



**SBI INFRA MANAGEMENT SOLUTIONS PVT LTD  
(WHOLLY OWNED SUBSIDIARY OF SBI)**

INVITES TENDERS ON BEHALF OF LHO, THIRUVANANTHAPURAM

IN TWO BID SYSTEM

FOR

**CONSTRUCTION OF RECORD ROOM PARTITION WALL AT RACPC,  
KOLLAM**

Last date for submission of Technical bid & Price bid: 3.00 P.M. (IST) on 17.12.2018.

Opening of Technical bid & Price bid: 03:30 P.M. (IST) on 17.12.2018.

**The Assistant General Manager  
SBI Infra Management Solutions Pvt. Ltd.  
4<sup>th</sup> Floor, SBI LHO Building  
Poojappura, Thiruvananthapuram-695012**

**(Name & Address of Contractors)**

**NIT No: 89 /2018-19**

Tenders are invited in two bid system from the empanelled contractors for carrying out CONSTRUCTION OF RECORD ROOM PARTITION WALL AT RACPC,KOLLAM by State Bank of India Infra Management Solutions Pvt. Ltd., (SBIIMS)

Name of work	Estimated cost
Construction of record room partition wall at RACPC, Kollam	Rs 2,13,580/-

  

EMD to be enclosed with the tender. DD/BC drawn in favour <b>“The Assistant General Manager (SBIIMS), SBI Infra Management Solutions Pvt. Ltd, 4<sup>th</sup> Floor, SBI LHO Building, Poojappura, Thiruvananthapuram-695012</b>	Rs.2,200/-(Rupees Two thousand and Two hundred only) in the form of DD in favor of <b>‘State Bank of India’</b> payable at <b>Kollam</b> . Tender document fee is to be submitted even if the tender document is downloaded from the website by the tenderer. <b>(Without the cost , tender will be rejected)</b>
Cost of the tender	Rs.1000/-(Rupees One thousand only) in the form of DD in favor of <b>‘SBI Infra Management Solutions Pvt Ltd’</b> payable at <b>Thiruvananthapuram</b> . Tender document fee is to be submitted even if the tender document is downloaded from the website by the tenderer. <b>(Without the cost , tender will be rejected)</b>
Issue of tender	01.12.2018 to 17.12.2018
Completion Time	15 days from the date of commencement of work. Time is the essence of the Contract. Delay will be penalized suitably @1/2 % per week of delay subject to a maximum of 5% of the contract amount.
Date of submission of tender	17.12.2018 by 3:00 pm
Date & time of opening of tender	17.12.2018 at 3:30 pm
Tender to be submitted to	<b>The Assistant General Manager (SBIIMS) SBI Infra Management Solutions Pvt. Ltd. 4<sup>th</sup> Floor, SBI LHO Building Poojappura, Thiruvananthapuram-695012</b>
For any clarification and drawings please contact	Civil Engineer - 9495550200 A.O., Kollam
All the terms and conditions, BOQ, price bid shall be signed, stamped by the tenderers and submitted to us.	

## **SCOPE OF THE WORK**

Construction of record room partition wall at RACPC, KOLLAM after doing necessary modifications as required.

1. Only the contractors empanelled with **erstwhile State Bank of Travancore and State Bank of India, Local Head Office Thiruvananthapuram** for doing Civil works are eligible to apply.

The tender documents duly completed and signed and stamped in all pages shall be submitted in a sealed envelope super scribed on top as **“CONSTRUCTION OF RECORD ROOM PARTITION WALL AT RACPC, KOLLAM”** and addressed to the undersigned and dropped in the tender box kept at the following address on or before 3.00 p.m. as per scheduled date:

**The Assistant General Manager (SBIIMS)**  
**SBI Infra Management Solutions Pvt. Ltd.**  
**4<sup>th</sup> Floor, SBI LHO Building**  
**Poojappura, Thiruvananthapuram-695012**

2. The tender will be opened in the office of the The Assistant General Manager (SBIIMS) SBI Infra Management Solutions Pvt. Ltd., 4th Floor, SBI LHO Building, Poojappura, Thiruvananthapuram-695012 on the stipulated date and time in the presence of tenderers who may wish to be present.

**EARNEST MONEY DEPOSIT (EMD):** The Earnest Money Deposit should be submitted in separate envelope in the form of a DD/BC (Tenders without EMD and cost of the tender will be rejected). Bank is not liable to pay any interest on Earnest Money. The EMD for unsuccessful tenderer shall be refunded to them without any interest after the decision to award the work is taken. The EMD of the successful tenderer shall be retained as part of Security Deposit and for the due fulfillment of the contract. If the successful tenderer refuses to take up the work/does not start the work in time the EMD will be forfeited and the work order will be cancelled.

