



PART – A: TECHNICAL BID

ITEM RATE –OFFLINE TENDER
OF ELECTRICAL WORK OF
AUDITOR’S ROOM AT
LHO BUILDING, SECTOR-17 CHANDIGARH

TENDER SUBMITTED BY :

NAME : _____

ADDRESS : _____

MAIL ADDRESS : _____

NANE & PHONE NO.
OF CONTACT PERSON: _____

**The Asst. General Manager,
Premises & Estate Department,
State Bank of India,
Local Head Office,
Ground Floor, Sector -17,
Chandigarh**

Architects
M/S THE DESIGN FORUM
CHANDIGARH
PH. 9855156716

NOTICE INVITING TENDERS

Sealed tenders are hereby invited on behalf of the asst. General manager, Premises & Estate Department, State Bank of India, Local Head Office, Chandigarh for carrying out Electrical Work of Auditor's Room at LHO Building, Sector-17 Chandigarh

The only Empanelled Contractors with SBI LHO Chandigarh are eligible to participate in this tender.

Concepts of the tender are as under:

Part-1: Technical bid duly signed with Company seal in separate envelope super-scribed with the respective contents along with the EMD shall be enclosed in separate envelope and to be included in the technical bid envelope and to be submitted in hard copy to designated office.

Part-2: Commercial/price bids for captioned work shall be filled and hardcopy to be submitted on or before the date and time mentioned below.

Offline Price bids will be opened only for those contractors who qualified technically.

The details of tender are as under:

SN	Particulars	Details
1	Name of work	Electrical Work of Auditor's Room at LHO Building, Sector-17 Chandigarh
2	Nature of Work	: Electrical Work
3	Estimated Cost of Work	Rs. 1.32 Lacs
3	Time allowed for Completion	: 21 Days from Award of Work
4	Earnest Money Deposit	Rs. 1,500/- (Rupees One Thousand Five Hundred only) by means of Demand Draft /Banker Cheque only (Valid for a period of 90 Days from the last date of submission of the tender) from any scheduled Nationalized Bank drawn in favour of SBI Premises & Estate Department, LHO, Chandigarh.
5	Last date & time for submission of Complete Tender Document Technical Bid and EMD and Price Bid (Part II)	: 25-01-2022 upto 3.00 pm. Note: It is sole responsibility of the bidder to ensure submission of their Tender documents along with EMD by stipulated date and time at specified address failing which there Price bid will be not opened.
6	Address for submission of Complete Tender Documents	Complete Technical Bid to be addressed to The Asst. General Manager, Premises & Estate Department, State Bank of India, Local Head Office, Ground Floor, Sector -17, Chandigarh Ph. 9013443566
7	Date and Time of opening of Technical Bids	: 25-01-2022 at or after 3.30 pm.
8	Date and Time for Price Bids	25-01-2022 at or after 3.30 pm.

9	Submission of Tender Document	<p>Tender will have to be submitted in a sealed covered and super scribed</p> <p><u>"TENDER FOR ELECTRICAL WORK OF AUDITOR'S ROOM AT LHO BUILDING, SECTOR-17 CHANDIGARH"</u></p> <p>The Tender should contain Envelope 1 mentioned below.</p> <p>PART "A" (In envelope marked "Volume-1 Part-A") - TECHNICAL BID</p> <p>Shall contain Technical part (Part- A) duly signed and stamped and EMD in separate envelop.</p> <p>PART "B" - FINANCIAL BID</p> <p>The Price Bids will be filled and to be submitted in separate envelop. Same will be opened on the same day only of the agency whose Technical Bid document will found complete along with.</p>
8	Defect Liability period	1-year from the date of Completion of Project.
9	Liquidated Damages	0.50% per week subject to maximum 5% of contract amount for delay in completion of work.
10	Validity of offer	90 days from the date of opening of Price-bid
11	Value of Interim Certificate	Nil No advance on materials / plant / machinery or mobilization advance shall be paid under any circumstances

12. The Contractor/ Vendor shall sign and stamp each page of the tender document thereby ensuring the number and sequence of all pages. Tender documents without seal and signature of the authorized tenderer are liable to be rejected.
13. 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.
14. The SBI reserve their rights to accept or reject any or all the tenders, either in whole or in part without assigning any reason (s) for doing so and no claim / correspondence shall be entertained in this regard.
15. In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.

Yours faithfully,

For THE DESIGN FORUM
CHANDIGARH

INSTRUCTIONS TO THE TENDERERS

1.0 Scope of work

Electrical Work of Auditor's Room at LHO Building, Sector-17 Chandigarh

1. Tender documents

2. 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
- Sample Business Rule Document
- General conditions of Contract
- Special conditions of Contract
- Price bid

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

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

4. The tender documents are not transferable.

5. Site Visit

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 shall be solely responsible for considering the financial effect of any or all the factors while submitting his tender.

6. Earnest Money

The tenderers are requested to submit the Earnest Money of Rs. 1,500/- (Rs. One Thousand Five Hundred only) in the form of Demand Draft or Bankers' Cheque in favour of State Bank of India, P&E LHO payable at Chandigarh.

7. Signing of contract Documents

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

8. **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 21 days from the date of commencement of work.
9. **Validity of tender**
Tenders shall remain valid and open for acceptance for a period of 3 (Three) months from the date of opening price bid. If the tenderer withdraws his/her offer during the validity period or makes modifications in his/her original offer which are not acceptance to the Bank without prejudice to any other right or remedy the Bank shall be at liberty to forfeit the EMD.
10. **Liquidated Damages**
The liquidated damages on account of delay shall be 0.50% of Cumulative Awarded value per week subject to a maximum of 5% of Cumulative awarded contract value or actual Invoice Value.
11. **Rate and prices:**
 - 11.1 **In case of item rate tender**
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. 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.
 - 11.2 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/ Vendor would be paid accordingly.
12. **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 SBI.**
 - 12.1 Each page of the BOQ shall be signed by the authorized person and cutting or overwriting shall be duly attested by him.
 - 12.2 Each page shall be totaled and the grand total shall be given.
 - 12.3 The rate quoted shall be firm and shall include all costs, allowances, taxes, levies during the currency of contract including authorized extension, if any, but excluding GST, which shall be mentioned in the bills/invoices separately, as applicable.
 - 12.4 The SBI reserve their rights to accept any tenders, either in whole or in part or may entrust the work in phases or may drop the part scope of work at any stage of the project within its sole discretion without assigning any reason(s) for doing so and no claim / correspondence shall be entertained in this regard.
 - 12.5 In case, it is decided by the SBI to drop one or more Items from the scope of work at any stage of the project, the Contractor/ Vendor shall not be entitled to raise any claim/compensation for such deleted scope of work. Also, the SBI may consider issuing work order for various branches/offices in phases but within a reasonable time interval and the Contractor/ Vendor shall be bound to execute the same within the stipulated time period and as per rates quoted by them in this tender without any claim for price escalation.

