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Dear Sir,

**TENDER FOR MAKING OF TABLE FOR CHIEF MANAGER AT
ADMINISTRATION OFFICE, SHIMLA.**

We invite you to quote your item wise competitive rates for the above-mentioned work as per Tender enclosed and detailed terms and conditions.

2. Your Tender duly filled in, signed on each page and sealed in different envelopes as prescribed in point No. 16 should be addressed to the , **State Bank of India, Admin Office, Shimla** so as to reach upto 03.00 P.M. On 07.07.2023. The tenders will be opened at 3.30 P.M. on the same day (next day if holiday) in the presence of such of the tenderers or their authorized representatives, whosoever wish to remain present.

3. The work as detailed in this tender shall be executed and completed in all respects within a period of 10 (Ten) Days from the Day of award of work in accordance with the tender documents, Instructions to tenderers. Technical specification, Bill of Quantities, conditions of contract, Schedules of drawings, to the satisfaction of Bank.

4. The Tenderer is required to deposit **Rs. 1,500.00/- as Earnest Money** along with the tender in the form of crossed Demand draft only in favour of State Bank of India payable at Shimla. The Earnest Money will be refunded without any interest to the unsuccessful tenderers.

5. Rates must be quoted for per branch complete works at site inclusive of all costs, taxes and charges, etc. All taxes and duties including sales tax, work contract tax or any other tax applicable/enforced due to value added tax, E.S.I. charges, Octroi, Royalties etc. any other tax as applicable during the course of execution of works as applicable by State Government or Central Government or as per direction of the Government for works and materials required for use in the execution of this project shall be entirely borne and payable by the Contractor and the Employer will not entertain any claim whatsoever in this respect. **However, GST will be paid extra as applicable.**

6. The tenders shall remain valid for acceptance by the Employer, for a period of 3 months from the date of opening of tender. If any tenderer withdraws his tender before the said period, then the Bank shall be at liberty to forfeit Earnest Money paid also with the tender.

7. Defect liability period: 12 months.

8. **Security Deposit:**

5% of the bill amount would be kept as Security Deposit for the defect liability period of 12 months and shall be refunded after the satisfactory completion of the said period and after deducting such amounts spend for

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rectification of the defects (if any) in the work done by the contractor in case he does not attend to the defects satisfactorily. No interest shall be paid on the amount retained by the Bank as security deposit.

9. Earnest money of the successful tenderer will be liable to be forfeited in the event of refusal or delay on his part in depositing initial security deposit.

10. The STATE BANK OF INDIA does not bind itself to accept the lowest or any tender, or to assign any reason thereof and also reserves the right of accepting the whole or part of the tender and the tenderer shall in such an event be bound to perform the contract at the same rates quoted in the tender for the various items of the work.

11. Canvassing in any form in connection with the tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing in any form shall be liable for rejection.

12. All the works shall be executed at site; all the materials shall be stacked at site and got checked from the bank's engineer.

13. The contractor has to visit the site before filling the tender to assess the works to be executed. The work shall be done after detailed discussions with the engineer-in-charge.

14. Works are to be performed in close association with other vendors such as Electrical, interior, furnishing, A.C. works etc.

15. The Bank does not undertake to provide any lockable space, security, power and water to the contractor but wherever available the same may be used.

16. **MODE OF SUBMISSION OF TENDER:**

The tender shall be submitted in accordance with the procedure detailed below :

Envelope marked No. 1 shall contain Technical bid & Earnest Money Deposit, Furnished in form as mentioned in tender along with a letter of unconditional acceptance of all tender conditions and submitted to Admin office Shimla.

Envelope marked No. 2 Only contain Price Bid and submitted to Admin office Shimla.

The envelope shall be endorsed from outside as "**TENDER FOR MAKING OF TABLE FOR CHIEF MANAGER AT ADMINISTRATION OFFICE, SHIMLA**".

17. **Opening of Tender:**

The tenders shall be opened in the office of the **SBI, State Bank of India, Admin Office, Shimla**, in the presence of the tenderers or their respective representatives and price bid will online of technically qualified vendors.

18. The material used should be of good quality as per the list enclosed. The bank, if required, may ask the contractor to get the material used tested at contractor's cost Purchase vouchers etc. may also be required to be submitted as a proof of quality desired.

19. Liquidated damages shall be levied for delay in completion @ 0.5% per week subject to a maximum of 5% of accepted contract value. Extension in time, if required, shall be obtained by the contractor giving valid reasons before the scheduled completion of the work.