3. **COMPLETION PERIOD : 15 days**

Time is the essence of the contract. The entire work shall be completed by the Contractor in stipulated period from the date of receipt of letter of intent issued by the Bank. The date of commencement of work at site shall be within three days from the date of receipt of letter of intent or the date of handing over of the site whichever is earlier. The contractor should strictly adhere to the completion time schedule.

4. **LIQUIDATED DAMAGES:** If the work is not completed in the specified time, the contractor will be levied liquidated damages @ ½ % per week subject to a maximum of 5% of the contract amount. The tenderer must obtain for himself in his own responsibility and at his own expenses all the information necessary for the purpose of filling the tender and to enter into a contract with the Bank, he must examine the drawings, specifications, conditions etc., and must inspect the site of work and must acquaint himself with all the local conditions and matters pertaining thereto. The tenderer shall also bear all expenses in connection with the submission of this tender.

5. The tenderer whose tender is accepted is bound to execute a formal agreement with the Bank which will include the duly completed form of tender, specifications conditions, other papers therein, special conditions, all drawings etc., but his liability will commence from the date of the written acceptance of the tender whether the formal agreement is drawn or not. The contractor shall bear all expenses in connection with the execution of the said agreement including fees for stamps and registration of documents as required.

6. The quantities indicated in the BOQ are only probable quantities and are liable to alteration by omission, reduction or addition. Payment shall be made on the basis of actual quantities of work done at the accepted rates. No alterations which are made by the tenderer in the drawings, specifications or in probable quantities accompanying the tender will be recognized and the tender is likely to be invalidated. Remarks and explanations should be given in a separate cover along with EMD and will become binding only if specially accepted in writing by the Bank at the time of acceptance of tender.

7. INITIAL SECURITY DEPOSIT (ISD): The successful tenderer has to deposit with the Bank an amount equal to 2% of the tender amount minus EMD in the form of DD/BC within two weeks of award of the work as part of the security deposit.

8. SECURITY DEPOSIT (SD): Apart from EMD and ISD as mentioned above, Security Deposit shall be deducted from bills of the contractor @ 10 % of the gross value which includes the initial security deposit and EMD subject to a maximum of 5% of the tender amount / amount of work done. Security deposit shall not bear any interest.

9. TENDER VALIDITY: The tenders submitted shall remain valid for acceptance for a period of Ninety days from the date of their opening. Should any tenderer withdraw his tender the tender before the expiry of the said period of makes any modifications to his tender, the tender shall be treated as having been rejected or abandoned and his EMD will be forfeited.

10. The Bank does not bind itself to accept the lowest tender and reserves to itself the right to reject any or all the tenders received without assigning of reasons thereof. Further, the bank reserves the right to award any portion of the work to different tenderers or to award the entire work to one tenderer.

11. The compensation or other sums of money payable by the contractor to the Bank under the terms of contract may be deducted from his EMD/ SD if the amount so permits and the contractor shall unless such deposits become otherwise payable within ten days, after such deductions, make good in cash the amount so deducted.

12. The work shall be carried out under the directions and supervision of and subject to the approval in all respects by the Bank's Engineer.

**13. The work has to be done inside functioning office. Work has to be done after office hours, during night and on holidays. The contractor shall carryout work without causing inconvenience to the officials working in the premises and must remove the day to day debris from the site. Necessary site protection works shall be carried out by the contractor at his own cost before commencement of the work. Disposal of debris if any shall be done at the contractor's cost and risk.**

14. On acceptance of the tender the contractor shall in writing submit to the Bank the names of his accredited representatives who will be responsible to take instructions from the Bank.

15. The work or any part of it shall not be transferred assigned or subject without the consent of the Bank.

16. The contractor shall be required to co-operate and work in accordance with and afford reasonable facilities for such other agencies / specialists as may be employed by the Bank on other work/sub works in connection with the work.

17. The contractor is required to comply with all acts of Government relating to labour and the rules and regulations made there under from time to time and submit at the proper times all particulars and statements required to be furnished to the labour authorities.

18. In carrying out the work, the contractor shall comply with the provisions of the safety code. The rates shall be inclusive of taxes, cost of materials, labour, scaffolding, ladders, lifting of the materials etc.