LETTER OF UNDERTAKING (Annexure II)

To,

The Asst. General Manager,
Premises & Estate Department,
State Bank of India,
Local Head Office,
Ground Floor, Sector -17,
Chandigarh

Dear Sir,

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

MEMORANDUM

(a)	Description of work	TENDER FOR ELECTRICAL WORK OF AUDITOR'S ROOM AT LHO BUILDING, SECTOR-17 CHANDIGARH
(b)	Earnest Money	Rs. 1,500/- (Rupees One Thousand Five Hundred only) by means of Demand Draft /Banker Cheque only (Valid for a period of 90 Days from the last date of submission of the tender) from any scheduled Nationalized Bank drawn in favour of SBI Premises & Estate Department, LHO, Chandigarh.
(c)	Time allowed for completion of the Works from Seven day after the date of written Order or date of handing over of the site (Whichever is later) to commence the work	21 days

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

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

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

Yours faithfully,

Signature of Contractors.

GENERAL CONDITIONS OF CONTRACT

1.0 Definitions: -

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

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

1.1.1 “SBI” shall mean State Bank of India (Client) having its Corporate Centre at Madame Cama Road, Nariman Point, Mumbai- 400 021 and its representative Local Head Offices/Administrative Offices/Regional Business Offices/Branches at various places across India and includes the client’s representatives, successors and assigns.

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

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

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

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

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

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 SBI’s Engineer” shall mean The Civil / Electrical Engineer in - charge of the Project.

2.0 CLAUSE

1.0 Total Security Deposit: The Total Security deposit comprise of

- a) Earnest Money Deposit:
- b) Retention Money

a) Earnest Money Deposit:

The tenderer shall furnish EMD in the form of Demand draft or Bankers Cheque drawn in favour of State Bank of India, payable at Chandigarh. No tender shall be considered unless the EMD is so deposited in the required form. No interest shall be paid on this EMD. The EMD of the unsuccessful tenderer shall be refunded soon after the decision to award the contract is taken without interest. The EMD shall stand absolutely forfeited if the tenderer revokes his tender at any time during the period when he is required to keep his tender open acceptance by the SBI or after it is accepted by the SBI the contractor fails to enter into a formal agreement or fails to pay the initial security deposit as stipulated or fails to commence the work within the stipulated time.

b) Retention Money: -

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

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

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

2.0 Language

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

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/ Vendor shall carryout, complete and maintain the said work in every respect strictly accordance with this contract and with the directions of and to the satisfaction of the Bank to be communicated through SBI. The SBI at the direction of the Bank from time to time issue further drawings and / or written instructions, detailed directions and explanations which are hereafter collectively referred to as instructions in regard to the variation or modification of the design, quality or quantity of any work or the addition or omission or substitution work. Any discrepancy in the drawings or between BOQ and / or drawings and / or specifications should be brought to the notice

of SBI immediately. The removal from the site of any material brought thereon by the Contractor/ Vendor and any substitution of any other materials therefore the removal and / or re-executed of any work executed by him. The dismissal from the work of any person engaged thereupon.

5.0 i) Letter of Acceptance:

Within the validity period of the tender the SBI shall issue a letter of acceptance directly by registered post or otherwise depositing at the office of the Contractor/ Vendor as given in the tender to enter into a Contract for the execution of the work as per the terms of the tender. The letter of acceptance shall constitute a binding contract between the SBI and the Contractor/ Vendor.

ii) Contract Agreement:

On receipt of intimation of the acceptance of tender from the SBI. The successful tenderer shall be bound to implement the contract and within 15 days there of shall sign an agreement in a non- judicial stamp paper of appropriate value.

6.0 Ownership of drawings:

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

7.0 Detailed drawings and instructions:

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

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

7.0 Copies of agreement

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

8.0 Liquidated damages:

If the Contractor/ Vendor fails to maintain the required progress in terms of relevant clause under General Conditions of Contract (GCC) or to complete the work and clear the site including vacating their office on or before the contracted or extended date or completion, without justification in support of the cause of delay, he may be called upon without prejudice to any other right of remedy available under the law to the SBI on account of such breach to pay a liquidated damage at the rate of 0.50% of the contract value subject to a maximum of 5% of the contract value.

9.0 Materials, Appliances and Employees

Unless or otherwise specified the Contractor/ Vendor shall provide and pay for all materials, labour, water, power, tools, equipment transportation and any other facilities that are required for the satisfactory execution and completion of the work. Unless or otherwise specified all materials shall be new and both workmanship and materials shall be best quality. The Contractor/ Vendor shall at all times enforce strict discipline

and good order among his employees and shall not employ on the work any unfit person or anyone not skilled in the work assigned to him. Workman whose work or behavior is found to be unsatisfactory by the SBI he shall be removed from the site immediately.

10.0 Permits, Laws and Regulations:

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

11.0 Setting out Work:

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

12.0 Protection of works and property:

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

He shall take adequate care and steps for protection of the adjacent properties. The Contractor/ Vendor shall take all precautions for safety and protections of his employees on the works and shall comply with all applicable provisions of Govt. and local bodies' safety laws and building codes to prevent accidents, or injuries to persons or property on about or adjacent to his place of work. The Contractor/ Vendor shall take insurance covers as per clause at his own cost. The policy may be taken in joint names of the Contractor/ Vendor and the SBI and the original policy may be lodged with the SBI.

13.0 Inspection of work:

The SBI or their representatives shall at all reasonable times have free access to the work site and / or to the workshop, factories, or other places where materials are lying or from where they are obtained and the Contractor/ Vendor shall give every facility to the SBI and their representatives necessary for inspection and examination and test of the materials and workmanship. No person unless authorized by the SBI except the representative of Public authorities shall be allowed on the work at any time. The proposed work either during its construction stage or its completion can also be inspected by the Chief Technical Examiner's Organization a wing of Central Vigilance commission.

14.0 Assignment and subletting

The whole of work included in the contract shall be executed the Contractor/ Vendor and

he shall not directly entrust and engage or indirectly transfer, assign or underlet the contract or any part or share thereof or interest therein without the written consent of the SBI and no undertaking shall relieve the Contractor/ Vendor from the responsibility of the Contractor/ Vendor from active & superintendence of the work during its progress.

15.0 Quality of materials, workmanship & Test

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

ii) Samples

All samples of adequate numbers, size, shades & pattern as per specifications shall be supplied by the Contractor/ Vendor without any extra charges. If certain items proposed to be used are of such nature that samples cannot be presented or prepared at the site detailed literature / test certificate of the same shall be provided to the satisfaction of the SBI. Before submitting the sample / literature the Contractor/ Vendor shall satisfy himself that the material / equipment for which he is submitting the sample / literature meet with the requirement of tender specifications. Only when the samples are approved in writing by SBI the Contractor/ Vendor shall proceed with the procurement and installation of the particular material / equipment. The approved samples shall be signed by SBI for identification and shall be kept on record at site office until the completion of the work for inspection / comparison at any time. SBI shall take reasonable time to approve the sample. Any delay that might occur in approving the samples for reasons of its not meeting the specifications or other discrepancies inadequacy in furnishing samples of best qualities from various manufacturers and such other aspects causing delay on the approval of the materials / equipment etc. shall be to the account of the Contractor/ Vendor.

iii) Cost of tests

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

16.0 Obtaining information related to execution of work

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

17.0 Contractor/ Vendor's superintendence

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

18.0 Quantities

The bill of quantities (BOQ) unless or otherwise stated shall be deemed to have been prepared in accordance with the Indian Standard Method of Measurements and

quantities. The rate quoted shall remain valid for variation of quantity against individual item to any extent.

