall be provided with welders' protective eye shield and gloves.
10. (i) No paint containing lead or lead products shall be used except in the form of paste readymade paint.
(ii) Suitable facemasks should be supplied for use by the workers when the paint 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 be provided to enable the working painters to wash during cessation of work.
12. Hoisting machines and tackle used in the works including their attachments anchor and supports shall be in perfect condition.
13. The ropes used in hoisting or lowering material or as a means of suspension shall be durable quality and adequate strength and free from defects.

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SAMPLE BUISNESS RULE DOCUMENT

E-Procurement Technologies Ltd.	State Bank of India
<p>B-704, Wall Street - II, Opp. Orient Club, Nr. Gujarat College, Ahmedabad - 380 006. Gujarat State, India</p> <p>Tel.: +91 79 61200 579 580 567 569 566</p> <p>Mr.Nisarg Thakkar E-mail :nisarg.thakkar@auctiontiger.net Contact No :99044 06300</p>	<p>The AGM (P&E), LHO Maharashtra, State Bank of India, 3rdFloor, Synergy Building, Bandra Kurla Complex, Mumbai - 51.</p> <p>Officer Name :T.N. Kulkarni Department : Chief manager Contact No : 9900072334 E-mail :agmpe.lhomah@sbi.co.in</p>

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TABLE - XIV

A. Cassette type indoor units.

These units shall be installed between the bottom of finished slab & top of false ceiling.

The maximum allowable height for the cassette type units shall not exceed 350 mm.

The unit shall be pre charged with first charge of R 32 / R 134A / R 407 / R 410 refrigerant.

Additional charge shall be added as per refrigerant piping at site.

The unit must have in built drain pump, suitable for vertical lift of 750 mm.

The unit casing shall be Galvanized Steel Plate / or as per manufacturer's specifications.

Unit must be insulated with sound absorbing thermal insulation material, Polyurethane foam. The noise level of unit at the highest operating level shall not exceed 42 dB(A), at a vertical distance of 1.5 m from the grille of the unit.

Unit shall have provision of connecting fresh air without any special chamber & without increasing the total height of the unit (288 mm maximum).

The unit shall be supplied with suitable decorative panel.

The unit shall be supplied with Resin Net filter with Mold Resistance. The filter shall be easy to remove, clean & re install.

The unit will be connected in series to a suitable outdoor unit & it must be possible to Operate the unit independently, through corded/ cordless remote specified in the "Bill of quantities". The unit will be further connected to Intelligent Building Management System (To be supplied by other vendors) & it shall be possible to operate the unit through this IBMS system.

The unit shall be supplied with following from the factory with following:

Operation Manual
Installation Manual
Paper pattern for installation

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Drain hose/ Clamp metal/ Washer fixing plate/ Sealing pads/ Clamps/ Screws/
Washer for hanging bracket/ Insulation for fitting

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B. Wall Mounted Units.

Wall mounted units must be compact & stylish design that does not detract from the Décor of the room.

The unit shall be precharged with first charge of R 32 / R 134A / R 407 / R 410 refrigerant.

Additional charge shall be added as per refrigerant piping at site.

Each indoor unit must have electronic expansion valve operated by microprocessor thermostat based temperature control to deliver cooling/ heating as per the heat load of the room.

The unit must have provision of adding drain pump kit if required & specified. The drain pump must be suitable to lift drain up to 1000 mm from the bottom of the unit.

Unit must be insulated with sound absorbing thermal insulation material, polystyrene/Polyethylene foam. The noise level of unit at the highest operating level shall not exceed 46 dB(A), at a vertical distance of 1.5 m from the grille of the unit.

The unit shall be supplied with Resin Net filter with Mold Resistance. The filter shall be easy to remove, clean & re install.

The unit grille must be washable with soap solution.

It shall be possible to set minimum 5 steps of discharge angle by remote controller.

It shall be possible to fit drain pipe from either side of the unit (Left or right)

The unit will be connected in series to a suitable outdoor unit & it must be possible to Operate the unit independently, through corded/ cordless remote specified in the bill of quantities. The unit will be further connected to Intelligent Building Management System(To be supplied by other vendors) & it shall be possible to operate the unit through this IBMS system.