19. Bank will not take any responsibility to provide any material including water / electricity. However, contractor may use the available water /power supply without causing any inconvenience to the Bank functioning by paying consumption charges as per the prevailing rates.IT, Labour Welfare fund and any other taxes as applicable from time to time will be deducted at source as per the rates prevalent at the time of payment of bill.

20. The rate quoted should include SGST & CGST etc. And Bank shall not consider any claim whatsoever in this regard. Income tax at the prevailing rates will be deducted from the contractor's bill.

21. The rates quoted shall be firm till completion of work and no escalation shall be considered.

The employer is entitled to deduct all taxes and rates as per existing laws and rules, from any moneys due or that may become due to the contractor. The contractor shall indemnify the employer from and against all claims, demands, proceedings, damages cost and expenses which may be brought or made against the employer or to which it may be put by reason of the contractor not conforming to or complying with any of the provisions or requirements of any act or sections, Central or State rules and regulations Bye laws of local authorities Panchayat, Collector of any other companies relating to or in water, light or amenities at the site.

**22. Responsibility for safety of building:** The contractor shall be responsible the safety of the works (including the materials temporary buildings and plants) until they are taken over by the employer and they shall stand at their risk and be in the sole charge of the contractor who shall be responsible for and must with all possible speed make good all damage from whatever cause. **All the debris shall be removed and transported to remote place outside the premises.**

23. The contractor shall provide at his own cost all materials (except such materials if any, as may in accordance with the contract be supplied by the employer) machinery, plant tools, appliances, implements, ladders, cordage, tackle, scaffolding, in fact everything necessary or proper for the proper execution of work, whether the same may or may not be particularly shown or inferred there from and if the contractor finds any discrepancy in the drawings or between the drawings, schedule of quantities and specifications he shall immediately and in writing refer to the Bank who shall decide which is to be followed.

24. Payment will be released only after completion of the work to the satisfaction of the Bank. However, interim bills will be considered subject to ceiling as mentioned in the appendix.

25. The contractor has to undertake repairs / rectifying the defects whatsoever during the defects liability period.

26. The costs of the tests and of the materials and labour and equipment, involved in the testing operations shall be borne by the contractor.

27. The tender form must be filled in English and all entries must be made by hand and written in ink. The tenders must be submitted in the prescribed format only. The tenderer must quote the rates and amount in the Bill of Quantities. The rates should be written both in words and figures without any erasures and alterations.

a. However, if errors are made, the wrong figures or words must be neatly scored out under full signature of the tenderer and the correct figures and words neatly rewritten. Over writing is not permitted.

b. Errors in the Bill of Quantities (BOQ), rates and amount shall be dealt with in the following manner:

i) In the event of a discrepancy between the rates quoted in words and the rates in figures, the quotient of the total amount divided by the quantity shall be taken into consideration.

ii) In the event of an error occurring in the amount columns as a result of wrong multiplication and extension of unit rate and quantities, the unit shall be regarded as firm and the amount shall be amended accordingly.

iii) All errors in totaling the amount column and in carrying forward, the totals shall be corrected.

UNDERTAKING TO BE SUBMITTED BY TENDERER

To

**The Assistant General Manager (SBIIMS)**  
**SBI Infra Management Solutions Pvt. Ltd.**  
**4<sup>th</sup> Floor, SBI LHO Building**  
**Poojappura, Thiruvananthapuram-695012**

Dear Sir,

**TENDER FOR “CONSTRUCTION OF RECORD ROOM PARTITION  
WALL AT RACPC, KOLLAM “.**

Having duly examined the tender document including the drawings, specifications, designs, Bill of Quantities relating to the works specified in the underwritten memorandum and having visited the site of the said work and having acquired all the requisite information relating thereto as affecting this tender. I / We hereby offer to execute the works specified in the underwritten memorandum within the time specified therein at the rates specified in the schedule of quantities and in accordance, in all respects with specifications, designs, drawings and instructions in writing referred to in the conditions of the tender, the Articles of Agreement, special conditions of the contract and with such materials as are specified by and in all other respects in accordance with such conditions in the schedule of quantities and conditions of contract as applicable.

1. Should this tender be accepted, in whole or in part, I / We hereby agree (i) to abide by and fulfill all the terms and provisions of the said conditions, if the contract annexed hereto and the conditions of the tenders applicable or in default thereof to forfeit to SBIIMS/SBI , Local Head Office, Thiruvananthapuram the sum of money mentioned in the said conditions.
2. I / We agree (i) that should I / We fail to commence the work specified in the above mentioned memorandum the SBIIMS/Bank shall without prejudice to any other right or remedy be at liberty to forfeit the Earnest Money otherwise the said Earnest Money shall be retained by Bank towards, security deposit mentioned in the above memorandum (ii) to execute all the works referred to therein and to carry out authorized variations as directed by the Bank and as per said conditions of the contract.