19.0 Works to be measured

SBI may from time to time intimate to the Contractor/ Vendor that the work is required to be measured and the Contractor/ Vendor shall forthwith attend or send a qualified representative to assist the SBI in taking such measurements and calculation and to furnish all particulars or to give all assistance required by any of them. Such measurements shall be taken in accordance with the Mode of measurements detail in the specifications. The representative of SBI shall take measurements with the Contractor/ Vendor's representative and the measurements shall be entered in the measurement book. The Contractor/ Vendor or his authorized representative shall sign all the pages of the measurement book in which the measurements have been recorded in token of his acceptance. All the corrections shall be duly attested by both representatives. No over writings shall be made in the Measurement book should the Contractor/ Vendor not attend or neglect or omit to depute his representative to take measurements the measurements recorded by the representative of the SBI shall be final. All authorized extra work, omissions and all variations made shall be included such measurement.

20.0 Variations

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

21.0 Valuation of Variations

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

- a) (i) The net rates or prices in the contract shall determine the valuation of the extra work where such extra work is of similar character and executed under similar conditions as the work priced herein.
(ii) Rates for all items, wherever possible should be derived out of the rates given in the priced BOQ.
- b) The net prices of the original tender shall determine the value of the items omitted, provided if omissions do not vary the conditions under which any remaining items of Works are carried out, otherwise the prices for the same shall be valued under sub Clause 'c' hereunder.
- c) Where the extra works are not of similar character and/or executed under similar conditions as aforesaid or where the omissions vary the conditions under which any

remaining items or works are carried out, then the Contractor/ Vendor shall within 7 days of the receipt of the letter of acceptance inform the SBI of the rate which he intends to charge for such items of work, duly supported by analysis of the rate or rates claimed and the SBI shall fix such rate or prices as in the circumstances in its opinion are reasonable and proper, based on the market rate.

- d) Where extra work cannot be properly measured or valued the Contractor/ Vendor shall be allowed day work prices at the net rates stated in the tender, of the BOQ or, if not, so stated then in accordance with the local day work rates and wages for the district; provided that in either case, vouchers specifying the daily time (and if required by the SBI) the workman's name and materials employed be delivered for verifications to the Architect /consultant at or before the end of the week following that in which the work has been executed.
- e) It is further clarified that for all such authorized extra items where rates cannot be derived from the tender, the Contractor/ Vendor shall submit rates duly supported by rate analysis worked on the 'market rate basis for material, labour hire / running charges of equipment and wastages etc. plus 15% towards establishment charges, Contractor/ Vendor's overheads and profit. Such items shall, not be eligible for escalation.

22.0 Final measurement

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

23.0 Virtual Completion Certificate (VCC)

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

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

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

24.0 Commencement of Works:

The date of commencement of the work will be reckoned as the date of execution of agreement with SBI or possession of site whichever is later.

25.0 Time for completion

Time is essence of the contract and shall be strictly observed by the Contractor/ Vendor. The entire work shall be completed within a period of 21 Day of Commencement from date of Allotment. If, the work be delayed for reasons beyond the control of the Contractor/ Vendor, the Contractor/ Vendor may submit a recommendation to the SBI to grant a fair and reasonable extension of time for completion of work as per the terms of contract. If the Contractor/ Vendor needs an

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

27.0 Rate of progress

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

28.0 Work during nights and holidays

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

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

29.0 No compensation or restrictions of work

If at any time after acceptance of the tender, SBI shall decide to abandon or reduce the scope of work for any reason whatsoever and hence not required the whole or any part of the work to be carried out. SBI shall give notice in writing to that effect to the Contractor/ Vendor and the Contractor/ Vendor shall act accordingly in the matter. The Contractor/ Vendor shall have no claim to any payment of compensation or otherwise whatsoever on account of any profit or advantage which he might have derived from the execution of the Work fully but which he did not derive in consequence of the foreclosure of the whole or part of the work.

Provided that the Vendor shall be paid the charges on the cartage of only materials actually and bona-fide brought to the site of the work by the Contractor/ Vendor and

rendered surplus as a result of the abandonment, curtailment of the work or any portion thereof and then taken back by the Vendor, provided however that the SBI shall have in such cases the option of taking over all or any such materials at their purchase price or a local current rate whichever is less.

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

30.0 Suspension of work

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

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

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

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

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

31.0 Action when the whole security deposit is forfeited

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

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

would have been paid to the original Contractor/ Vendor, if the whole work had been executed by him (The amount of which excess the certificates in writing of the SBI shall final and conclusive) shall be borne by original Contractor/ Vendor and may be deducted if any money due to him by SBI under the contract or otherwise, or from his security deposit or the proceeds of sale thereof, or sufficient part thereof.

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

32.0 Owner's right to terminate the contract

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

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

Or shall assign or sublet this contract without the consent in writing of the SBI or shall charge or encumber this contract or any payment due to which may become due to the Contractor/ Vendor 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 SBI written notice to proceed, or
- c) *has failed to proceed with the works with such diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or has failed to remove the materials from the site or to pull down and replace work within seven days after written notice from the SBI that the said materials were condemned and rejected by the SBI under these conditions; or has neglected or failed persistently to observe and perform all or any of the acts matters or things by this contract to be observed and performed by the contactor for seven days after written notice shall have been given to the Contractor/ Vendor to observe or perform the same or has to the detriment of good workmanship or in defiance of the SBI to the contrary subject any part of the contract.*

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

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

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

33.0 Certificate of payment

The contractor shall be entitled under the certificates to be issued by the SBI/ Architect/Consultant to the contractor within 10 working days from the date of certificate to the payment from SBI from time to time. The payments will be released based on the work done and 1st running payment will be released only after more than 50% of the works is complete as per the certificate issued by the SBI/ Architect/Consultant. 2nd and Final payment will be released only after completion of work In any case, no more than 3 running payments will be made.

The SBI shall recover the statutory recoveries and other dues including the retention amount from the final certificate of payment.

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

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

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

The SBI can modify the certificate of payment as issued by the SBI/Architect/Consultant from time to time while making the payment. The contractor shall submit bills only after taking actual measurements and properly recorded in the Measurement book / sheets. The contractor shall not submit interim bills when the approximate value of work done by him is less than 50% of contract value and the minimum interval between two such bills shall be seven days.

The final bill may be submitted by contractor within a period of 30 days from the date of virtual completion and SBI/Architect/Consultant shall issue the certificate of payment within a period of one month. The SBI shall pay the amount within a period of 7 days from the date of issue of final certificate.