The unit shall be supplied with following from the factory with following:

- Operation Manual
- Installation Manual
- Installation panel
- Paper pattern for installation
- Insulation tape/ Clamps/ Screws



A – 1: COPPER TUBING.

The parent material used for air – conditioning system refrigerant tubing should be Copper tubes, tubes and fittings conforming to following specifications:

1. Material composition should be conforming to C-1220 (JIS-H-3300) or C-12200 (ASTM). It should have a minimum Copper content of 99.9 % and Phosphorus content between 0.015 % and 0.040 %. It should have low residue (below 0.038 gm / sqmtr). The material should also be as per the RoHS norms specified by EU; that is, Mercury, Chromium and Lead contents below 1000 ppm, and Cadmium content below 100 ppm.
2. Physical properties of the material should conform to JIS-H-3300 or ASTM-B-68 & B-75, should be tested for Tensile / elongation / hardness / grain size tests as per ASTM B –280.
3. Dimensional tolerance should be as per JIS-H-3300 or ASTM-B-251. The tubes should be tested using non-destructive Eddy current test before the final anneal, as per JIS- H-3300 or ASTM-E-243.
4. Heat treatment should be carried out in non-oxidizing atmosphere to ensure oxygen free and Cuprous oxide-free surface.
5. Proper certificates describing composition and results of all tests carried out must be supplied with each consignment. These certificates, along with check results for dimensional and thickness accuracy are recommended to be carried out for every delivered lot, should be maintained till handing over of the project.
6. Tubes should have 360 degree concentric wall thickness along their entire length.
7. Wall thickness for soft tubes (bright annealed mirror finish) should be 0.8 mm for 1/4", 3/8" & 1/2" tubes, 1.0 mm for 5/8" tubes, 1.2 mm for 3/4" tubes. Wall thickness for hard tubes should be 1 mm for 7/8", 1" and 1.1/8" tubes, 1.1 mm for 1.1/4", 1.2 mm for 1.3/8" and 1.3 mm for 1.5/8" tubes.
8. Wall thickness for elbows and fittings should be minimum 0.2 mm more than corresponding tube / tube size.
9. For 1/4" to sizes up to 3/4", pulley type benders should be used for soft tubes and brazed joints should be avoided as far as possible. Similarly, for half hard tubes of size 3/4" or more, one side expanded tubes must be used and use of couplings should be avoided as far as possible.



A -2 : TUBING DESIGN:

1. Contractor should study the tender / GFC drawings carefully, and should carry out detailed survey of site, relating the drawings with site, and understand the system design and site limitations.
2. Contractor should also collect final architectural and reflected ceiling plans from client and study the drawings for any mismatches with the HVAC drawings received.
3. Contractor should discuss any such mis- matches and any doubts regarding system design with the consultant and get all doubts clarified.
4. Before commencement of tubing work, proper shop drawings must be generated by the contractor, and same should be got approved from the consultant. The drawings must clearly indicate schematic flow diagrams for various circuits, tube sizes, description and quantities for refrigerant joints, indoor and outdoor unit models and room / block /floor names, tube routes, levels for horizontal tubes, details regarding insulation type and thickness and surface treatment for insulation, typical and critical sections and any other details to explain the entire tubing layout to the installer.
5. Tube sizing and routing must be carried out taking into consideration various site constraints and system manufacturer's recommendations.
6. Care should be taken to design tubing as per the manufacturer's recommendation for maximum tubing total length, maximum tubing length after first tapping, vertical height difference between outdoor and indoor units etc. and necessary corrections should be carried out in outdoor unit capacity if required.

A – 3 : REFRIGERANT TUBING INSTALLATION WORK:

1. The installer must first study the shop drawings in detail with respect to the site condition and point out any fouling / alternatives to the agency prepare shop drawing and necessary revisions must be carried out in the drawings, to be approved by consultant.
2. The layout must be marked on the true ceiling and any civil openings required should be marked and got done from concerned agency.
3. Supports as described in BOQ / specifications should be installed, leaving adjustable free length for supports.
4. Before installation, the tubes and tubes must not be removed from their original packing. Proper storage of tubing is a must to maintain the temper of the tubes / tubes. Any abrasion on ends / surface, or any in grace of dirt / dust must be avoided. Proper Polyethylene sheets should be used for covering the tubes and tubes, while wooden pellets and soft expanded Polyethylene / rubber sheets should be used as floor supports.
5. Necessary loops / slopes must be followed as recommended by system manufacturer.
6. Tubes must be cut to required sizes using cutting tools recommended by system manufacturer.