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20) CPWD guidelines regarding general terms and conditions of tender shall be followed regarding matter not detailed herewith.

21) Contractor will follow all labour laws, arrange for all necessary insurances, Permissions, at his own cost.

22) The vendor shall be required to dispose of all the malba from the site to suitable malba disposable site or sites allowed by the local authorities. The vendor shall not be paid any extra amount for above works and the rates should be quoted accordingly.

23) 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 10 working days from the date of award of work.

24) No work will be allowed to be conducted on Sunday. Also, work will only be done in the working hours of Bank during the weekdays. No work will be conducted once the bank is closed.

25) The tender amount quoted by the contractor must include the dismantling and removing of any civil, electrical or interior work. No extra amount will be paid to the contractor for dismantling and removing.

26) The rate quoted by contractor included all temporary arrangement i.e dismantling of wall, floors, paneling, window, door, washroom, documents storage and all other type of storage and all other civil and interior work for proper functioning of branch.

LIST OF MATERIALS OF APPROVED BRAND AND THEIR MANUFACTURERS

SL.	Item	Make
1	Pre laminated Board	Navopan / Action Tesa
2	Commercial Ply	Green ply (Eco- Tech) / Century/ Archid or approved by Architect
3	Laminates	Merino / Formica / Sunmica
4	Veneer	Green/ Century or approved by Architect
5	Commercial Boards	Green (Eco- Tech) / Archid/ Century or approved by Architect
6	Adhesive	Fevicol / JivanJor / Wooden Grip
7	Locks	Godrej/ Hettich/ Dorma/ozone
8	Door Closers	Dorma/ Hettich/ Godrej/ozone
9	Glass	Saint Gobain / TATA / Asahi
10	Teak Wood	CP Teak
11	Polish	Melamine/ as specified
12	Beading	L.P. Teak Wood or as specified
13	Vitrified Floor Tiles	Kajaria / Johnson / RAK
14	Wall Ceramic Tiles	Kajaria / Johnson / RAK
15	Telescopic Channel	Hettich / Haffele/ Godrej/Ozone
16	Ceiling Grid	Armstrong
17	Gypsum Board	Saint Gobain / Gypsum India
18	Sanitary Ware / Urinals/ Urinal Partitions	Hindware/ Perryware/Jaguar
19	Stainless Sink	Neelkanth / Jyana / Nirali
20	CP Fittings	Jaquar/Hindware /Johnson
21	Flush Doors	Duro/Green Panel/Merino or approved by Architect

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22	Door Stopper	Hettich /Haffele/Dorma/Godrej
23	Cable Manager (60mm)	Metal –C060ZN1(Ebco), PVC –CO60 (Ebco) Black/Ivory/Grey color.
24	Floor Spring (Model No:- HTS FS 463)	Ozone/Dorma /Hettich
25	ACP	Aluco bond, ALU Décor,Alstrong, Alstone
26	Texture Paint	Terraco/Spectrum
27	Aluminum Door & Window Section	Jindal/Lndal/Hindalco
28	Aluminum Fittings	Jindal, Hindalco, Bharat, Maan
29	Drawer Sliding Fittings	Kich, Hettich, Haffle or as specified
30	Oil Bound Distemper	Nerolac, Asian
31	Synthetic Enamel Paint	Nerolac, Asian.
32	Acrylic Emulsion paint	Nerolac, Asian
33	Wooden Flooring	Pergo, Xylox, Armstrong, Vista
34	Anti-skid Ceramic Tiles	Kajaria, Johnson, RAK Ceramics
35	Ceramic Wall Tiles	Kajaria, Johnson, RAK Ceramics

Yours faithfully,

Chief Manager (HR)

Admin. Office, Shimla

ABOVE TERMS ACCEPTED

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APPENDIX SHOWING IMPORTANT SCHEDULES

i) Date of commencement of work from the day of award of work or when the site is handed over whichever is later.

ii) Period of completion 10 Days (**Time Bound work**).

iii) Liquidated damages 0.5% of contract amount per Week of delay subject to the Max. of 5% of the accepted Contract sum.

iv) Minimum Running Bill nil

v) Total security deposit 5% of the bill amount

vi). Income tax and other taxes at prevailing rate from each bill.

Deduction

vii). Defects liability period 12 Months after completion of work.

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