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

34.0 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 Regional Manager and endorse a copy of the same to the Architect, within 30 days from the date of disallowance thereof or the date of deduction or recovery. The said notice shall give full particulars of the claim, grounds on which it is based and detailed calculations of the amount claimed and the contractor shall not be entitled to raise any claim nor shall the Bank be in any way liable in respect of any claim by the contractor unless notice of such claim shall have been given by the contractor to the Regional Manager 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 Regional Manager in writing in the manner and within the time aforesaid.

B. Settlement of Disputes and Arbitration

The DGM (B&O) 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 DGM (B&O) Submit his claims to the conciliating authority.

- i) 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 DGM (B&O) of the SBI 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.

- ii) Except where the decision has become final, binding and conclusive in terms of the contract, all disputes or differences arising out of the notified claims of the contractor as aforesaid and all claims of the SBI shall be referred for adjudication through arbitration by the Sole Arbitrator appointed by the DGM (B&O). It will also be no objection to any such appointment that the Arbitrator so appointed is a SBI Officer and that he had to deal with the matters to which the Contract relates in the course of his duties as SBI. 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 DGM (B&O) of the SBI. Such person shall be entitled to proceed with the reference from the stage at which it was let by his predecessor. It is a term of this contract that the party invoking arbitration shall give a list of disputes with amounts claimed in respect of each dispute along with the notice for appointment of arbitrator.

It is also a term of this contract that no person other than a person appointed by such

Chief General Manager as aforesaid should act as arbitrator.

The conciliation and arbitration shall be conducted in accordance with the provisions of the Arbitration & Conciliation Act 1996 or any or any accordance modification or reenactment thereof and the rules made there under.

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

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

35.0 Method of measurement

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

36.0 Maintenance of registers

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

Register for secured advance

- I) Register for hindrance to work
- II) Register for running account bill
- III) Register for labour

37.0 Force Majeure

37.1 Neither Contractor/ Vendor nor SBI shall be considered in default in performance of the obligations if such performance is prevented or delayed by events such as but not war, hostilities revolution, riots, civil commotion, strikes, lockout, conflagrations, epidemics, accidents, fire, storms, floods, droughts, earthquakes or ordinances or any act of or for any other cause beyond the reasonable control of the party affected or prevents or delayed. However, a notice is required to be given within 30 days from the happening of the event with complete details, to the other party to the contract.

37.2 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.

37.3 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.

37.4 Should one or both parties be prevented from fulfilling the contractual obligations by state of force majeure lasting to a period of 6 months or more the two parties, shall mutually decide regarding the future execution of this agreement.

38.0 Local laws, Acts Regulations:

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

39.0 Accidents

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

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

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

judicial person, has a controlling interest or who exercises control through other means.

Explanation-

- a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five percent of shares or capital or profits of the company;
- b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more judicial person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
3. In case of an unincorporated association or body of Individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more judicial person, has ownership of or entitlement to more than fifteen percent of the property or the capital or profits of such association or body of individuals;
4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- V. An Agent is a person to do any act for another, or to represent another in dealings with third person.
- VI. The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

All bidders need to submit a declaration-cum-certificate (along with evidence) in this regard as per "Annexure IV". Failure to submit such valid declaration-cum-Certificate will make the bid liable for rejection."

ANNEXURE “IV”

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

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

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

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

I/We hereby certify that we fulfill all requirements in this regard and is eligible to be considered. (Signature of Authorised Signatory along with Seal)

Name of authorised signatory:

Designation of Authorised signatory:

List of Evidences enclosed:

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

Date:

Place

:

SPECIAL CONDITION OF CONTRACT

1. The Technical Bid should contain the following: -

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

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

2. Taxes, duties, levies etc.:

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

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

4. Acceptance of tender

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

5. Dimensions and levels

All dimensions and levels shown on the drawings shall be verified by the contractor and the site and he will be held responsible for the accuracy and maintenance of. All the dimensions and the levels. Figured dimensions are in all cases to be accepted and dimension shall be scaled. Large scale details shall take precedence over small scale drawings. In case of discrepancy the contractor shall ask for clarification from the Architect / consultant before proceeding with the work.

6. Notice of operation
The contractor shall not carry out any important operation without the Consent in with from the Architect / consultant:
7. Construction records
The contractor shall keep and provide to the Architect / consultant full and accurate records of the dimensions and positions of all new work and any other information necessary to prepare complete drawings recording details of the work as construction.
8. Safety of adjacent structures and trees
The contractor shall provide and erect to the approval of the Architect / consultant supports as may be required to protect effectively all structures and protective give to trees, which may be endangered by the execution of the works or otherwise such permanent measures as may be required by the Architect to protect the tree structures.
9. Temporary works
Before any temporary works are commenced the contractor shall submit at least in advance to the architect / consultant for approval complete drawings of all temporary works he may require for the execution of the works. The contractor shall carry out the modifications relating to strength, if required by the architect / consultant may require in accordance with the conditions of contract at his own cost the contractor shall be solely responsible for the stability and safety of all temporary works and unfinished works and for the quality of the permanent works resulting from the arrangement eventually adopted for their execution.
10. Water power and other facilities
 - a) The rate quoted by the contractor shall include all expenses that are required for providing all the water required for the work and the contractor shall make his own arrangements for the supply of good quality water suitable for the construction and good quality drinking water for their workers If necessary the contractor has to sink a tube well / open well and bring water by means of tankers at his own cost for the purpose The STATE BANK OF INDIA will not be liable to pay any charges in connection with the above
 - b) The rate quoted in the tender shall include the expenses for obtaining and maintaining power connections and shall pay for the consumption charges
 - c) The contractors for other trades directly appointed by the STATE BANK OF INDIA shall be entitled to take power and water connections from the temporary water and power supply obtained by the contractor However, the concerned contractor shall make their own arrangements to draw the supply and pay directly the actual consumption charges at mutually agreed rates between them. All municipal charges for drainage and water connection for Construction purposes shall be borne by the contactor and charges payable for permanent connections, if any, shall be initially paid by the contactor and the SBI will reimburse the amount on production of receipts
 - d) The SBI as well as the Architect / consultant shall give all possible assistance to the Contractor's to obtain the requisite Permission from the various authorities, but the responsibility for obtaining the same in time shall be of the contractor.

