



SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.  
(A Wholly Owned Subsidiary of SBI)  
CIRCLE OFFICE  
SBI LOCAL HEAD OFFICE, 4TH FLOOR, III/1, PT. J N MARG  
BHUBANESWAR-751001

**PART - I**

**TECHNICAL BID  
TENDER DOCUMENT  
FOR**

**INTERIOR FURNISHING AND ALLIED CIVIL WORKS AT SBI BHUBAN BRANCH OF  
RBO-I (ANGUL), AO-II, UNIT-I, BHUBANESWAR**

**Tender No. BHU202001034**

**Dated 24.01.2020**

NAME OF TENDERER : .....  
ADDRESS : .....  
.....  
GST No. : .....

**DATE OF SUBMISSION: ...ON 07.02.2020 up to 2:00 pm**

### **NOTICE INVITING e-TENDER (NleT)**

SBI Infra Management Solutions Pvt. Ltd., (hereinafter mentioned SBIIMS) having Circle Office at 4<sup>th</sup> floor, SBI, LHO Building, Bhubaneswar – 01 on behalf of SBI invite two-bid online tenders from **empanelled vendors under the category of “D” and above** of Interior Works under Bhubaneswar Circle **at State Bank of India, Bhuban Branch under the control of Regional Business Office-I (Bhubaneswar), Administrative Office-1, Unit-1, Bhubaneswar.**

2. The other details of the tender are as under:

1.	Name of Work	<b>Interior Furnishing work at State Bank of India, Bhuban Branch under the control of Regional Business Office-I (Angul), Administrative Office-2, Unit-1, Bhubaneswar. Note: The work shall be executed in the new premises proposed for shifting of Bhuban Branch.</b>
2	Cost of Tender document	Rs.3,000/- (Rupees Thousand Only) non-refundable to be deposited online through <a href="https://www.onlinesbi.com">https://www.onlinesbi.com</a> using State Bank Collect gateway. Steps involved in making such payments is provided in details in <b>Annexure I</b> attached in this tender on or before <b>07.02.2020</b> up to <b>2 PM</b> .
3	Earnest Money Deposit (EMD)	The scan copy of one time EMD fee submitted to the Bank in the form of FD to be uploaded on or before last date & time of tender, in the online tender portal
4	Estimate cost put to tender	<b>Rs. 10,74,520.00 + GST</b>
5	Time for completion of work from the date of commencement	<b>30 days (including Sundays and holidays)</b>
6	Date for downloading of Tender Document(Technical and Price Bid)	<b>24.01.2020 to 07.02.2020</b> from Bank's website : <a href="http://www.sbi.co.in">www.sbi.co.in</a> under "Procurement news" or <a href="https://etender.sbi">https://etender.sbi</a>
7	Last date of submission of Tender Document(Technical and Price Bid)	Up to <b>02:00 PM on 07.02.2020</b>
8	Date & Time for opening of Technical Bid	<b>03.00 PM on 07.02.2020</b> at SBIIMS Circle Office, Bhubaneswar.
9	Date & Time for opening of Price Bid	<b>04:00 PM on 07.02.2020</b> at SBIIMS Circle Office, Bhubaneswar.
10	Defects Liability Period	12 months from the date of issue of Virtual Completion Certificate
11	Validity of offer	03 Months from the date of opening of tender.
12	Liquidated Damages	0.5% per week subject to a maximum of 5% of contract value.
13	Value of Interim certificate	<b>No interim payment shall be made.</b>
14	Security Deposit	5% of contract value. No interest will be paid on security deposit.
15	<b>For any details contact: M/s EPTL Ms Bina Soni Ph: 079-68136889  6354919566 email: bina.soni@auctiontiger.net</b>	<b>SBIIMS : Shri Prakash Chandra Sethi, Manager (Civil)</b> Cell: 9491041610, email : <a href="mailto:prakash.sethi@sbi.co.in">prakash.sethi@sbi.co.in</a>

03. Tenders can be downloaded from the bank's website [www.sbi.co.in](http://www.sbi.co.in) (link) <Procurement News>. It shall be responsibility of the contractor to arrange and ensure that all pages of technical and financial bid are properly bound separately. Tenders in loose pages may be disqualified.

04. The contractor shall sign and stamp each page of the tender document thereby ensuring the number and sequence of all pages.

05. 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.

06. The SBIIM,. 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.

*07. Tenders received without EMD and Non-Refundable Cost of Tender Documents shall be summarily rejected and such bidders shall not be allowed to participate in the online tendering process. Vendor having NSIC certificate not submitting cost of tender document will be not considered. As vendors participating on virtue of NSIC certificate if, emulate to L1 aftermath the tendering procedure withdraw/back out to execute the job, it results great loss to the Bank and inconvenience to the SBIIMS. Therefore serious bidders are requested to participate.*

08. 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.

09. SBIIMS. has the right to accept / reject any / all tenders without assigning any reasons and no correspondence shall be entertained in this regard.

10. **Submission of tender:** The eligible vendors empaneled under the Bhubaneswar Circle/LHO are required to submit their Bids online and submit/enclose the following

a. **Original Tender Cost DD to SBIIMS Circle Office, Bhubaneswar.**

b. **EMD and Tender Fee DDs scan copy in the online portal**

c. **Process Compliance form scan copy in the online portal.**

If the Bid is not accompanied by all the required Fees as per the tender condition, the same would be rejected. **Only the L1 vendor is required to submit the technical bid signed by the authorized signatory of the bidder.**

11. The bidders are required to make their own arrangements to obtain the necessary training for participating in the online tender to be provided by the e-Tendering/Procurement agency appointed by the Bank prior to submission of bids or before the last date of submission of as mentioned above. The bidders shall submit the process compliance form to the SBIIMS, Bhubaneswar along with the DDs for EMD & Tender Fee.

*12. As the premises is a running branch, you need to execute work with utmost care in coordination with other vendors (viz: civil, electrical & AC) without disturbing the day to day functioning of the branch. Every care has to be taken up for smooth functioning of the branch. Premises cleaning should be done on day to day basis & also as and when advised by the officials of SBI/SBIIMS.*

*13. Bidders need to submit an undertaking, if quoted amount is 10% less than the estimated amount, to undertake the job. Further, the vendor is liable to submit with relevant justifications on their letter head for the items (schedule) which quoted less.*

**Sd/-  
The Circle Head  
SBIIMS, Bhubaneswar**

## Annexure-I

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

SBI never asks for confidential information such as PIN and OTP from customers. Any such call can be made only by a fraudster. Please do not share personal info.

**PERSONAL BANKING**  
LOGIN >> yono

**CORPORATE BANKING**  
Select LOGIN

**ANNOUNCEMENT**  
As per RBI directives, non-CTS compliant cheques will not be accepted for CTS clearing after 12/12/2018. Please place request for new cheque book if not obtained after 01.10.2012.

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

**STATE BANK COLLECT**  
A MULTI-MODAL PAYMENT PORTAL

**DISCLAIMER CLAUSE**

**Terms Used**

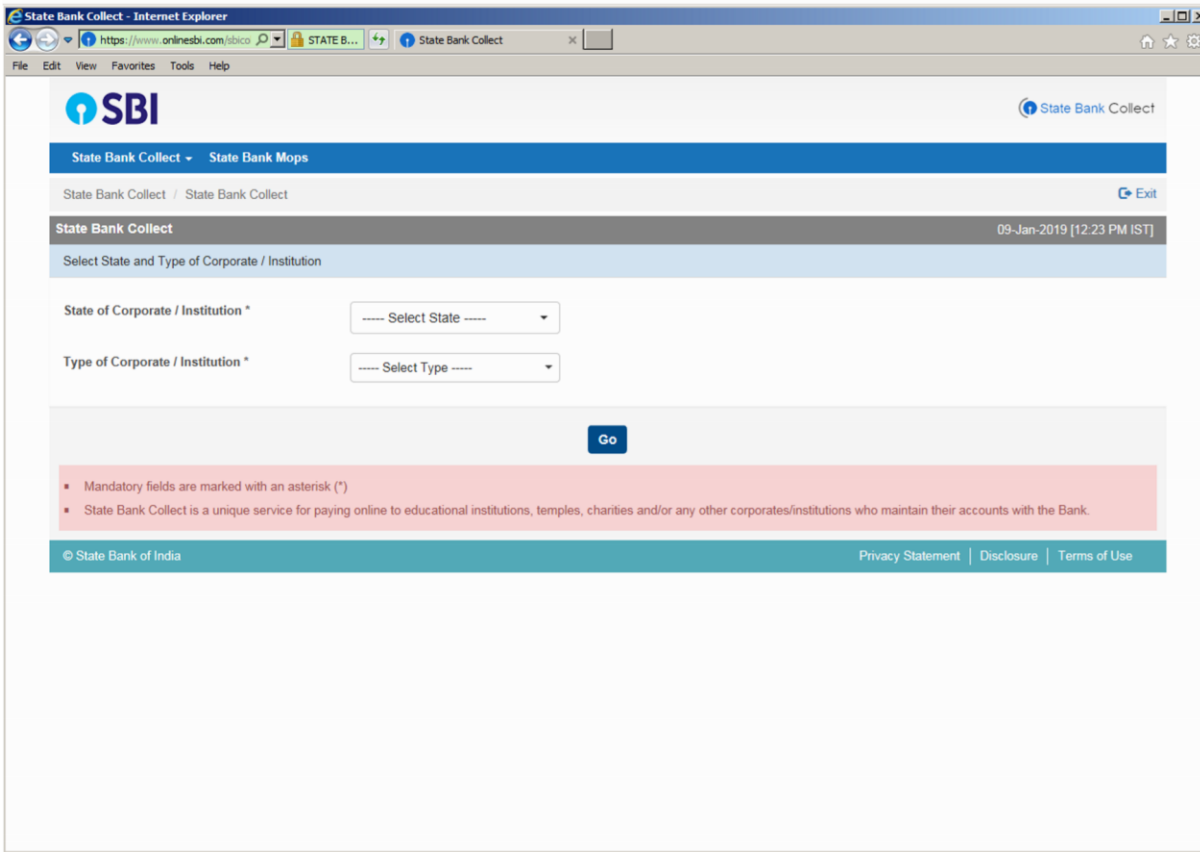
- > **Corporate Customer:** Firm/Company/Institution (F/C/I) collecting payment from their beneficiaries.
- > **User:** The beneficiary making a payment to F/C/I for the services/goods availed.
- > Bank shall not be responsible, in any way, for the quality or merchantability of any product/merchandise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