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7. Using proper quality of brazing set, Oxygen / Acetylene and Copper brazing rods having minimum 2% Silver content.

8. During brazing, Nitrogen must be filled in the Copper tubing at a mild positive pressure and must be kept bleeding out continuously, to prevent any oxidation of parent material.

9. After tubing work, each circuit should be pressure tested as per the system manufacturer's recommendation and as per the procedure described in the following paragraphs. A certificate mentioning the test pressure, time of first and final pressure readings, make, model, serial number, range and least count of the gauge used, along with a copy of valid calibration certificate must be maintained, duly signed by the inspecting technician, and client /PMC representative.

10. After pressure testing, insulation must be completed as per the material, make and thickness mentioned in the approved shop drawing. The joints of insulation must be sealed by minimum 50 mm wide Aluminium adhesive tape. Care should be taken to avoid any air gaps between tube / tube and insulation sleeves, and between two insulation sleeve joints.

11. Proper tagging must be carried out to trace the tubing to respective indoor and outdoor circuits.

12. The tubes exposed to sunlight must be covered / cladded / treated to prevent damage from UV radiation and bird pecks / tampering, as mentioned in the BOQ. The cladding should be made out of 26 G Aluminium sheet or G.S.S. sheet. While cladding, care should be taken to avoid penetrating the insulation by screws. Short screws Of metallic straps should be used for securing cladding sheets. Instead of cladding, glass cloth, with two coats of protective resin should be used.

13. While charging refrigerant, manufacturer's recommendations must be strictly followed, and charging must be carried out using proper charging hose, gauge manifold with calibrated gauges and electronic weigh scale. Further leak check using a gas leak detector should be carried out. Charging must be carried out after proper evacuation of the tubing. The quantity of refrigerant to be charged should be calculated by totalizing the liquid tube volume as per the manufacturer's recommendation.

A – 4 : RECOMMENDATIONS FOR PRESSURE TESTING:

Refrigerant tubes carry refrigerant at pressures different from atmospheric pressure. When pressure inside tubes is more than atmospheric pressure, refrigerant may escape to the atmosphere, causing commercial loss due to loss of refrigerant, inefficient system performance or even system breakdown and contamination of surroundings. When pressure inside the tubes is less than atmospheric pressure, such as in case of suction tubes of some low temperature refrigeration machines, or during pump-down cycle of normal air-conditioning systems, leakages in tubes leads to ingress of air and moisture, causing severe system damage. Therefore, it is a must that the refrigerant tubing is thoroughly tested for leakages. Pressure testing for any tubing must be carried out at a pressure higher than the maximum operating pressure within the system. It is recommended that the pressure recommended by manufacturer be followed very strictly. Testing at lower pressures may lead to non-detection of some small leakages, while testing at higher pressures may lead to damage to some factory

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manufactured components within the system. Generally, for R-410 systems a pressure of around 650psig is used. Nitrogen is the most common gas used for carrying out pressure testing. It has numerous advantages, some of which are listed below:

1. Nitrogen is easily available as a commercial gas packed in easy to handle cylinders.
2. Nitrogen, being the most abundant component of the atmosphere, is safe for leaking out without contaminating the atmosphere.
3. Nitrogen is less costly as compared with other gases.
4. Nitrogen is safe for handling and testing.
5. Nitrogen does not readily react with system components Pressure gauge/s used for testing must be calibrated and a calibration certificate with traceability to a Government(National) Physical Laboratory must be documented. The gauge should be capable of measuring pressure at least 10% above the reading to be recorded.