11. Facilities for contractor's employees

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

12. Lighting of works

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

13. Firefighting arrangements

i) The contractor shall provide suitable arrangement for firefighting at his own cost. This purpose he shall provide requisite number of fire extinguishers and adequate number of buckets, some of which are to be always kept filled with sand and some with water this equipment shall be provided at suitable prominent and easily accessible place and shall be properly maintained.

ii) Any deficiency in the fire safety or unsafe conditions shall be corrected by the contractor at his own cost and, to the approval of the relevant authorities. The contractor makes the following arrangements at his own cost but not limited the following:

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

14. Site order book

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

15. Temporary fencing/ barricading

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

16. Site meetings

Site meetings will be held to review the progress and quality evaluation. The contractor shall depute a senior representative along with the site representative and other staff of

approved sub- contractors and suppliers as required to the site meetings and ensure all follow up actions. Any additional review meetings shall be held if required by the architect/ consultant. -

17. Disposal of refuse

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

18. Contractor to verify site measurement

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

19. Displaying the name of the work

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

20. As built drawings

- i) For the drawings issued to the contractor by the Architect / Consultant. The architect Consultant will issue two sets of drawings to the Contractor for the items for some changes have been made. From the approved drawings as instructed by the STATE BANK OF INDIA / Architect / Consultant. The contractor will make the changes made on these copies and return these copies to the architect / Consultant for their approval. In cases revision is required or the corrections are not properly marked the architect / Consultant will point out the discrepancies to the contractor. The contractor will have to incorporated these corrections and / or attend to discrepancies either on copies as directed by the architect / consultant and resubmit to him for approval. The architect / consultant will return one copy duly approved by him.
- ii) For the drawings prepared by the contractor

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

21. Approved make

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

22. 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 STATE BANK OF INDIA shall not be required to pay any additional or extra amount on this account. Variation of taxes, duties, fees, levies etc. if any, till completion of work shall be deemed to be included in the quoted rates and no extra amount on this account. Variation of taxes, duties, fees, levies etc. if any, till completion of work shall be deemed to be included in the quoted rates and no extra claim on this account will in any case be entertained. If a new tax or duty or levy or cess or royalty or octroi is imposed under as statutory law during the currency of contract the same shall be borne by the contractor.

23. Photographs:

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

DRAFT FORMAT OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT

FOR STATE BANK OF INDIA ”

- (Site specific format shall be approved by the SBI prior to its execution)
- (To be submitted on Non-judicial stamp paper of appropriate value purchased in the name of the issuing bank)
- B.G. No. _____ Value Rs. _____
- Date:
- To
- The
- State Bank of India,
-
-
- Dear Sir,
- Bank Guarantee of Rs _____ towards Security Deposit for _____ work at - _____
- WHEREAS (Name and address of contractor/ vendor) (hereinafter called the Contractor) have entered into contract (for _____ work at _____)
- for State Bank of India, situated at _____) with SBI as mentioned vide letter no..... datedand the correspondence and tender relating thereto which is hereinafter referred to as “the said contract” the Contractor has now agreed to produce a Bank Guarantee amounting to 3% of the annual contract to SBI for performing their part of the contract obligations.
- AND WHEREAS in terms of said contract, the contractor is required to furnish to SBI a Guarantee of a Scheduled Commercial Bank for a value of Rs..... to be valid upto (date).
- AND WHEREAS (Name of Bank and its branch) having their office at (address) the Guarantor, at the request of the contractor hereby furnishes a Performance Bank guarantee in favour of SBI and Guarantees in the manner hereinafter appearing. In consideration of the premise, we (name of Bank and its branch) having our office at (address) here after called the “Guarantor” (which expression shall include it successors and assigns) hereby expressly, irrevocably & unreservedly undertaken and guarantee under that if the Contractor fails to execute the work according to his obligations under the said contract, then notwithstanding any dispute between SBI and the contractor, the Guarantor shall, on demand without demur and without reference to the contractor pay to SBI immediately any sum claimed by SBI under the said contract up to a maximum amount of Rs. _____ (Rupees only).
- In case the amount demanded by SBI is not paid within 48 hours of receipt of demand, the Guarantor agrees to pay the aforesaid amount of Rs...../- (Rupees only).
- Such payment shall be notwithstanding any right the contractor may have directly against SBI or any disputes raised by the Contractor with SBI or any suits or proceedings pending in any competent court or before any arbitrator. SBI’s written demand shall be conclusive evidence to the Guarantor that such payment is payable

under the terms of the Contract and shall be binding in all respect on the guarantor.

- The Guarantor shall not be discharged or released from the undertaking and Guarantee, by any arrangement, variations made between SBI and the Contractor and or indulgence shown to the contractor by SBI, with or without the consent and knowledge of the guarantor or by alterations in the obligations of the contractor by any forbearance, whether as to payment, time performance or otherwise.
- This guarantee shall remain valid until or as may be caused to be extended by the contractor or until discharged by SBI in writing whichever is earlier.
- This guarantee shall be a continuing guarantee and shall not be revocable during its currency except with the previous written consent of SBI
- This guarantee shall not be affected by any change in the constitution of the contractor, by absorption with any other body or corporation or dissolution or otherwise and this guarantee will be available to or enforceable against such body or corporation.
- In order to give effect to this guarantee SBI will be entitled to act as if the Guarantor were the Principal debtor and the Guarantor hereby waives all and any of its rights or surety ship.
- This guarantee shall continue to be in force notwithstanding the discharge of the contractor by operation of law and shall cease only on payment of the full amount by the Guarantor to SBI of the amount hereby secured.
- This guarantee shall be in addition to and not in substitution for any other guarantee or security for the contractor given or to be given to SBI in respect of the said contract.
- Any notice by way of request and demand or otherwise here under may be sent by post or any other mode or communication to the guarantor addressed as aforesaid and if sent by post it shall be deemed to have been given at the time when it would be delivered in due course of post and in providing such notice when given by post it shall be sufficient to prove that the envelope containing the notice was posted and a certificate signed by an officer of SBI that the envelope was so posted shall be conclusive.
- These presents shall be governed by and constructed in accordance with Indian Law.
- Notwithstanding anything contained herein before the liability of the guarantor under this guarantee is restricted to a sum of Rs. _____.
- This guarantee will remain valid upto _____ unless a demand or claim under this guarantee is made in writing against us within three months from that date, i.e. on or before - -----, the guarantor shall be discharged from all liability under the guarantee thereafter.
- We have power to issue this guarantee in your favour under the Memorandum and Articles of Association of our bank and the undersigned has been duly authorised by the bank (bank issuing the Bank Guarantee) to execute this Guarantee Deed.
- Dated the
- SIGNED AND DELIVERED For & on behalf of (the above-named bank)
For & on behalf of (Bankers Name & Seal)
- (Signature/s with designation/s of signatories)
- (Banker's seal)

FORM OF AGREEMENT

ARTICLES of AGREEMENT made this _____ day of _____ year 2021 between the STATE BANK OF INDIA having its _____
(Hereinafter referred to as the “Employer/Owner” which expression shall, unless excluded by or repugnant to the context, includes its successors and assigns) of the ONE PART and _____ of _____ (Hereinafter referred to as “Contractor” unless excluded by or repugnant to the context, includes its successors and assigns) of the OTHER PART.

WHEREAS the Employer intends to carry out _____
_____) **as stated in Notice Inviting Tender (NIT)**, herein referred to as “Project”.

AND WHEREAS the Employer in order to effectively carry out the said works prepared plans, drawings and specifications describing the works to be executed by the contractor (as applicable) for the project, opened tenders received, scrutinized and issued a work order to the contractor.