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

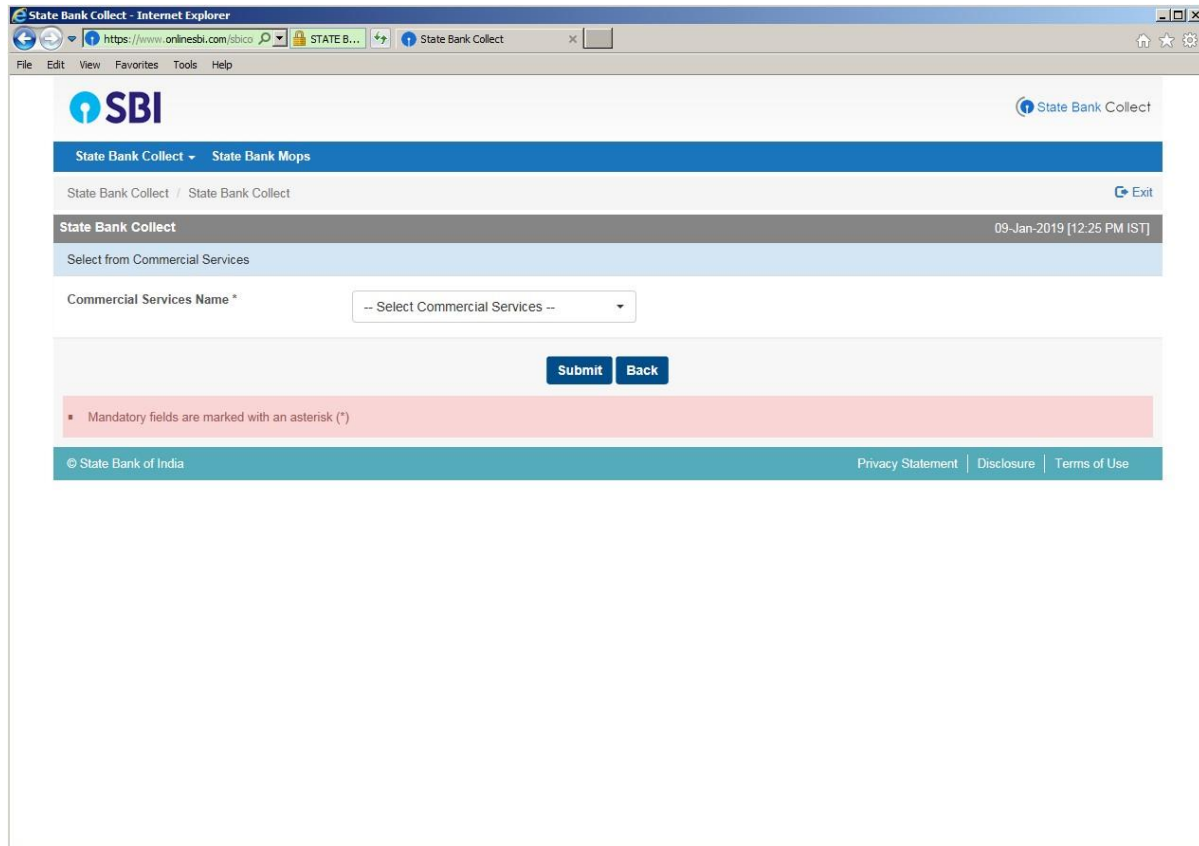
**Proceed**

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"Proceed" will lead to the next page:



Select **"All India"** in "State of Corporate / Institution" & Select **"Commercial Services"** in "Type of Corporate / Institution". **"Go"** will lead to the next page:



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

The screenshot shows the SBI State Bank Collect website interface. At the top, there is a navigation bar with the SBI logo and the text "State Bank Collect". Below this, there is a header section with the SBI logo and the text "SBI Infra Management Solutions Pvt Ltd" and "Ground Floor, Raheja Chambers, Free Press Journal Marg, Nariman Point, Mumbai-400021". The main content area is titled "Provide details of payment" and contains a form with the following elements:

- A dropdown menu labeled "Select Payment Category \*" with the option "-- Select Category --".
- A text input field labeled "Enter Tender ID \*" with a "Submit" button next to it.
- A red warning box containing the following text:
  - Mandatory fields are marked with an asterisk (\*)
  - The payment structure document if available will contain detailed instructions about the online payment process.
  - Date specified(if any) should be in the format of 'ddmmyyy'. Eg., 02082008

At the bottom of the page, there is a footer with the text "© State Bank of India" and links for "Privacy Statement", "Disclosure", and "Terms of Use".

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



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

The screenshot displays the State Bank Collect web portal. At the top, the SBI logo and 'State Bank Collect' text are visible. Below the navigation bar, the page title 'State Bank Collect' and the date '09-Jan-2019 [12:35 PM IST]' are shown. The main content area features the SBI Infra Management Solutions Pvt Ltd logo and address: 'Ground Floor, Raheja Chambers, Free Press Journal Marg, Nariman Point, , Mumbai-400021'. The form is titled 'Provide details of payment' and includes the following fields:

- Select Payment Category \* (Dropdown menu): TENDER APPLICATION FEI
- Tender ID \* (Text field): MUM2019010005
- Tender Name (Text field): Corp 05
- Open Date (Text field): 06-01-2019
- End Date (Text field): 12-01-2019
- Amount in Rupees \* (Text field): 10000
- Vendor Email ID (Text field): [Empty]
- Vendor GST No \* (Text field): [Empty]
- Vendor Mobile No \* (Text field): [Empty]
- Vendor Name \* (Text field): [Empty]
- Remarks (Text area): [Empty]

Below the form, a note states: 'Please enter your Name, Date of Birth (For Personal Banking) / Incorporation (For Corporate Banking) & Mobile Number. This is required to reprint your e-receipt / remittance(PAP) form, if the need arises.' The corresponding fields are:

- Name \* (Text field): [Empty]
- Date Of Birth / Incorporation \* (Text field with calendar icon): [Empty]
- Mobile Number \* (Text field): [Empty]
- Enter the text as shown in the image \* (Text field): 39E10

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

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

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

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

The MIS information made available to circle authorities at the end of every Tenders will also contain this unique Reference No along with all fields shown in the above Page.

## SAMPLE BUSINESS RULE DOCUMENT

### **ONLINE E-TENDERING FOR INTERIOR FURNISHING WORKS AT STATE BANK OF INDIA, BHUBAN BRANCH UNDER THE CONTROL OF REGIONAL BUSINESS OFFICE-I(ANGUL), ADMINISTRATIVE OFFICE-2, UNIT-1, BHUBANESWAR.**

#### **(A) Business rules for E-tendering:**

1. Only empaneled contractors with SBIIMS. Under appropriate category who are invited by the project Architect/SBIIMS shall only be eligible to participate.
2. SBIIMS. Will engage the services of an E-tendering service provider who will provide necessary training and assistance before commencement of online bidding on Internet.
3. In case of e-tendering, SBIIMS will inform the vendor through its service provider to enable them to participate contact and get trained.
4. Business rules like event date, closing and opening time etc. also will be communicated through service provider for compliance.
5. Contractors have to send by email, the compliance form in the prescribed format (provided by service provider), before start of E-tendering. Without this the vendor will not be eligible to participate in the event.
6. **The Contractors will be required to submit the tender as mentioned in NIEt Sl.No.10. Contractors not submitting any one or more documents shall not be eligible to participate in the on line tender.**
7. E-tendering will be conducted on schedule date & time as mentioned in the NIT
8. **The e-tendering will be treated as closed only when the bidding process gets closed in all respects for the item listed in the tender.**

#### **(B) Terms & conditions of E-tendering:**

SBIIMS. shall finalize the Tender through e-tendering mode for which M/s. EPTL. has been engaged by SBIIMS an authorized service provider. Please go through the guidelines given below and submit your acceptance to the same along with your Commercial Bid.

1. E-tendering shall be conducted by SBIIMS through M/s. EPTL .,Ahmedabad on pre-specified date. While the Contractors shall be quoting from their own offices/ place of their choice, Internet connectivity and other paraphernalia requirements shall have to be ensured by Contractors themselves. In the event of failure of their Internet connectivity, (due to any reason whatsoever it may be) SBIIMS shall not be held responsible & no-further request by the bidder/ tenderer shall be entitled. In order to ward-off such contingent situation bidders are requested to make all the necessary arrangements/ alternatives such as back-up power supply whatever required so that they are able to circumvent such situation and still be able to participate in the E-tendering successfully. Failure of power at the premises of Contractors during the E-tendering cannot be the cause for not participating in

Signature of Contractor with Seal



- the E-tendering. On account of this the time for the E-tendering cannot be extended and SBIIMS. is not responsible for such eventualities.
2. M/s. EPTL, Ahmedabad, shall arrange to train your nominated person(s), without any cost to you. They shall also explain you all the Rules related to the E-tendering. You are required to give your compliance on it before start of bid process.
  3. **BIDDING CURRENCY AND UNIT OF MEASUREMENT:** Bidding will be conducted in Indian currency & Unit of Measurement will be displayed in Online E-tendering.
  4. **BID PRICE:** The Bidder has to quote the rate as per the Tender Document provided by SBIIMS. their appointed Architects.
  5. **VALIDITY OF BIDS:** The Bid price shall be firm for a period specified in the tender document and shall not be subjected to any change whatsoever.
  6. Procedure of E-tendering:
    - i. **Online E-tendering** :
      - (a) The hard copy of the Technical as well as Price Bid Document are available on the Bank's website during the period specified in the Notice Inviting Tender (NIT).
      - (b) Online e-tendering is open to the empaneled bidders who receive NIT from the EPTL and qualified for participating in the price bidding as provisions mentioned hereinabove through SBIIMS approved Service Provider.
      - (c) The Price-Bid shall be made available online by the Service Provider wherein the contractors will be required to fill-in their Item-wise rates for each item.
      - (d) The Contractors are advised not to wait till the last minute to submit their online item-wise quote in the price bid to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc.
      - (e) It is mandatory to all the bidders participating in the price bid to quote their rates for each and every item.
      - (f) In case, contractor fails to quote their rates for any one or more tender items, their tender shall be treated as "***Incomplete Tender***" and shall be liable for rejection.
  7. **LOG IN NAME & PASSWORD:** Each Bidder is assigned a Unique User Name & Password by M/s. EPTL Ahmedabad. The Bidders are requested to change the Password after the receipt of initial Password from M/s. EPTL Ahmedabad All bids made from the Login ID given to the bidder will be deemed to have been made by the bidder.
  8. **BIDS PLACED BY BIDDER:** Bids will be taken as an offer to execute the work as Specified. Bids once made, cannot be cancelled / withdrawn and the Bidder shall be bound to execute the work at the quoted bid price. In case the L-1 Bidder backs out or fail to complete the work as per the rates quoted, SBIIMS shall at liberty to take action as deemed necessary including depaneling such contractors and forfeiting their EMD..
  9. At the end of the E-tendering, SBIIMS. will decide upon the winner. SBIIMS decision on award of Contract shall be final and binding on all the Bidders.
  - 10.SBIIMS shall be at liberty to cancel the E-tendering process / tender at any time, before ordering, without assigning any reason.
  - 11.SBIIMS shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause.