A – 5 : PROCEDURE FOR CARRYING OUT PRESSURE TEST

- 1) Ensure that the tubing to be tested is properly secured/supported and the openings have been sealed off as per manufacturer's recommendation.
- 2) Install pressure gauge/s at strategic location/s where it shall not be tampered with, at the same time, should be easily visible.
- 3) Install a valve and connecting tubing so that the open end of the tube reaches the cylinder outlet without moving the cylinder.
- 4) Connect the tube to the cylinder and after ensuring proper connection, crack open the cylinder valve, keeping an eye on the pressure gauge. Let the pressure rise to around 10 psig.
- 5) Check for proper sealing of all flanged / flare nut joints or valves/ valve glands looking for noise of escaping Nitrogen and seal same.
- 6) Open the cylinder valve again and raise the pressure to 200 psig.
- 7) Check the tube line for major leakages at brazed joints, elbows, valve glands, equipment end connections and tube seams with the help of soap water. Make up the leaks by tightening nuts. If the leaks are in brazed joints, flush out Nitrogen and carry out necessary re-brazing.
- 8) Open the cylinder valve again and increase the pressure to 150 psig less than the final test pressure. Repeat leak check as above.
- 9) Open the cylinder valve again and slowly raise the pressure to the manufacturer recommended pressure. Carry out a thorough leak check.
- 10) Record the pressure and time. Let the pressure stand for 24 hours without tampering. Check the pressure again after 24 hours. If pressure has dropped, the tubing should be checked very thoroughly for minor leakages. It is important to follow this 24 hours period as it gives enough time to detect minute leakages, and it removes

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the doubt created by thermal expansion of Nitrogen (as after exact 24 hours, ambient conditions are generally same).

11) In case of tubing extending to lengths more than 30 m and / or having more than 20 site fabricated joints, the pressure should be recorded after 24 hours as well as after 48 hours, so that all leakages are detected and made up.

12) After detecting and making up any leak, the pressure testing must be carried out once again from beginning.

A – 6 : DOCUMENTATION RECOMMENDED FOR ENSURING PROPER QUALITY ASSURANCE:

1. Manufacturer's certificate with every Delivery Challan declaring composition of parent material .
2. Signed and approved Shop drawings approved by SBIIM / Client / Consultant, prior to start of work.
3. Pressure test report signed by SBIIM / Client / Equipment manufacturer / Consultant.
4. False Ceiling closure check list duly signed by SBIIM / Client / Equipment manufacturer/ Consultant.

GENERAL:

ACR GRADE COPPER TUBES AND FITTINGS : SIZES AND SPECIFICATIONS

Tube material Specification :

(CFC- free refrigerant compatible tubes produced using Total loss lubricants)

1. De-oxidized High Phosphorized copper (DHP grade) raw material, with Chemical Composition of Copper = 99.9 % ; Phosphorus = 0.015 to 0.040 %
2. RoHS Compliant
3. 360 degree concentric Wall thickness along the entire length of the tubes
4. Half hard drawn copper tubes should confirm to ASTM B75/ASTM280 (C12200) / JIS H:3300(C1220) / BS2871 part 3 (C106). Use Half Hard Temper Type for tube sizes above 19.1 mm.
5. Soft copper tubes, bright annealed (mirror finish) should confirm to ASTM B68 / JIS H:3300
6. Super clean quality with low residual content below the permissible levels of 0.038 g/m² for compatibility with use of CFC-free refrigerant.
7. 100 % Eddy Current Tested Tubes are to be used
8. Proper packaging, Storage and Traceability of the tubes.