AND WHEREAS for the purpose of the said project, the Employer invited sealed tenders from experienced, resourceful and confide contractors vide his Notice Inviting Tender (No. _____ dated. _____).

WHEREAS the contractor submitted his Tender along with the Tender Documents containing General Notes, General Conditions of the Contract and Schedule of Quantities etc. for the works, prepared by the Engineer (Hereinafter collectively referred to as the “said conditions”), duly signed on each page as a token of his acceptance of the same, along with Earnest Money Deposit

AND WHEREAS out of the Tenders received, the Tender of the contractor was found to be most suitable for the project.

AND WHEREAS the Employer has accordingly issued the work order (No. _____ dt. _____) to the contractor subject to his furnishing the requisite Security Deposit (Copy enclosed Vide Annexure-V).

AND WHEREAS the Contractor has accepted the aforesaid Work Order vide his letter of acceptance No. _____ dt. _____ (Copy enclosed Vide Annexure-V) and has also deposited requisite Performance Security/Guarantee.

AND WHEREAS the Employer has caused the plans, drawings, specifications, schedule of quantities etc. relating to the project at the work site at _____ to be issued to the Contractor.

NOW, therefore, it is hereby agreed to and between the parties as follows:

1. Contract documents

The following documents shall constitute the Contract Documents.

- i. This Article of Agreement.
- ii. Tender submitted by the Contractor included the N.I.T and Tender Documents (Vide Annexure-I).
- iii. All correspondence between the Bank and the Contractor from the date of issue of N.I.T and the date of issue of work order.
- iv. Work order No. _____ dt. _____ (Vide Annexure-II).

2. In consideration of the payments to be made to the Contractor as hereinafter provided the Contractor shall upon and subject to the said conditions, execute and complete the contracted works shown upon the said drawings etc. and such further detailed drawings as may be furnished to the contractor by the said Owner/Employer and described in the said Specifications and the said Schedule of Quantities.
3. Notwithstanding what are stated in the N.I.T conditions of Tendering, Conditions of Contract of herein before stated by the Employer reserves itself the right of altering the drawings and the nature of the work and addition to or omitting any items of work or of having portions of the same carried out departmentally or otherwise and such alterations or variations shall be carried out without prejudice to this contract.
4. As mentioned in Article 1 above, the said conditions shall be read and be treated as forming part of this agreement and parties hereto will respectively be bound thereby and to abide by and submit themselves to the conditions and stipulations and perform the same on their parts to be respectively observed and preferred.
5. Any dispute arising under this agreement shall be referred to the Arbitration in a manner specified in the General Conditions of the Contract and all legal disputes shall be limited within the territorial jurisdiction of _____ thereto. The decision of the arbitrator shall be final and binding on both the parties.

IN WITNESS WHEREOF THE PARTIES to their presents have hereunder set and subscribed their hands, the day, month and year first above written.

Signed and delivered for and on behalf of
 State Bank of Patiala
 Shri. _____
 Its duly authorised official

In the presence of –

1. (Name and Address)

2. (Name and Address)

Signed and delivered for and on behalf of
 The Contractor: _____ by
 Shri _____ his

Duly authorised official
 In the presence of –

1. (Name and Address)

2. (Name and Address)

MAINTENANCE OF RECORDS

Register/record (s) to be maintained by the Contractor at site office.

1. Measurement Books
2. Cement Register (Daily Record)
3. Steel Register
4. Drawings register
5. Hindrance Register
6. Test Register
7. Site Order Book (in triplicate)
8. Daily Progress Register
9. Any other records as required by the Bank for proper execution & monitoring of work.

Formats to be followed

FORMAT OF SITE ORDER BOOK

Name of the work:.....

Date of Commencement:.....

Sr. No	Remarks/ Instructions of the site Engineer/ Architect	Dated Initials of site Engineer/ Architect	Initials of the Contractor for having received the instructions	Action taken with date	Dated initials of the site Engineer	Remarks of the Architects PMC/C.C. Officials
1	2	3	4	5	6	7

Daily Progress Report- Works history

Weather: _____

Date: _____

1. Labour Engaged
 - i. Masons
 - ii. Carpenter
 - iii. Plumber
 - iv. Bar binder
 - v. Bhisti
 - vi. Painter
 - vii. Mazdoor Male: Female:
 - viii. Others Engineer: Supervisor:
-

2. Machinery/Equipment's at site
 - i. Truck
 - ii. Tractor/trolley
 - iii. Concrete mixer
 - iv. Vibrator
 - v. Concrete Lift
 - vi. Others
-

3. Material brought
 - i.
 - ii.
 - iii.
 - iv.
-

4. Material rejected, if any.
-

5. Works in progress
 - i.
 - ii.
 - iii.
 - iv.
-

6. Important Stage passed:

7. Remarks of inspecting Officer/Site Engineer(Bank):

Site Engineer (Architect)

Site Engineer (Contractor)

PROFORMA FOR HINDRANCE TO WORK

Name of Work :

Date of Start of work :

Name of Contractor:

Period of Completion :

Agreement No. :

Dt. of Completion of work:

S.No.	Nature of Hindrance	Date of Occurrence of Hindrance	Date of which Hindrance was removed	Period of which Hindrance existed	Signature of Site Engineer	Signature of Bank / Architects Representative
1	2	3	4	5	6	7

PROFORMA FOR RUNNING A/C BILL

- i. Name of Contractor / Agency :
 ii. Name of Work :
 iii. Sl.No. of this Bill :
 iv. No. & Date of previous Bill :
 v. Reference to Agreement No. :
 vi. Date of Written order to commence :
 vii. Date of Completion as per Agreement :

S.No.	Item Description	Unit	Rate (Rs.)	As per Tender	
				Quantity	Amount (Rs.)
1	2	3	4	5	

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

Note: 1. If part rate is allowed for any items, it should be indicated with reasons for allowing such a rate.

 Net Value since previous bill

2. If ad-hoc payment is made, it should be mentioned specifically.

CERTIFICATE

The measurements on the basis of which the above entries for the Running Bill No. ----- were made have been taken jointly on -----

---- and are recorded at pages ----- to ----- of measurement book No. -----
-----.

Signature and date of
Contractor

Signature and date of
Architects
Representative (Seal)

Signature and date of
Site Engineer

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

Architect

Signature and date of Site Engineer

MEMORANDUM FOR PAYMENT

R/A BILL NO.