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12. Other terms and conditions shall be as per your techno-commercial offers and other correspondences till date.

13. OTHER TERMS & CONDITIONS:

- The Bidder shall not involve himself or any of his representatives in Price manipulation of any kind directly or indirectly by communicating with other suppliers / bidders.
- The Bidder shall not divulge either his Bids or any other exclusive details of SBIIMS to any other party.
- SBIIMS . decision on award of Contract shall be final and binding on all the Bidders.
- SBIIMS reserve their rights to extend, reschedule or cancel any E-tendering within its sole discretion.
- SBIIMS or its authorized service provider M/s. EPTL .,Ahmedabad shall not have any liability to Bidders for any interruption or delay in access to the site irrespective of the cause.
- SBIIMS or its authorized service provider M/s. EPTL .,Ahmedabad is not responsible for any damages, including damages that result from, but are not limited to negligence.
- SBIIMS or its authorized service M/s. EPTL .,Ahmedabad will not be held responsible for consequential damages, including but not limited to systems problems, inability to use the system, loss of electronic information etc.

N.B.

- All the Bidders are required to submit the Process Compliance Statement (Annexure II) duly signed in the eTender portal.
- **All the bidders are requested to ensure that they have a valid digital signature Certificate well in advance to participate in the online event.**

Signature of Contractor with Seal

**PROCESS COMPLIANCE STATEMENT (ANNEXURE II)**

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

To,  
eProcurement Technologies Ltd  
B 704/705, Wall StreetII, ,  
Nr Gujrat College, Ahmedabad- 380006.  
Tel:+917940270500.  
Email: [bina.soni@auctiontiger.net](mailto:bina.soni@auctiontiger.net)

**AGREEMENT TO THE PROCESS RELATED TERMS AND CONDITIONS FOR THE ONLINE E-TENDERING FOR INTERIOR FURNISHING WORK WORKS AT STATE BANK OF INDIA, BHUBAN BRANCH UNDER THE CONTROL OF REGIONAL BUSINESS OFFICE-I(ANGUL), ADMINISTRATIVE OFFICE-2, UNIT-1, BHUBANESWAR.**

Dear Sir,

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

This letter is to confirm that:

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

With regards,

Date:

Signature with company seal

Name:

Company / Organization:

GSTIN:

Designation within Company / Organization:

Address of Company / Organization:

Scan it and send to this Document on -----

Signature of Contractor with Seal

**ARTICLES OF AGREEMENT**

(On non-judicial Stamp Paper of Rs. 100/- or as per latest Govt. Rules)

ARTICLES OF AGREEMENT made the \_\_\_\_\_ date of \_\_\_\_\_ between SBIIMS  
.. on behalf of SBI, having its office at Mumbai hereinafter called "the Service Provider"  
of \_\_\_\_\_ the \_\_\_\_\_ One \_\_\_\_\_ Part \_\_\_\_\_ and  
\_\_\_\_\_

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 said  
Architects., or in the event of their ceasing to be the Architects for the purpose of 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.

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- 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 SBIIMS 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 14<sup>th</sup> 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 **45 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.

IN WITNESS WHEREOF THE SBIIMS. 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)

**Signature of Contractor with Seal**

To

**e-Procurement Technologies Ltd. (ProcureTiger)**  
**B 704/705, Wall Street-II, Opp. Orient Club,**  
**Nr. Gujarat College, Ahmedabad-380 006,**  
**Gujarat, India.**  
**Tel: (079) 40016837 / 835**  
**Fax: (079) 40016876**

**Sub: E-TENDERING for Interior Furnishing work at State Bank of India, Bhuban Branch**  
**under the control of Regional Business Office-I(Angul), Administrative Office-1, Unit-1,**  
**Bhubaneswar.**

Ref : 1 \_\_\_\_\_

2. Tender opening dt. \_\_\_\_\_

3. Our Offer No. \_\_\_\_\_ dt.

Dear Sir,

We confirm that we have quoted.

1. -----

(Price quoted on Total cost to SBI basis – **Item Rate**.....)

as our final lump sum prices during the e-Tender conducted today. The  
item wise detail rates are appended herewith.

Thanking you and looking forward to the valuable order from SBI.

Yours sincerely,

For \_\_\_\_\_

**Name:**

**Company:**

**Date:**

**Seal:**

## SECTION - 1

### INSTRUCTIONS TO THE TENDERERS

#### 1.0 Scope of work

Sealed Tenders are invited by SBIIMS for & on behalf of SBI for **Interior Furnishing & allied Civil Works at State Bank of India, Bhuban branch under the Control of Regional Business Office-I (Angul), Administrative Office-1, Unit-1, Bhubaneswar.**

#### 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 tenderers**

**General conditions of Contract**

**Special conditions of Contract**

**Additional specifications**

**Drawings**

##### **Priced 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) Additional Specifications
  - c) Technical specifications
  - d) Drawings
  - e) Special conditions of contract
  - f) General conditions of contract
  - g) Instructions to Tenderers
- 2.3 Complete set of tender documents including relative drawings can be downloaded from the website [www.sbi.co.in](http://www.sbi.co.in) under “procurement news” or <https://etender.sbi>
- 2.4 The tender documents are not transferable.

Signature of Contractor with Seal



### 3.0 **Site Visit**

3.1 The tenderer 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 tenderer is requested satisfy himself regarding the availability of water, power, transport and communication facilities, the character quality and quantity of the materials, labour, the law and order situation, climatic conditions, local authorities requirement, traffic regulations etc;

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

### 4.0 **Earnest Money**

4.1 The contractors who have already submitted one time EMD to SBI Bhubaneswar Circle as FD need not submit EMD amount. They are required to upload the scan copy of FD submitted in the online tender portal.

### 5.0 **Initial/ Security Deposit**

The amount of ISD shall be 2% of accepted value of tender excluding the one time EMD already submitted, in the form of D/D drawn on any scheduled Bank and shall be deposited within 10 days from the date of acceptance of work-order..

### 6.0 **Security Deposit**

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

### 6.2 **Additional Security Deposit**

In case L-1 bidder quotes abnormally low rates (i.e. 10% or more, below estimated project cost), the bank may ask such bidder to deposit additional security deposit (ASD) equivalent to difference of estimated cost vis-à-vis L-1 quoted amount for due fulfillment of contract. Such ASD could be in the form of FDR / Bank's guarantee in the Bank's name as per format approved by the Bank. On successful completion of work ASD will be returned to the contractor. In case contractor fails to complete the work in time or as per tender specification or leave the job incomplete, the bank will be at liberty to recover the dues from ASD or to forfeit such ASD as the case may be within its sole discretion.

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

**7.0 Signing of contract Documents**

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

**8.0 Completion Period**

Time is essence of the contract. The work should be completed in all respect accordance with the terms of contract within a period of **30 days** from the date of award of work.

**9.0 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 tenderer 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.

**10.0 Liquidated Damages**

The liquidated damages in case of breach of any terms of this RFP & delay in completion of the work within stipulated time shall be 0.50% per week subject to a maximum of 5% of contract value. In the event of liquidated damages exceeding the cap of 5% the award of contract shall be cancelled.

**11.0 Rate and prices:**

**11.1 In case of item rate tender**

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

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

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

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

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

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.

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11.1.6 The rate quoted shall be firm and shall include all costs, allowances, taxes, levies excluding GST.

11.1.7 The SBIIMS. 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 SBIIMS. to drop one or more buildings from the scope of work at any stage of the project, the contractor shall not be entitled to raise any claim / compensation for such deleted scope of work. Also, the SBIIMS. may consider issuing work order for various buildings in phases but within a reasonable time interval and the contractor 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.

SIGNATURE OF THE CONTRACTOR

WITH SEAL

Signature of Contractor with Seal

## GENERAL CONDITIONS OF CONTRACT

### 1.0 **Definitions: -**

“Contract means the documents forming the tender and the acceptance thereof and the formal agreement executed between SBI (client) in coordination with SBIIMS and the contractor, together with the documents referred there in including these conditions, the specifications, designs, drawings and instructions issued from time to time by the Architects / Bank and all these documents taken together shall be deemed to form one contract and shall be complementary to one another.

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

1.1.1 **‘SBIIMS’ shall mean SBI Infra Management Solutions Pvt. Ltd. (Service Provider) having its Head Office, Ground Floor, Raheja Chambers, Free Press Marg, Nariman Point, Mumbai- 400 021 and includes the client’s representatives, successors and assigns.-**

1.1.2 ‘Site Engineer’ shall mean an Engineer appointed by the SBIIMS as their representative for inspection/supervision of work and to give instructions to the Architect/Consultant/Contractors.

1.1.3 ‘The Contractor’ shall mean the individual or firm or company whether incorporate not, undertaking the works and shall include legal personal representative of individual or the composing the firm or company and the permitted assignees of individual or firms of company.

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 hereunder and work to be done by the contractor under the contract.

1.1.4 ‘Engineer’ shall mean the representative of the Architect/consultant.