## **SPECIAL CONDITIONS OF CONTRACT**

- The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and the rates and amounts stated in the schedule of quantities and / or the schedule of rates and amount which rates and amounts shall expect as otherwise provided cover all his obligations under the contract and all matters and this necessary for the proper completion of the works.
- The contractor shall indemnify the employer against all claims in respect of patent rights and shall defend all actions arising from such claims and shall himself pay all royalties, license fee, damage, cost and charges of all and every sort that may legitimately be incurred in respect thereof.
- Work not to be sublet: The whole of the works included in the contract shall be executed by the contractor who shall not directly or indirectly transfer, assign or mutilate the contract or any part thereof or interest therein without the written consent of the employer and no undertaking shall relieve the contractor from the full and entire responsibility of the contract or from active superintendence of the works during their progress.
- Insurance of the works: The contractor shall within 7 days from the date of commencement of the works at his cost and keep them insured until one month after the works and taken over by the employer or three months after the date of completion whichever is earlier, against loss or damage by fire and usual risks other than fire against which insures generally provide cover in a CONTRACTOR'S ALL RISK POLICY' with Names of the employer and contractor (the name of the former being placed first in the policy) for the full amount of the contract. Such policy shall cover the property of the employer only and consultant and surveyor's fees for assessing the claim and in connection with his services generally in reinstatement sub-contractor or employee. The contractor shall deposit the policy and receipts for the premium paid with the Bank within a week of the date of commencement of the work unless otherwise instructed by the Bank on his behalf may be due or that may become due to the contractor.
- The contractor shall as soon as the claim under the policy is settled or the work reinstated by the insures should they elect to do so, proceed with all due diligence with the completion of the works in the same manner as though the fire or other such risk had not occurred and in all respects under the same conditions of contract.
- The contractor, in case of re building or reinstatement after fire or other such usual risk shall be entitled to such extension of time for completion as decided by the Bank.



## APPENDIX TO CONDITIONS OF CONTRACT

- |     |  |   |
|-----|--|---|
| 1.  | Name of the work   | : “CONSTRUCTION OF RECORD ROOM<br>PARTITION WALL AT RACPC, KOLLAM “   |
| 2.  | Date of commencement   | : Within 3 days from the date of receipt of<br>letter of intent or the date of handing over<br>of the site whichever is earlier   |
| 3.  | Period of completion   | : 15 days   |
| 4.  | Value of work to be taken for<br>issue of interim certificate for<br>payment | : NIL   |
| 5.  | Retention money / security<br>deposit  | : 5% of the bill amount including the EMD<br>subject to a maximum of the final bill<br>amount   |
| 6.  | Defect liability period  | : 12 months from the date of completion   |
| 7.  | Refund of security deposit   | : After the expiry of defect liability period   |
| 8.  | Liquidated damages   | : ½ % per week subject to maximum of 5%<br>of the value of work done  |
| 9.  | Period of honoring final certificate<br>for Payment                          | : 15 days   |
| 10  | Deduction of income tax and GST<br>etc.                                      | : As per Central / State Government rules<br>: 50% of the total security to be<br>released along with final certificate of<br>payment, but only after removing all his<br>materials, equipment, labour, huts/force,<br>temporary sheds/stores, all his<br>installations, machinery etc., from the<br>site. Balance payment to be released on<br>submission of Bank Guarantee on any<br>Scheduled Bank, Other than SBI, in the<br>prescribed manner and valid till the<br>completion of defects liability period of 12<br>months plus 3 months |
| 11. | Release of Security deposit after<br>Virtual completion.                     |   |

**BILL OF QUANTITIES**

<b>Sr.No</b>	<b>Description of item</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate</b>	<b>Amount</b>
1	Providing solid concrete block masonry laid with cement mortar 1:4 etc complete using good quality M-sand	15	m3		
2	Plastering with cement mortar 1:4 ,12 mm thick including curing.Good quality sand to be used.	100	m2		
3	Painting the interior walls with 2 coats of oil bound distemper over a coat of primer after cleaning the surface	100	m2		
4	Painting with synthetic enamel paint two coats to neat finish over a coat of primer to steel grille work	20	m2		
	Total				
	Add GST 18%	18%			
	GRAND TOTAL				