1.	Total value of work done since previous bill (A)	Rs. -----	
2.	Total amount of secured advance due since Previous Bill (B)	Rs. -----	
3.	Total amount due since Previous Bill (C) (A+B)	Rs. -----	
4.	PVA on account of declaration in price of Steel, Cement and other materials and labour as detailed in separate statements enclosed.	Rs. -----	
5.	Total amount due to the Contractor	Rs. -----	
<u>OBJECTIONS:</u>			
i)	Secured Advance paid in the previous	Rs. -----	R/A
ii)	Retention money on value of works as date amount Rs.	Rs. -----	per accepted tenders upto
	Less already recovered	Rs. -----	
	Balance to be recovered	Rs. -----	
iii)	Mobilization Advance, if any		
(a)	Outstanding amount (principal + interest) as on date	Rs. -----	
(b)	To be recovered in this bill	Rs. -----	
iii.	Any other Departmental materials cost to be recovered as per contract, if any	Rs. -----	
iv.	Any other Departmental service charges to be recovered if any, as per contract (water, power etc.) enclose statement.	Rs. -----	
	Total Deduction as per contract (F)	Rs. -----	
Adjustments, if any ----- Rs. ----- Amount less received by Contractor in ----- R/A Bill (as per statement of Contractor)			
	P.V.A.	Rs. -----	

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.

TECHNICAL SPECIFICATION (ELECTRICAL LT & ALLIED SERVICES)

Complete Installation will be done complying with the requirements of the followings:

- a) Indian Electricity Act, 1910
- b) Indian Electricity Rules (1956) amended up to date.
- c) Code of practice for Electrical wiring installations (system voltage not exceeding 650v) IS 732-1963 Revised
- d) Code of practice for Electrical wiring installations (system voltage exceeding 650v) IS 2274-1963.
- e) Rules and Regulations, Regional Council of Fire Insurance Association of India for Electrical wiring

RULES AND REGULATION

➤ ISI SPECIFICATIONS

I.S	I.S. TITLE	MATERIAL EQUIPMENT'S
69	PVC Insulated Cables	PVC Cables
12	Switch socket outlet	5A/15A/Switch sockets.
30	Code of practice for earthing.	Earthing
36	Interior illumination	Luminaries/Fittings.
52	Guide for safety of installation	Procedure & practices.
12	Electrical Indicating	Instrument.
15	Ballast for fluorescent Luminaries.	Tubes.
16	P.V.C. conduit	
26	Code of practice for electrical wiring installation	Wiring
37	Ceiling Roses	Luminaries
15	Metal clad switches.	
22	Electric call bells/Buzzers	Call bells.
37	Fans & Regulators	Fans

EARTHING:

- 16 SWG bare copper conductor or 1.5 sq.mm. PVC insulated (1.1KV) grade Cu. wire shall be provided as earthing for all light fittings from local control box to individual fittings through the conduits and junction boxes.
- 14 SWG bare copper conductor or 1.5 sq.mm. PVC insulated (1.1KV) grade Cu. wire shall be provided as earthing for socket outlets of 5/15A/20A.
- The flexible metallic tubing is not a reliable earth continuity conductor and hence will not be used for earthing.

POINT WIRING:

- Point wiring shall be in PVC conduits (heavy gauge) as mentioned in Bill of Quantity. It shall be on surface in case of false ceiling and false wall, and concealed in absence of false walls, false ceilings.
- The wiring throughout the installations shall be such that there is no break in the neutral wire, in the form of a Switch or Fuse Unit.
- All runs of wiring and the exact positions of all points shall be according to the layout or the specifications given by the Consultant and in the absence of same, the Contractor shall mark the same on the plan and approve it from the Consultant/ Site Engineer before actual commencement of work.
- In any system of wiring no bare or twist joints shall be made at intermediate points in the run of cables unless the length of Final sub-circuit, sub-main or main is more than the length of standard coil as given by the manufacturer of the cable. If any jointing becomes unavoidable such joint shall be made through proper cut-outs or through proper junction boxes open to easy inspections.
- Where 4 wire 3 phase wiring is done the neutral shall be in one color and the other three wires in another colour.(R,Y,B).
- **DEFINITION:-** Wiring from local switch board through control switches shall be considered as one point. Wiring from the first fitting to the next fitting in the same circuit shall be considered as half point, or as group of two /three / four / five/ six etc.
- The number of points shall generally be measured as under
- From individual control switch to first light/fan fitting shall be one point subsequent fitting in the same circuit shall be considered as given above & Bill Of Quantity.
- If a socket outlet is tapped from the same lighting circuit it shall be treated as half point.
- If a separate circuit is used for a socket outlet it will be considered as one point.

Each point wiring shall comprise the following :

- Supply and installation of 20/25 mm PVC with accessories such as bends, inspection tees, elbows, two ways, 3 ways, 4 ways, junction box etc.
- Supply and pulling of wires from the local board to single various points.
- Supply and fixing of control switch boards, switches, socket outlets, lamp holders etc. for individual points.
- Supply and Installation of multiway enclosed PVC junction boxes and 3 way/10 Amps. terminal blocks for light and fan fitting.
- Supply and fitting/fixing of hardware such as clamps, saddles, screws, bolts, nuts, frame work as required
- Supply, laying and termination of earthing conductors for socket outlets, fittings and installations etc

.WIRES & CABLES:-

- Colour Identification of Cores of Non-flexible cables and Bare Conductors for Fixed Wiring.
- All the conductors of the wires shall be of copper unless/otherwise mentioned.Single core armoured cables shall not be used anywhere.

- 1.5 sq. mm. (3/0.8 mm) P.V.C. insulated wires 1.1 KV grade shall be used upto maximum load current of 3A Amps.
- 2.5 sq.mm (3/1.04 mm) P.V.C. insulated wires 1.1 KV grade shall be used upto maximum load current of 10 Amps.
- 4 sq.mm (7/0.85 mm) P.V.C. insulated wires 1.1 KV grade shall be used upto maximum load current of 20 Amps.
- Wires and cables of the sizes including and above 4 mm**2 for aluminium and 7/036 SWG for copper will be terminated; copper solder less crimped sockets and copper soldered sockets respectively.
- Looping of conductors and tee-joints in power wiring shall not be employed. Power and heating sub-circuits shall be kept separate and distinct from fan and lighting sub-circuits.

<u>Function</u>	Colour Identification of core of rubber or P.V.C insulated non-flexible cable, or of sleeve or disc to be applied to conductor or cable core.
•Earthing	Green-and-Yellow or Green
Live of A.C. single or three-phase Circuit	
•Phase R of 3-phase A.C Circuit	Red
•Phase Y of 3-phase A.C Circuit.	Yellow.
•Phase B of 3-phase A.C Circuit.	Blue
•Positive of D.C 2-wire Circuit	Red
•Negative of D.C 2-wire Circuit	Black

CONDUIT INSTALLATION:-

- MS / PVC conduit system shall be mechanically and electrically continuous across joints.
- Conduit installation shall be of surface type in case of False ceiling or false walls and shall be of concealed type in absence of false wall or false ceiling.
- In case of false wall/ceiling where sufficient space or false covering is not available the conduits are to be concealed. All conduit pipes shall be confirming to IS: 1653.
- The routing of conduits shall be marked on ceiling, walls or structures in accordance with the drawings; as per layout approved by the Consultant. The installation shall be undertaken after approval of the same by Consultant. Any changes suggested by the Consultant shall be followed by the Contractor.
- All bare threaded portions shall be treated with anticorrosive preservative or covered with approved plastic compound.
- The conduit shall be of 16 gauge or MMS upto 25 mm dia and 14 gauge or HMS above 32 mm dia, reputed and approved make conforming to IS specification.
- Conduits shall be supported on walls, ceiling or structure by means of distance saddles at a spacing not exceeding 1.75 M horizontally and 2.0 meter vertically for conduits of 20 mm size.
- All conduits shall however be supported within a distance of 225 mm at either end of junction boxes, lighting fittings, switches or equipment enclosures. In case of right

angle bends and offsets, conduits shall be supported within 150 mm at either end. The distance saddle shall maintain a minimum clearance of 3 mm. between the conduits and the surface on which conduit is being installed.