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

1.1.6 Specifications’ shall mean the specifications referred to in the tender and modifications thereof as may time to time be furnished or approved by the Architect/ Consultant.

1.1.7 “Month” means calendar month.

1.1.8 “Week” means seven consecutive days.

1.1.9 “Day” means a calendar day beginning and ending at 00 Hrs and 24 Hrs respectively.

1.1.10 “SBIIMS’s Engineer” shall mean The Civil / Electrical Engineer in - charge of the Project, as nominated by the Circle Head, SBI Infra Management Solutions Pvt. Ltd.

1.1.11 The following shall constitute the Joint Project Committee (herein under referred to as JPC) for assessing and reviewing the progress of the work on the project and to issue instructions

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or directions from time to time for being observed and followed by the Architects Site Engineer / PMC and other consultants / contractors engaged in the execution of the project.

- i) SBIIMS Engineer (Civil) in-charge of the Project, as may be nominated by the Circle Head, SBI Infra Management Solutions Pvt. Ltd. .... Members.
- ii) Concerned partner of the Architects and their Resident Architect.... Member.

## **CLAUSE**

### **1.0 Earnest Money**

a The contractors who have already submitted one time EMD to SBI Bhubaneswar Circle as FD need not submit EMD amount. They are required to upload the scan copy of FD submitted in the online tender portal.

#### **b Initial/ Security Deposit**

The amount of ISD shall be 2% of accepted value of tender excluding the one time EMD already submitted, in the form of D/D drawn on any scheduled Bank and shall be deposited within 10 days from the date of acceptance of work-order..

#### **c Retention Amount**

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

#### **d Additional Security Deposit**

In case L-1 bidder quotes abnormally low rates (i.e. 10% or more, below estimated project cost), the bank may ask such bidder to deposit additional security deposit (ASD) equivalent to difference of estimated cost vis-à-vis L-1 quoted amount for due fulfillment of contract. Such ASD could be in the form of FDR / Bank's guarantee in the Bank's name as per format approved by the Bank. On successful completion of work ASD will be returned to the contractor. In case contractor fails to complete the work in time or as per tender specification or leave the job incomplete, the bank will be at liberty to recover the dues from ASD or to forfeit such ASD as the case may be within its sole discretion.

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

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2.0 **Language**

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

3.0 **Errors, omissions and discrepancies**

In case of errors, 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.
- 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 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 Bank to be communicated through the architect/consultant. The architect/consultant at the directions of the SBIIMS from time to time issue further drawings and / or write instructions, details directions and explanations which are here after collectively references to as Architect's /consultant's 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. The removal from the site of any material brought thereon by the Contractor 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 SBIIMS shall issue a letter of acceptance directly or through the architect by registered post or otherwise depositing at the of the contractor as given in the tender to enter into a Contract for the execution of the work as per the terms of the tender. The letter of acceptance shall constitute a bind contract between the SBIIMS and the contractor.

ii) **Contract Agreement:**

On receipt of intimation of the acceptance of tender from the SBIIMS / Architect the successful tenderer shall be bound to implement the contract and within fifteen 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 SBIIMS /SBI through its Architect / consultants are the properties of the SBIIMS They are not to be used on other work.

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**7.0 Detailed drawings and instructions:**

The SBIIMS Through its architects / consultants 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.

The work shall be executed in conformity therewith and the contractor prepare a detailed programme schedule indicating therein the date of start and completion of various activities on receipt of the work order and submit the same to the SBIIMS .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 contractors.

**8.0 Liquidated damages:**

If the contractor fails to maintain the required progress in terms of clause 6. 0 of GOC 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 SBIIMS on account of such breach to pay a liquidated damages at the rate of 0.50% of the contract value which subject to a maximum of 5% of the contract value.

**9.0 Materials, Appliances and Employees**

Unless or otherwise specified the contractor shall provide and pay for all materials, labour, water, power, tools, equipment transportation and any other facilities that are required for the satisfactory execution and completion of the work. Unless or otherwise specified all materials shall be new and both workmanship and materials shall be best quality. The contractor shall at all times enforce strict discipline and good order among his employees and shall not employ on the work any unfit person or anyone not skilled in the work assigned to him. Workman whose work or behavior is found to be unsatisfactory by the SBIIMS . /Architect/ consultant 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 at his own expenses. The contractor shall give notices and comply with the regulations, laws, and ordinances rules, applicable to the contract. If the contractor observes any discrepancy between the drawings and specifications, he shall promptly notify the SBIIMS. in writing under intimation of the Architect/ Consultant. If the contractor performs any act, which is against the law, rules and regulations he shall meet all the costs arising there from and shall indemnify the SBIIMS. any legal actions arising there from.

**11.0 Setting out Work:**

The contractor shall set out the work and shall be responsible for the true and perfect setting out of the same and for the correctness of the positions, levels, dimensions, and alignment of all parts thereof and get it approved by the architect / consultant before proceeding with the work. If at any time any error in this respect shall appear during the progress of the works, irrespective of the fact that the layout had been approved by, the architect / consultant the contractor shall be responsible for the same ad shall his own expenses rectify such error, if so, required to satisfaction of the SBIIMS

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12.0 **Protection of works and property:**

The contractor shall continuously maintain adequate protection. of all his work from damage and shall protect the SBI's properties from injury or loss arising in connection with contract. He shall make good any such damage, injury, loss, except due to causes beyond his control and due to his fault or negligence.

He shall take adequate care and steps for protection of the adjacent properties. The contractor shall take all precautions for safety and 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 shall take insurance covers as per clause 24.0 at his own cost. The policy may be taken in joint names of the contractor and the SBIIMS and the original policy may be lodged with the SBIIMS

13.0 **Inspection of work:**

The SBIIMS / Architect / Consultant 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 shall give every facility to the SBIIMS Pvt. Ltd./Architect/consultant and their representatives necessary for inspection and examination and test of the materials and workmanship. No person unless authorized by the SBIIMS/ Architect /Consultant except the representative of Public authorities shall be allowed on the work at any time. The proposed work either during its construction stage or its completion can also be inspected by the Chief Technical Examiner's Organization a wing of Central Vigilance commission.

14.0 **Assignment and subletting**

The whole of work included in the contract shall be executed the contractor and he shall not directly entrust and engage or indirectly transfer, assign or underlet the contract or any part or share there of or interest therein without the written consent of the SBIIMS through the Architect and no undertaking shall relieve the contractor from the responsibility of the contractor 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 described in the contract and in accordance with Architect/consultant instructions and shall be subject from time to time to such tests as the architect/consultant may direct at the place of manufacture or fabrication or on the site or an approved testing laboratory. The contractor shall provide such assistance, instruments, machinery, 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 architect/consultant.

ii) **Samples**

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

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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.

iii) **Cost of tests**

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

iv) **Costs of tests not provided for**

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

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

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

17.0 **Contractor's superintendence**

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

18.0 **Quantities**

- i) The bill of quantities (BOQ) unless or otherwise stated shall be deemed to have been prepared in accordance with the Indian Standard Method of Measurements and quantities. The rate quoted shall remain valid for variation of quantity against individual item to any extent. The entire amount paid under Clause 19, 20 hereof as well as amounts of prime cost and provision sums, if any, shall be excluded.

19.0 **Works to be measured**

The Architect/Consultant/SBIIMS may from time to time intimate to the contractor that he require the work to be measured and the contractor shall forthwith attend or send a quantity representative to assist the Architect in taking such measurements and calculation and to furnish all particulars or to give all assistance required by any of them. Such measurements shall be taken in accordance with the Mode of measurements detail in the specifications.

The representative of the Architect / Consultant shall take measurements with the contractor's representative and the measurements shall be entered in the measurement book. The contractor or his authorised 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 (M Book) should the contractor not attend or neglect or omit to depute his representative to take measurements the measurements recorded by the representative of the Architect / consultant shall be final. All authorized extra work, omissions and all variations made shall be included such measurement.

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## 20.0 Variations

No alteration, omission or variation ordered in writing by the Architect / consultant vitiates the contract. In case the SBIIMS / Architect / Consultant thinks proper at any during the progress of works to make any alteration in, or additions to or omission from the works or any. alteration in the kind or quality of the materials to be used therein, the Architect / Consultant shall give notice thereof in writing to the contractor 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 but the contractor 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 Architect/ Consultant and the value of such extras, alterations, additions or omissions shall in all cases be determined by the Architect / Consultant 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 shall be allowed unless it shall have been executed under the authority of the Architect / Consultant with the concurrence of the SBIIMS 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 shall within 7 days of the receipt of the letter of acceptance inform the Architect/ consultant of the rate which he intends to charge for such items of work, duly supported by analysis of the rate or rates claimed and the Architect/ consultant shall fix such rate or prices as in the circumstances in his opinion are reasonable and proper, based on the market rate.
- d) Where extra work cannot be properly measured or valued the contractor shall be allowed day work prices at the net rates stated in the tender, of the BOQ or, if not, so stated then in accordance with the local day work rates and wages for the district; provided that in either case, vouchers specifying the daily time (and if required by the Architect/Consultant) the workman's name and materials employed be delivered for verifications to the Architect /consultant at or before the end of the week following that in which the work has been executed.
- e) It is further clarified that for all such authorized extra items where rates cannot be derived from the tender, the Contractor shall submit rates duly supported by rate analysis worked on the 'market rate basis for material, labour hire / running charges of equipment and wastages etc. plus 15% towards establishment charges, contractor's overheads and profit. Such items shall, not be eligible for escalation.

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## 22.0 Final measurement

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

## 23.0 Post Completion requirements & Virtual Completion Certificate (VCC)

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

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

Upon the satisfactory fulfillment by the contractor as stated above, the contractor is entitled to apply to the Architect / consultant is satisfied of the completion of work. Relative to which the completion certificate has been sought, the Architect/ consultant shall within 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 SBIIMS's rights and contractor liabilities under the contract including the contractor'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 SBIIMS against the contractor in respect of or work at the site and in respect of which the VCC has been issued.

## 24.0 Work by other agencies

The SBIIMS / Architect / consultant reserves the rights to use premises and any portion the site for execution of any work not included in the scope of this contract with may desire to have carried out by other persons simultaneously and the contractor shall not only allow but also extend reasonable facilities for the execution of such work. The contractor however shall not be required to provide any plant or material for the execution of such work except by special arrangement with the SBI. Such work shall be carried out in such manner as not to impede the progress of the works included in the contract.