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Copper tube and Fittings Sizes and Insulation Specifications for CFC-free Refrigerant. S. No.	OUTER DIAMETER IN INCH & (MM)	WALL THICKNESS IN GAUGE & (MM)	LENGTH IN FEET & (MTRS.)	TEMPER	WEIGHT PER METER (kg.)	SOCKET AND ELBOW THICKNESS IN SWG & (MM)	RUBBER INSULATION THICKNESS
1.	1/4" (6.4 mm)	21 (0.8 mm)	50' (15.24)	Soft	0.1265	18 (1.2mm)	15mm
2.	3/8" (9.5 mm)	21 (0.8 mm)	50' (15.24)	Soft	0.199	18 (1.2mm)	15mm
3.	1/2" (12.7 mm)	21 (0.8 mm)	50' (15.24)	Soft	0.2714	18 (1.2mm)	15mm
4.	5/8" (15.9 mm)	19 (0.99 mm)	50' (15.24)	Soft	0.4241	18 (1.2mm)	15mm
5.	3/4" (19.1 mm)	19 (0.99 mm)	50' (15.24)	Soft	0.5147	18 (1.2mm)	20mm
6.	1/4" (6.4 mm)	21 (0.8 mm)	12' (3.658)	Half Hard	0.1265	18 (1.2mm)	15mm
7.	3/8" (9.5 mm)	21 (0.8 mm)	12' (3.658)	Half Hard	0.199	18 (1.2mm)	15mm
8.	1/2" (12.7 mm)	21 (0.8 mm)	12' (3.658)	Half Hard	0.2714	18 (1.2mm)	15mm
9.	5/8" (15.9 mm)	19 (0.99 mm)	12' (3.658)	Half Hard	0.4241	18 (1.2mm)	15mm
10.	3/4" (19.1 mm)	21 (0.8 mm)	12' (3.658)	Half Hard	0.4164	18 (1.2mm)	20mm
11.	7/8" (22.2 mm)	21 (0.8 mm)	12' (3.658)	Half Hard	0.489	18 (1.2mm)	20mm
12.	1.0" (25.4 mm)	20 (0.88 mm)	12' (3.658)	Half Hard	0.6054	18 (1.2mm)	20mm
13.	1 1/8" (28.6 mm)	19 (0.99 mm)	12' (3.658)	Half Hard	0.7865	18 (1.2mm)	20mm
14.	1 1/4" (31.8 mm)	18.5 (1.1 mm)	12' (3.658)	Half Hard	0.843	16 (1.6mm)	20mm
15.	1 3/8" (34.9 mm)	18 (1.21 mm)	12' (3.658)	Half Hard	1.155	16 (1.6mm)	20mm
16.	1 1/2" (38.1 mm)	17.5 (1.3 mm)	12' (3.658)	Half Hard	1.340	16 (1.6mm)	20mm
17.	1 5/8" (41.3 mm)	17 (1.43 mm)	12' (3.658)	Half Hard	1.594	16 (1.6mm)	20mm

Use Soft tube only for Indoor Unit Connection

INSULATION TO REFRIGERANT PIPING:

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FR nitrile rubber / cross linked closed cell polyethylene tube insulation of 13mm upto 1" dia pipes and 19mm thick for 1" and above shall be used for copper piping both for suction line and liquid line. All joints shall be sealed with self-adhesive tape or with heat.

11. COMMUNICATION CABLE AND CONTROL CABLING:

Communication cable and control cabling: Communication cable and control cabling should be of non-polar shielded 2 core cable shall be laid in 20 mm dia PVC conduits of required size. PVC conduit should be clamped neatly maintaining a distance from power cables, Cable terminations and dressing shall be done properly and neatly.

12. DRAIN PIPING:

PVC drain piping shall be used for the drain piping. Proper care shall be taken to lay the drain piping with sufficient slope and should be clamped or supported at 1.5 m interval. All drain pipe joints shall be done with adhesive. Drain piping should be tested for leaks before commissioning. After testing for leaks, drain pipe shall be insulated with 9 mm thick nitrile rubber tube insulation. Insulation shall be finished with self-adhesive black cotton tape.

LIST OF MATERIALS OF APPROVED BRAND AND THEIR MANUFACTURERS
AC Equipments: Blue Star, Carrier, Hitachi, Samsung, Toshiba, Panasonic, Voltas & Daikin.

- NB.
- 1) The contractor should obtain prior approval from Employer / Consultants before placing order for any specific materials. Employer may / delete any of the makes or brands out of the above list.
 - 2). All materials should conform to relevant standards and codes of BIS.
 - 3) Materials with I.S.I. mark shall be used duly approved by the SBIIMS Engineer / Architect.

Note: - If any material is found to be not up to the mark, the contractor will have to produce original bills/certificate from the manufacturer or his authorized Distributor for authenticity and genuineness of the material for consideration and as per make approved by the SBI. The same will not be considered for payment.

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