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**25.0 Insurance of works**

25.1 Without limiting his obligations and responsibilities under the contract the contractor shall insure in the joint names of the SBIIMS and the contractor 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 SBIIMS and contractor are covered for the period stipulated I clause of GCC and are also covered during the period of maintenance for loss or damage arising from a cause, occurring prior to the commencement of the period of maintenance and for any loss or damage occasioned by the contractor in the course of any operations carried out by him for the purpose of complying with his obligations under clause.

- a) The Works for the time being executed to the estimated current Contract value thereof, or such additional sum as may be specified together with the materials for incorporation in the works at their replacement value.
- b) The constructional plant and other things brought on to the site by the contractor to the replacement value of such constructional plant and other things.
- c) Such insurance shall be effected with an insurer and in terms approved by the SBIIMS which approval shall not be unreasonably withheld and the contractor shall whenever required produce to the Architect / consultant the policy if insurance and the receipts for payment of the current premiums.

**25.2 Indemnification against Damage to persons and property**

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

- a) The permanent use or occupation of land by or any part thereof.
- b) The right of SBIIMS 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 SBIIMS Pvt. Ltd. their agents, employees or other contractors not being employed by the contractor or for or in respect of any claims, proceedings, damages, costs, charges and expenses in respect thereof or in relation thereto or where the injury or damage was contributed to by the contractor, his servants or agents such part of the compensation as may be just and equitable having regard to the extent of the responsibility of the SBIIMS, their employees, or agents or other employees, or agents or other contractors for the damage or injury.

**25.3 Contractor to indemnify SBIIMS**

The contractor shall indemnify the SBIIMS against all claims, proceedings, damages, costs, charges and expenses in respect of the matters referred to in the provision sub-clause 25.2 of this clause.

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## 25.4 Contractor's superintendence

The contractor shall fully indemnify and keep indemnified the SBIIMS 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 SBIIMS in respect of such matters as aforesaid the contractor shall be immediately notified thereof and the contractor 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 shall not be liable to indemnify the SBIIMS if the infringement of the patent or design or any alleged patent or design right is the direct result of an order passed by the Architect / consultant in this behalf.

## 25.5 Third Party Insurance

25.5.1 Before commencing the execution of the work the contractor 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 SBIIMS, or to any person, including any employee of the SBIIMS, 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.

### 25.5.2 Minimum amount of Third Party Insurance

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

25.6 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 will pay additional premium necessary to make insurance valid for four occurrences always.

## 25.7 Accident or Injury to workman:

25.7.1 The SBIIMS shall not be liable for or in respect of any damages or compensation payable at law in respect or in consequence of any accident or injury to any workmen or other person in the employment of the contractor or any sub-contractor, save and except an accident or injury resulting from any act or default of the SBIIMS or their agents, or employees. The contractor shall indemnify and keep indemnified SBIIMS 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.

### 25.7.2 Insurance against accidents etc. to workmen

The contractor shall insure against such liability with an insurer approved by the SBIIMS Pvt. Ltd. during the whole of the time that any persons are employed by him on the works and shall, when required, produce to the architect / consultant such policy of insurance and receipt for payment of the current premium. Provided always that, in respect of any persons employed by any sub-contractor the contractor's obligation to insure as aforesaid under this sub-clause shall be satisfied if the sub-contractor shall have insured against the liability in respect of such persons in such manner that SBIIMS is indemnified under the policy but the contractor shall require such sub-contractor to produce to the Architect /consultant when such policy of insurance and the receipt for the payment of the current premium.

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**25.7.3 Remedy on contractor's failure to insure**

If the contractor fails to effect and keep in force the insurance referred to above or any other insurance which he may be required to effect under the terms of contract, then and in any such case the SBIIMS 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 SBIIMS as aforesaid from any amount due or which may become due to the contractor, or recover the same as debt from the contractor.

25.7.4 without prejudice to the others rights of the SBIIMS against contractors. In respect of such default, the employer shall be entitled to deduct from any sums payable to the contractor the amount of any damages costs, charges, and other expenses paid by the SBIIMS and which are payable by the contractors under this clause. The contractor shall upon settlement by the Insurer of any claim made against the insurer pursuant to 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 and the Contractor shall not be entitled to any further payment in respect of the expenditure incurred for rebuilding or repairing of the materials or goods destroyed or damaged.

**26.0 Commencement of Works:**

The date of commencement of the work will be reckoned as the date, seven days from the date of award of letter by the SBIIMS

**27.0 Time for completion**

Time is essence of the contract and shall be strictly observed by the contractor. The entire work shall be completed within a period of **30 days** from the date of commencement. If required in the contract or as directed by the Architect / consultant. The contractor shall complete certain portions of work before completion of the entire work. However, the completion date shall be reckoned as the date by which the whole work is completed as per the terms of the contract.

**28.0 Extension of time**

If, in the opinion of the Architect/consultant, the work be delayed for reasons beyond the control of the contractor, the Architect/consultant may submit a recommendation to the SBIIMS to grant a fair and reasonable extension of time for completion of work as per the terms of contract. If the contractor needs an extension of time for the completion of work or if the completion of work is likely to be delayed for any reasons beyond the due date of completion as stipulated in the contract, the contractor shall apply to the SBIIMS Pvt. Ltd. through the Architect' Consultant in writing at least 15 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 an', for the delays. The architect/consultant shall submit their recommendations to the SBIIMS in the prescribed format for granting extension of time. While granting extension of time the contractor shall be informed the period extended time which will qualify for levy 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 10.0 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.

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**29.0 Rate of progress**

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

**30.0 Work during nights and holidays**

Subject to any provision to the contrary contained in the contract no permanent work shall save as herein provided be carried on during the night or on holidays without the permission in writing of the Architect / consultant, save when the work is unavoidable or absolutely necessary for the saving of life or property or for the safety of the work in which case the contractor shall immediately advise the Architect / consultant. However the 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 Architect / consultant at no extra cost to the SBIIMS.

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

**31.0 No compensation or restrictions of work**

If at any time after acceptance of the tender SBIIMS 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. The Architect / consultant shall give notice in writing o that effect to the contractor and the contractor shall act accordingly in the matter. The contractor shall have no claim to any payment of compensation or otherwise what so ever on account of any profit or advantage which he might have derived from the execution of the Work fully but which he did not derive in consequence of the foreclosure of the whole or part of the work.

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

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

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### 32.0 **Suspension of work**

- i) The contractor shall, on receipt of the order in writing of the Architect / consultant (whose decision shall be final and binding on the contractor) suspend the progress of works or any part thereof for such time and in such manner as Architect /consultant may consider necessary so as not 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, or
  - b) For proper execution of the works or part thereof for reasons other than the default the contractor, or
  - c) For safety of the works or part thereof.  
The contractor shall, during such suspension, properly protect and secure the works the extent necessary and carry out the instructions given in that behalf by the Architect / consultant.
- i) If the suspension is ordered for reasons (b) and (c) in sub-para (i) above:  
The contractor shall be entitled to an extension of time equal to the period of every such suspension. No compensation whatsoever shall be paid on this account.

### 33 **Action when the whole security deposit is forfeited**

In any case in which under any clause or clauses of this contract, the Contractor shall have rendered himself liable to pay compensation amounting to the whole of his security deposit the Architect / consultant shall have the power to adopt any of the following course as they may deem best suited to the interest of the SBIIMS:

- a) To rescind the contract (of which rescission notice in writing to the contractor by - Architect / consultant shall be conclusive evidence) and in which case the security, deposit of the contractor shall be forfeited and be absolutely at the disposal of SBIIMS.
- b) To employ labour paid by the SBIIMS and to supply materials to carry out the work, or part of the work, debiting the contractor with the cost of the labour and materials cost of such labour and materials as worked out by the Architect/consultant shall final and conclusive against the contractor) and crediting him with the value of the work done, in all respects in the same manner and at the same manner and at the same rates as if it had been carried out by the contractor under the terms of this contract certificate of architect /consultant as to the value of work done shall be final conclusive against the contractor.
- c) To measure up the work of the contractor, and to take such part thereof as shall unexecuted, out of his hands, and to give it to another contractor to complete in which case any expenses which may be incurred in excess of the sum which would have been paid to the original contractor, if the whole work had been executed by him ( The amount of which excess the certificates in writing of the Architects / consultant shall final and conclusive) shall be borne by original contractor and may be deducted f any money due to him by SBIIMS 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 SBIIMS the contractor shall have no claim to compensation for any loss sustained by him by reasons of his having purchased or procured any material or entered into any engagements or make any advances on account of, or with a view to the execution of the work or the performance of the contract and in case the contract shall be rescind under the provision aforesaid, the contractor shall not be entitled to recover or to be paid any sum or any work thereto for actually performed under this contract, unless, and until the Architect / consultant will have

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

#### 34.0 **Owner's right to terminate the contract**

If the contractor being an individual or a firm commit any 'Act of insolvency' or shall be adjusted an insolvent or being an incorporated company shall have an order for compulsory winding up voluntarily or subject to the supervision of Govt. and of the Official Assignee of the liquidator in such acts of insolvency or winding up shall be unable within seven days after notice to him to do so, to show to the reasonable satisfaction of the Architect / Consultant that he is able to carry out and fulfill the contract, and to dye security therefore if so required by the Architect / Consultant.

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

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

- a) has abandoned the contract; or
- b) has failed to commence the works, or has without any lawful excuse under these conditions suspended the progress of the works for 14 days after receiving from the SBIIMS through the Architect / consultant written notice to proceed, or
- c) has failed to proceed with the works with such diligence and failed to make such due progress as would enable the works to be completed 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 SBIIMS through the Architect / Consultant that the said materials were condemned and rejected by the Architect/consultant under these conditions; or has neglected or failed persistently to observe and perform all or any of the acts matters or things by this contract to be observed and performed by the contractor for seven days after written notice shall have been given to the contractor to observe or perform the same or has to the detriment of good workmanship or in defiance of the SBIIMS or Architect's / consultant's instructions to the contrary subject any part of the contract. Then and in any of said cases the SBIIMS and or the Architect / consultant, may not withstanding any previous waiver, after giving seven days' notice in writing to the contractor, determine the contract, but without thereby affecting the powers of the SBIIMS or the Architect / consultant or the obligation and liabilities of the contractor the whole of which shall continue in force as fully as if the contract had not been determined and as if the works subsequently had been executed by or on behalf of the contractor. And, further the SBIIMS through the Architect / consultant their agents or 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 contractors or persons to the work and the contractor shall not in any was interrupt or do any act, matter or thing to prevent or hinder such other contractor or other persons employed for complement and finishing or using the materials and plant for the works.

When the works shall be completed or as soon thereafter as convenient the SBIIMS or architect / consultant shall give a notice in writing to the contractor to remove his surplus materials and plants and should the contractor fail to do so within 14 days after receive thereof by him the SBIIMS sell the same by publication, and after due publication, and shall, adjust the amount realized by such auction. The contractor shall have

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no right to question any of the act of the SBIIMS incidental to the sale of the materials etc.

### 35.0 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 SBIIMS from time to time. The SBIIMS 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 SBIIMS 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 M books

The Contractor shall not submit interim bills when the approximate value of work done by him/her is less than as mentioned in NIeT .

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 15 days from the date of receipt of bill. The SBIIMS shall process the bill within a period of one month from the date of receipt of bill, provided there is no dispute in respect of rates and quantities.

The contractor shall submit the interim bills as mentioned in NIeT.

### 36.0 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 M.D.& C.E.O. SBIIMS, 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

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not be entitled to raise any claim nor shall the SBIIMS Pvt. Ltd 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 M.D.& C.E.O. SBIIMS, Head Office 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 M.D.& C.E.O. SBIIMS Pvt. Ltd., Head Office in writing in the manner and within the time aforesaid.

## **B. Settlement of Disputes and Arbitration**

The M.D.& C.E.O. SBIIMS, Head Office 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 M.D.& C.E.O. SBIIMS, Head Office / Submit his claims to the conciliating authority namely the M.D.& C.E.O. SBIIMS, Head Office, Raheja Chambers, Free Press Journal Marg, Mumbai. For conciliation along with all details and copies of correspondence exchanged between him and the SBIIMS

- 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 M.D. & C.E.O. of the SBIIMS 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 SBIIMS shall be referred for adjudication through arbitration by the Sole Arbitrator appointed by the M.D. & C.E.O. and who will be of Deputy General Manager rank. It will also be no objection to any such appointment that the Arbitrator so appointed is a SBIIMS, Officer and that he had to deal with the matters to which the Contract relates in the course of his duties as SBIIMS, 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 M.D. & C.E.O. of the SBIIMS 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 SBIIMS 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

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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.

**37.0 Water supply**

The contractor shall make his own arrangements for water required for the work and nothing extra will be paid for the same. This will be subject to the following condition.

- i) That the water used by the contractor shall be fit for construction purposes to the satisfaction of the Architect / consultant's.
- ii) The contractor shall make alternative arrangements for the supply of water if the arrangement made by the contractor for procurement of water in the opinion of the Architect / consultant is unsatisfactory.
- iii) In case contractor is permitted to use SBI's source of water i.e. Municipal connection, Bore well (existing or new) etc., the SBIIMS may consider recovering @1% of contract amount from the final bill of contractor.

37.1 The contractor shall construct temporary well / tube well in SBI's premises or land for taking water for construction purposes only after obtaining permission in writing from the SBIIMS Pvt. Ltd. The contractor has to make his own arrangements for drawing and distributing the water at his own cost. He has to make necessary arrangements. To avoid any accidents or damages caused due to construction and subsequent maintenance of the wells. He has to obtain necessary approvals from local authorities, if required, at his own cost. He shall restore the ground to its original condition after wells are dismantled on completion of work or hand over the well to the SBIIMS without any compensation as directed by the architect / consultant.

**38.0 Power supply**

The contractor shall make his own arrangements for power and supply / distribution system for driving plant or machinery for the work and for lighting purpose at his own cost, The cost of running and maintenance of the plants are to be included in his tender prices, He shall pay all fees and charges required, by the power supply and include the same in his tendered rates and hold the owner free from all such costs. He has to obtain necessary approval from the appropriate authorities, if required.

**39.0 Treasure trove etc.**

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

**40.0 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 Architect / consultant shall be final and binding on the corrector.

**41.0 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 SBIIMS /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.

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- I) Register for secured advance
- ii) Register for hindrance to work
- iii) Register for running account bill
- iv) Register for labour
- v) Register for site order

#### 42.0 **Force Majeure**

- 42.1 Neither contractor nor SBIIMS 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, if it is not possible to serve a notice, within the shortest possible period without delay.
- 42.2 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.
- 42.3 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.
- 42.4 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 wore the two parties, shall each other to decide regarding the future execution of this agreement.

#### 43.0 **Local laws, Acts Regulations:**

The contractor shall strictly adhere to all prevailing labour laws inclusive at contract labour (regulation and abolition act of 1970) and other safety regulations. The contractors 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.

- i) Minimum wages Act 1948 (Amended)
- ii) Payment of wages Act 1936 (Amended)
- iii) Workmen's compensation Act 1923 (Amended)
- iv) Contract labour regulation and abolition act 1970 and central rules 1971 (Amended)
- v) Apprentice act 1961 (amended)
- vi) Industrial employment (standing order) Act 1946 (Amended)
- vii) Personal injuries (Compensation insurance) act 1 963 and any other modifications
- viii) Employees' provident fund and miscellaneous provisions Act 1952 and amendment thereof
- ix) Shop and establishment act
- x) Any other act or enactment relating thereto and rules framed there under from time to time.
- xi) Prevailing Indian Electricity rules & act.

#### 44.0 **Accidents**

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

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## SPECIAL CONDITION OF CONTRACT

### Scope of work

1.0 The scope of work is to carry out for the **Interior Furnishing Work at SBI Bhuban branch of Regional Business Office-I(Angul), Administrative Office-2, Unit-1, Bhubaneswar.**

2.0 Address of site

The site is located at **SBI Bhuaban branch of Regional Business Office-1(Angul), Administrative Office-2, Unit-1, Bhubaneswar.**

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

04 **Notice of operation**

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

5.0 **Construction records**

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

6.0 **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.

7.0 **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.

8.0 **Water power and other facilities**

a) The rate quoted by the contractor shall include all expenses that are required for providing all the water required for the work and the contractor shall make his own arrangements for the supply of good quality water suitable for the construction and good quality drinking

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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 SBIIMS 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 SBIIMS shall be entitled to take power and water connections from the temporary water and power supply obtained by the contractor. However, the concerned contractor shall make their own arrangements to draw the supply and pay directly the actual consumption charges at mutually agreed rates between them. All municipal charges for drainage and water connection for construction purposes shall be borne by the contractor and charges payable for permanent connections, if any, shall be initially paid by the contractor and the SBIIMS will reimburse the amount on production of receipts.
- d) The SBIIMS 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.

#### 9.0 **Facilities for contractor's employees**

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

#### 10.0 **Lighting of works**

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

#### 11.0 **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. These 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 make the following arrangements at his own cost but not limited to the following:
  - a) Proper handling, storage and disposal of combustible materials and waste.
  - b) Work operations which can create fire hazards.
  - c) Access for fire-fighting equipments.
  - 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.

#### 12.0 **Site order book**

A site order book shall be maintained at site for the purpose of quick communication between the SBIIMS/Architect / Consultant. Any communication relating to the work maybe 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.

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

**13.0 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 I 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.

**14.0 Site meetings**

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

**15.0 Disposal of refuse**

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

**16.0 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.

**17.0 Displaying the name of the work**

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

**18.0 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 which changes have been made w.r.t the approved drawings. The Architect / Consultant will make the changes made on these copies and return these copies to the SBIIMS/ SBI for their approval. In case revision are required or the corrections are not properly marked the SBIIMS will point out the discrepancies to the Architect / Consultant. The Architect / Consultant will have to incorporate these corrections and / or attend to discrepancies either on copies as directed by the SBIIMS and resubmit to their office for approval. The architect / consultant shall arrange to collect one copy duly approved by the SBIIMS and another copy will be submitted to the contractor to enable them to execute the work.

Signature of Contractor with Seal

- ii) For the drawings prepared by the contractor

The contractor will modify the drawing prepared by him wherever the changes made by the SBIIMS / 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.

**19.0 Approved make**

The contractor shall provide all materials from the list of approved makes at his own cost and also appoint the specialized agency for the waterproofing anti-termite, 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.

**20.0 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

**21.0 Excise duty, taxes, levies etc.;**

The contractor shall pay and be responsible for payment of all taxes, duties, levies, royalties, fees, cess or charges in respect of the works including but not 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 contract. All of the aforesaid taxes, duties, levies, fees and charges shall be to the contractor's account and the SBIIMS 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.

GST as applicable will be reimbursed by bank as specified in NIT.

I. T. will be recovered as applicable as per Government Rules from the contractor's bill

**22.0 Acceptance of tender**

The SBIIMS 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 tenderer or tenderers shall have no right to question the acts of the SBIIMS However adequate transparency would be maintained by the SBIIMS

**23.0 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 their each Running Bill for the project clearing showing major progress of work measured and claimed therein failing which the Architect/ SBIIMS may consider returning the Bill to the contractor and no claim for delay on this account will be entertained.

### **SAFETY CODE**

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 runnings shall not be more than 30 cm. When a ladder is used an extra mazdoor 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.

Signature of Contractor with Seal

## TECHNICAL SPECIFICATION

### **1. GENERAL**

#### **1.1 Scope of work**

The work contemplated under this contract includes all works as give in price bid of the aforesaid project, all as detailed in the Bill of Quantities, specifications and Drawings.

Such other works which are not included in the aforesaid Bill of Quantities are generally intended to be executed through a separate agency. Notwithstanding the above, Owners reserve the right to order additional works under the same contract. The Owners reserve the right to omit any item of work included in the aforesaid Bill of Quantities and award the same to any other contractor or not perform it at all at their discretion and the contractor shall not have any claim because of the same.

The contractor for this work shall be required to work in co-operation and co-ordination with other agencies on site and give them all reasonable assistance and help for the execution of the work in an efficient manner all directed. The words "approved" or "as directed" shall be deemed to convey approval or the discretion of Architect / Owner.

#### **1.2 Indian Standard Specifications**

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

#### **1.3 Quality of materials and General Standards of Work**

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

Samples and materials shall be approved before placement of order and approved samples shall be deposited with the Architect / Owner.

If for any material, reference to IS Code is not shown in the specification, then the materials shall be tested in any approved laboratory and the test certificate in original shall be submitted to owners. The entire charges for testing including repeated tests if ordered for shall be borne by the Contractor.

All works shall be of best workmanship and shall be carried out in proper workman like manner and in accordance with sound engineering practice to the satisfaction of the Architect / Owner.

No work shall be considered complete until the Architect / Owner certifies in writing that it has been completed.

#### **1.4 Power for construction**

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

#### **1.5 Scaffolding**

All scaffolding and ladders required for the proper execution of the work shall be provided by the Contractor. The scaffolding should be stout and strong to prevent any collapse or displacement. Proper measure for safety of workmen working on scaffolding should be taken by the Contractor.

## **1.6 Measurements**

The mode of measurements, wherever possible is specifically mentioned in these documents, where it has not been mentioned, it shall be as per the provision of the relevant Indian Standards. All the measuring tapes and other accessories necessary, shall be provided by the Contractor. Any dimension given in F.P.S. system to be converted as follows:

1 foot = 0.3048 metre.

## **1.7 Tools and Plant**

The tenderer along with his tender furnish a list of tools, plant and machinery which he intends to use on the works in Appendix – I of the Bill of Quantities. The list should indicate the exact type of machine, its capacity year of manufacture, kind and capacity of propelling force, spare parts readily available and all other pertinent information. The contractor is obliged to use all the machinery mentioned in his list if Architect considers it necessary.

## **1.8 Access to site, approach roads and roads within the premises**

The Contractor shall at his own cost provide all approach roads required for the purpose of carrying out the work in the most expeditious and efficient manner and shall remove the temporary roads on completion. He shall acquaint himself thoroughly regarding condition and suitability of public roads leading upto the limits of the premises and will provide vehicles for transportation of materials, which meet the requirements of these road conditions. It shall also be responsibility of the Contractor to maintain at his own cost these roads till the construction is completed. The tenderer should also be acquainted with local laws and Bye laws and complying with all police and highway authority requirements.

## **2. DISMANTLING, REMOVING EXISTING WORK**

**2.1** Dismantling carefully existing / old / damaged brick work, concrete work, flooring, plastering etc. and removing debris from site in any place and dumping them at any place outside the premises by mechanical transport and serviceable materials stocked at site as per direction. Every precaution should be taken from demolition contractor / agency side to avoid any injury / accident etc. Contractor should consider all costs for scaffolding, propping, staging, lifting, removal, transport etc. in their quoted rate.

## **3. Concrete work**

All concrete works shall be of proportions as specified in the schedule. Cement shall conform to relevant I.S. Code. Crushed stone aggregate shall be properly graded and shall be free from soft, friable, thin, elongated and laminated pieces. Foreign matter including earth or dirt shall be washed away before use in work. Sand shall preferably be obtained from pits, clean, sharp and shall not contain harmful impurities such as Pyrite, coal, lignite, Mica or similar laminated material. Silt contents shall not be more than 8%.

Concrete shall preferably be mixed in a mechanical mixer. Hand mixing may be permitted by addition of 10% extra cement for which no additional cost will be paid. Concrete after mixing shall present a uniform colour of homogeneous mix.

The concrete shall be placed in position within half an hour from adding water to the mix. The concrete after being placed in position shall be properly vibrated and compacted, special care must be taken regarding the use of water in the mix which should be just sufficient to produce dense concrete of adequate work ability.

## **4. Form Work**

The form work for all concrete work shall be done with approved materials conforming to the shape, lines, levels and dimensions shown on the drawings. The form work shall be sufficiently rigid and designed with runners, props and boarding material so as to enable withstanding the weight of green concrete, working

loads, vibration load or any other imposed loading without causing undue deformation, deflection, distortion, bulging or loosening of its components.

Form work shall be retained in position conforming to relevant I. S. Code and sound engineering practice. De shuttering shall be done in a way so as not to jar the concrete or cause an injury or shock to the same.

## **5. Reinforcement**

All reinforcements for use in work shall be of tested quality obtained from Manufacturers / Dealers and shall be free from loose scale, oil, grease, paints and other harmful matters.

The bars shall be placed in position after bending conforming to the drawings and all intersections shall be properly tied with 16 g. black annealed wire.

Approval of the reinforcement as laid shall be obtained from the Consultant before casting is allowed. Cover for reinforcement is to be provided in conformity with the drawings.

## **6. Brick Masonry Work**

Bricks of strength as specified in the schedule and having generally uniform dimension (+ 8% variation on dimension is tolerable) and water absorption less than 20% and free from other defects shall be used in the work.

### **a) Solid Masonry Wall**

Masonry walls shall be done in English Bond with cement mortar of proportion mentioned in the schedule. Brick work shall be raised uniformly and true to level and plumb. Joints shall be properly raked. The work is to be cured for at least 10 days.

## **7. Plastering**

Plastering shall be done with cement mortar in proportion given in the schedule. The plastering should be true to line and plumb. All corners shall be weathered and plumbed. Rounding of corners may be done with approval of the consultant for which no additional payment will be made. The finished plastered surface should be uniform and free from any defects like cracks, waviness etc. The plastering work shall be cured for at least 7 days.

### **a) General**

For any item of work, not covered by the specifications mentioned hereinabove, the instruction and directions of the Architect / Consultant / Banks shall be obtained and work shall be done accordingly.

## **8. Cleaning Stone Facade**

Cleaning Stone Facade of the portion of others entire building as per direction Engineer in charge at any level as well as compound wall with high pressure jet machine by using **Liquid Ammonia Chemical of 5%** solution of other cleaning agent as approved Engineer in charge to remove all the dirt, dust, bird dropping, greese , oil, algae , monkey beats fungus & moss etc./ grinding with rotary grinding machine where necessary so that all black stains are removed including uprooting of small plants at certain places with acid as per direction .

## **9. Checking Stone Slabs**

Checking Stone Slabs on the façade & bolting the loose slabs with anchor fastener - 8 mm dia and 100 mm long of **Fischer ( Mico Bosch Group )** centrally 1 No per tile as approved by the Architect / Bank and matching the surface by filling white cement with matching pigment admixed with approved bonding agent .

#### **10. Spraying or Brushing Water Repellent**

Spraying or Brushing Water Repellent Silicone based single component ( Dr.Fixit / Sika / Choksey / Fosrok / Wacker ) ready to use clear water repellent on back to back basis upto saturation level by means of spraying or brushing to make the stone façade totally water proof

#### **11. Sealing the Stone Slab Joint**

Sealing the stone Slab Joints at some strategic damaged areas as directed by Bank / Architect with the neutral cure, non-staining grade Silicon Sealant with the help of non-staining adhesive tape ( 3M grade ) to make the joint water proof and with white cement with matching pigment admixed with water proofing compound of approved brand where ever necessary

#### **12. Sealing the Window Perimeter**

Sealing the window perimeter with the premium quality neutral cure, non-staining grade Silicon Sealant ( Dr. Fixit / Sika / Choksey / Fosrok / Wacker ) with the help of non-staining adhesive tape ( 3M grade ), to make the window sides water tight .

#### **13. Hardware Fittings**

All hardware fittings for doors shall be Oxidised Iron, Brass, Anodised Aluminium or Brass Stainless steel etc. as specified in the Schedule of Quantities. These hardware fittings shall be obtained from approved manufacturers and shall bear ISI mark wherever available. The samples for the fittings shall be submitted to the Bank / Architect for their approval. Hardware fittings for door shutters shall be paid as separate item as given in schedule of quantities. The rate for hardware fittings shall include for supplying, fitting and fixing the fittings with necessary cadmium plated screws, washers, bolts, nuts etc. as required. All locks shall be provided with keys in duplicate and rate shall include for the same. Approved samples of hardware fittings shall be deposited with Bank / Architects for reference.

#### **14. Workmanship**

- a) The workmanship shall be of first class quality and to the satisfaction and approval of the Bank / Architects. Scantlings and board shall be accurately sawn and shall be of required width and thickness. All carpenter's work shall be wrought except where otherwise described. The workmanship and joinery shall be accurately set out in strict conformity to the drawings and shall be framed together and securely fixed in approved manner and with properly made joints. All work is to be properly tenanted shouldered, wedged, pinned, braced etc. and properly glued with approved quality glue to the satisfaction of the Bank / Architect.
- b) **Screws** : Unless otherwise specified all screws to be used in wood work joinery shall be of oxidised iron or brass or pure brass or stainless steel and of approved quality. The size diameter and length should conform to those specified in hardware schedule.
- c) **Tolerance** : 1.5 mm (1/16") will be allowed for each wrought face sizes specified except where described as finished in which case they shall hold to the full dimensions.
- d) **Protection** : All edges of timber frame etc. shall be protected from being damaged during construction by providing rough timber casing securely fixed and other adequate protective measure. Door / Window frame shall have cut rebate. Planted rebates shall not be permitted. Where door frames are fixed and flush with plaster of wall, teak wood cover mould as per drawings shall be provided all round and shall be painted or polished to match with finished shutters.



## **15. Rates to Include**

Apart from other factors mentioned elsewhere in this contract the rate for item of wood work and joinery include for the following :-

### **A. Item of scantling :**

- i) All labour, materials and equipment for fixing frame work as per drawing excluding the cost of hold fasts, Rail plugs or other fasteners etc.

### **B. Item of shutters :**

- i) All labour, materials, hardware fittings and equipment for carrying out the work as per drawings.
- ii) Labour for fixing the shutters in position (excluding the cost of fittings) as per drawing.

## **16. Mode of Measurement**

All measurement shall be as per relevant section of I.S. 1200 of latest edition.

- i) Scantling shall measured in cum. The sectional areas shall be the area of the least square or rectangles from which the scantling may be cut. The length shall be actual length of timber required for the purposes including the extra portion required for jointing.
- ii) Shuttering shall be measured in square metre for closed door shutters area i.e. rebate to rebate without extra measurement for rebates and / or splayed meeting styles of door.

## **17. Painting**

### **Mode of Measurement**

The measurement shall be in square metre. The mode of measurement shall be as applicable so that for plaster.

## **18. Plaster of Paris Punning**

If the plastered surface is to be finished with plaster of Paris punning, the surface shall be combed slightly with the wire brushes or nails before it is completely set to form key for plaster of Paris punning. The surface shall be only damped but not soaked before the application of Plaster of Paris punning. The Gypsum for preparing punning shall be approved quality. It shall be dry and free from lumps and shall be suitably packed in watertight bags or containers.

Paste shall be prepared by adding required quantum of water and same shall be used before it sets. No dropping paste shall be used in the work.

Punning shall be applied to the prepared surface with steel trowel to a thickness required to make the surface produce perfectly smooth and even surface, working from top to bottom.

The finished surface shall not show any sign of disintegration, topping or pilling. The surface shall be protected from injury and damage.

### **Rates to Include**

Apart from other factors mentioned elsewhere in this contract, rates for the item of plaster of Paris punning shall include the following :-

- i) Erecting, dismantling and removing the scaffolding.
- ii) Preparing the surface to receive the said finish.

- iii) Providing plaster of Paris punning of the required thickness to make the surface perfect smooth and even including cost of materials.
- iv) Any moulding work if shown in the drawings or as specified.
- v) Finishing in bends, arises, rounded angles, fair edges, narrow returns, quirk, 'V' joints, splays, drip mouldings, making good to metal frames, junctions with skirting or dado's, narrow widths and small quantities, making good round pipes, conduits, timbers, sills, brackets, railings etc. and making good after all the sub-contractor or nominated sub-contractors have done their works.

#### **Mode of Measurement**

The measurement shall be in square metre. The mode of measurement shall be as applicable to that for plaster.

#### **19. Synthetic Enamel Paint**

- a) Material

Ready mixed oil paints and primer, in general shall be of approved quality, colour and of approved manufacture. These materials shall be in sealed tins and shall be opened in the presence of the Bank / Architects at site.

- b) Preparation of Surface

- i) Iron and Steel Works

Surface to be painted shall be thoroughly cleaned, sand papered and / or rubbed with emery cloth, if necessary, to remove grease, mortar or any other foreign materials. In case of rusted surface, it shall be first cleaned with wire brushes till the corroded rust is removed. The prepared surface shall be shiny and free from brush marks, patches, blisters and other irregularities. The surface thus finished shall be approved for painting.

#### **20. Weather Coat Paint**

The paint and primer ( **ICI make** ) shall be of approved quality, colour and shall be obtained from approved manufacturers. These shall be in sealed containers and shall be opened in the presence of the representative of Engineer-in-Charge / Architect / Bank.

The number of coats shall be as specified in the schedule.

Surface to be painted shall be thoroughly cleaned sand cement (Primer & top coat) prepared and / or rubbed with emery cloth. The paints shall be applied with brushes of type and size suitable for the job / or by roller and subsequent coat shall be applied after previous coat has dried and care shall be taken so that dust or other foreign materials do not settle or disfigure the various coats.

The thinning of the emulsion is to be done with water and not with turpentine. Thinning with water will be particularly required for the undercoat which is applied on the absorbent surface. The quality of water to be added shall be as per manufacturer's instructions.

No left over paint shall be put back into the stock tins. When not in use the containers shall be kept properly closed.

No hair marks from the brush or clogging of paint puddles in the corners of panels, angles of mouldings etc. shall be left on the work.

The surface on finishing shall present a flat velvety smooth finish. If necessary more coats will be applied till the surface presents a uniform appearance.

### **Precautions**

- a) Old brushes if they are to be used with emulsion paints should be completely dried of turpentine or oil paints by washing in warm soap water.  
  
Brushes should be quickly washed in water immediately after use and kept immersed in water during break periods to prevent the paint from hardening on the brush.
- b) In the preparation of walls for plastic emulsion painting : no oil base putties shall be used in filling cracks, holes etc.
- c) Splashes on floors etc. shall be cleaned out without delay as they will be difficult to remove after hardening.
- d) Washing of surface treated with emulsion paints shall not be done within 3 to 4 weeks of application.

### **Rate to Include**

Apart from other factors mentioned elsewhere in this contract, the rates for the item of plastic emulsion paint shall include for the following:-

- i) All labour, materials and equipment necessary to carry out the work.
- ii) Supplying the approved emulsion paint for priming and finishing coats.
- iii) Preparing the surface for receiving the primer and finishing coats.
- iv) Scaffolding including its erections and dismantling.
- v) Application of one primer coat and minimum two coats of finishing. If a proper and even surface is not obtained to the satisfaction of Bank / Architects in 3 coats mentioned above, the contractor shall carry out additional coats of painting to approval at contractor's expense.
- vi) Protection to painted surface till dried and handed over.
- vii) Expense, if any, for supervision and technical assistance supplied by the approved paint manufacturers.

### **Mode of Measurement**

The measurement shall be in square metre. The mode of measurement shall as applicable to that for white washing.

### **Preparatory works for painting etc.**

Painting, polishing, plaster or paris work etc. shall not be taken up unless the surfaces to be so treated with are made ready with all related preliminary works and the approval of the Architect / Bank is obtained.

## **20. Glass**

Glass used shall be cleaned and / or tinted as mentioned and of the best quality approved by Architect without any scratches, bubbles, specks, waviness, undulations or any other defects, unless otherwise specified, all glass shall be as shown in the drawings. The tolerance allowed in the weight of glass shall be  $\pm 20\%$  per Sft. The glass used shall be either sheet or plate / float glass with bevelled edges etchings etc. as per requirement if necessary as indicated on the drawings and BOQ and is to be got approved by

Architect. Glass shall be well protected from any damage during transportation, storage and progress of work. Any glass which in the opinion of Architect/SBIIMS is not suitable for work, shall be rejected and the Contractor shall replace the glass with an approved one.

## STANDARD SPECIFICATION

Unless otherwise specified elsewhere in this contract, all work under this contract shall be carried out in accordance with the technical specification and the latest issue of the Indian Standard Specification applicable to the particular class of work, the relevant British Standard Specification shall apply. Relevant issue of I.S. specification applicable to the particular work have been described along with the specification for the respective works. In case of my confusion of dispute regarding the meaning and interpretation of any specification for the respective works, the decision of the Bank / Architects shall be final and binding on the Contractor.

### LIST OF MATERIALS FOR APPROVED BRAND AND / OR MANUFACTURER

SR NO.	MATERIAL	APPROVED MANUFACTURER / BRAND
<b><u>A. PLYWOOD / BLOCK BOARD / PARTCLE BOARD/ DOOR / ASBESTOSE BOARD</u></b>		
1	Marine Ply / BWP Ply.	KITPLY / GREEN / CENTURY / DURO
2	Block Board.	KITPLY / GREEN / CENTURY / DURO
3	Flush Door	KITPLY / GREEN / CENTURY / DURO
4	MDF Board	GREEN / URO / DURATUFF /Century
5	Soft Board	JOLLY BOARDS or approved equivalent make
6	Corean Top	DUPONT / MERINO / L.G / GREEN
<b><u>B. DECORATIVE VENEERS/ LAMINATES</u></b>		
1	Veneers	MAYUR/ TIMEX / GREEN /CENTURY
2.	Laminate	MERINO / FARMICA / CENTURY / GREEN LAM
<b><u>C. GLASS</u></b>		
1	Glass	MODI GUARD / SAINT GOBAIN / ASAHI
3	Tempering or toughening of glass	MODI GUARD / SAINT GOBAIN
4	Glass film for tint/safety/frosting	3M or approved equivalent make
5	3D printed vinyl sticker	3M or approved equivalent make
<b><u>D. ADHESIVES PRESERVATIVES</u></b>		
1	Adhesive	FEVICOL / VAMICOL / ARALDITE / 3M
2	Preservative	TERMISEAL, BISON, SOLIGNUM / WOOD GUARD
<b><u>E. PAINTS &amp; POLISHES</u></b>		
1	Interior Paints (a)Lustre Paints (b)Plastic paint (c)Acrilic Paint	ASIAN / NEROLAC / BERGER

2	Exterior paints (a) Acrylic paints (b) Cement Paints	(a) ASIAN / NEROLAC / WEATHER SHIELD (b) ASIAN / SNOCEM / NITCO
3	Melamine	ASIAN / SOLVOSOL / MRF
4	Wood Primer	ASIAN / NEROLAC / BERGER
5	Wall Putty	Birla White / Berger / Asian Paint
<b>F. FALSE CEILING</b>		
1	Gypsum ceiling	INDIA GYPSUM or approved equivalent make
2	Grid Ceiling  Acoustical (a)  Gypsum (b)  Fibrous (c) Metal	(a) AMSTRONG  (b) AMSTRONG  (c) AMSTRONG
<b>G. HARDWARES</b>		
1	Screws	GKW/ NETTLEFOLD or approved equivalent
2	Locks for Cabinets	GODREJ- / DOORSET / APEX
3	Floor spring / Door closer	DORMA/ HEMCO/ HAFELE/ OZONE/Endura
4	Handles & mortise locks	NEKKI – KICH / HAFELE / DORMA / GODREJ
5	Hinges (Brass / SS finish)	HAFFELE / BLUM / GRASS / MEPLA / VISION / CIEF / YALE /Endura
7	Key holes, door stopper / holder	Matching with Handles
8	Sliding drawer Channel	HAFELLE / EBCO / SOLO/Endura
9	Night Latch Lock	GODREJ/Link
<b>H. ACP &amp; ALUMINIMUM SECTION</b>		
1	ALUMINIMUM SECTION	OEL/ JINDAL
2	ACP	MAPL / ALSTRONG
<b>I. VETRIFIED TILE</b>		
1	Floor tiles	Johnson /Kajaria / NITCO/ Orient Bell/RAK
<b>J. GENENT</b>		
1	Cement	Lafarge / ACC/ Larsen & Toubro/Konark

Note: In case the above brands/materials are not available, contractor has to obtain prior approval from the concerned engineer before execution of work at site.

**LAYOUT FOR THE BRANCH**