- Inspection boxes, elbows or tees shall be used as specified or specifically approved by the Consultant. Solid bends shall be provided as far as possible.
- All conduits installation shall be carried out accurately and neatly. All conduit runs shall be truly horizontally or vertically, threading of conduits shall be done to close tolerance.
- When conduits are to be concealed the conduit pipes shall be firmly tied to the steel reinforcement with steel wires at intervals not greater than 1 meter and on both sides of accessories like junction boxes, beds, coupling etc.
- For concealed conduits uses of Tees, elbows and sharp bends shall be avoided as far as possible and no length of conduit shall have more than two bends from outlet to outlet. (Use 2-way/3- way Junction box if possible).
- All conduit runs shall be thoroughly cleaned of dust, moisture etc. by blowing compressed air or by any other suitable means.

CONDUIT WIRING:-

- Conduit wiring shall generally be carried out with single core P.V.C. insulated wire.
- The conduit installation with Tie wire shall be complete in all respects before the cables are drawn in conduits.
- An approved lubricating compound (such as soap, stone powder, flakes or talc) shall be applied to the insulated wires before they are drawn in conduits. The wire shall be neatly bunched together to prevent twisting or kinks.
- The number of wires run in one conduit shall be such that it permits easy drawing in of wires.
- The wires passing through the conduits shall be of opposite polarity or conductors of opposite polarity should be bunched together.
- The No. of wires to be drawn through conduit shall be as given in the below table.

Conductor of Cable Number and sectorial mm area mm ² of wires	Nominal Cross Dia in mm	SIZE OF CONDUIT (mm)		
		20	25	30
1.0	1/1.12	5	10	14
1.25	3/0.75	5	10	14
1.5	1/1.40	5	10	14
2.0	3/0.925	4	8	12
2.5	1/1.80	5	8	12

CONCEALED CONDUIT WIRING:-

- Concealed point wiring shall be provided through 20/25 mm dia. Conduits concealed 1" to 1.5" deep inside the walls, beams, columns, slabs etc.
- The control boxes and distribution boxes shall be flush type concealed deep in the wall with only operating switch levers emerging out on the wall.
- All the control boards shall be at an height of 1500 mm. from floor level (or refer HT. mentioned in drawings.).

- Chipping and digging walls, beams, columns, slabs etc. for concealing conduits and re-plastering with necessary material to form even surface will be under Contractors scope of work.

INSTALLATION OF CABLES:-

- All the cables shall be conforming to IS 1554, with PVC insulation, PVC sheathed, 1100V grade steel armoured with stranded copper/Aluminum conductors.
- Cable supplied shall be of reputed make having ISI mark.
- No cable joints are allowed, unless it is absolutely essential and will be carried out only after.
- The cable shall be tied with Nylon ties at regular intervals of 1 meter for horizontal length. In case of vertical run cable shall be tied at every 500 mm width with metallic cable ties. At the cable bend ties shall be provided at 150 mm interval from the centre of bending radius to avoid any sharp bends.
- Cable entry and exit of distribution boards shall be done by appropriate glands and lock-nuts.
- All cables shall be terminated with crimped soldered copper lugs of proper sizes.
- Armouring of cables shall be terminated at earthing stud provided on each distribution boards.
- The cable to be laid in the ground shall be laid at 750 mm depth from ground level and sandbed of 75 mm shall be provided. Width of trench will be approved by Corporation/Consultant depending upon no. of cables to be laid. Bricks are to be laid on the cables and then the back filling with screened soil.
- Trench excavation, supply of sand bricks back filling and all associated necessary work and supply of material for same shall form Contractor's scope of work.
- For cables laid in the ground, cable markers are to be provided on the cable route at every bend at every 15 metres for straight run.
- The cables crossing through floors, walls etc. should be through G.I. pipe and sealed with fire barrier material and bushes.
- Where groups of H.V., L.V. control and telephone cables are to be laid along the same route suitable barriers to segregate them physically shall be employed.
- The communication cable shall be at least 300 mm away from power cable.

CABLE TERMINATION:-

- P.V.C. insulated steel armoured 1100 V Grade cables are to be terminated with help of Siemens glands for larger size cables and flange type glands (brass) for 2.5 mm**2 cables. Crimping type copper lugs are to be used for end terminations. All standard practices to be followed and anti corrosive inhibiting flux is to be used. Brass nuts bolts with plain and spring washers are to be used.
- Any accessories other than above such as cable and box, jumpers etc. for cable terminations shall be included in the scope of termination of cables.
- Spliced ends of cable shall be immediately crimped with lugs. Base conductor shall not be left open to atmosphere.
- All the strands of a conductor must be fitted in the lugs and no cutting of strands will be allowed under any circumstances.

- The appropriate size of holes shall be drilled on the cable gland plate so that the gland after lightening is firmly secured with the gland plate. Any additional holes in the gland plate shall be plugged to make it vermin proof.

SOCKET OUTLETS & PLUGS:-

- The socket shall be so wired that the phase or the line is connected to one of the pins through the switch controlling the socket and not directly.
- Three pin socket outlets of 5A shall be earthed with 16 SWG bare copper conductor or 1.5 sq.mm. PVC insulated wire (1.1 KV grade).
- Three pin socket outlets of 15/20A shall be earthed with 14 SWG bare copper conductor or 2.5 sq.mm. pvc insulated wire(1.1 KV grade).
- 20 A socket outlet shall be industrial type (MDS-make) with provision of circuit breaker.
- The isolated socket outlets shall be installed at distance mentioned in layout or as specified by the Consultant. However, the socket outlet shall be installed at a distance not less than 23 cms. from the floor level and shall be away from danger of mechanical injury.
- A socket outlet shall not embody fuse terminals as an integral part of it but the fuse may be embodied in plug.
- Every plug containing a fuse shall be non-reversible and shall be pulled through separate conduit system (not to be mixed with light, fan point etc.)

IMPORTANT POINTS TO BE NOTED

- Rates for Light, Fan, Call Bell, Raw Power Points includes the cost of main wires and PVC pipes from Power/ Lighting Circuit D.B to different switchboards with require circuits.
 - Rates for Computer Power Points include the cost of main wires and PVC pipes from U.P.S D.B to different computer points.
 - The contractor should submit Single Line Diagram of Panel ,switchboards , SLD of Data Rack to different I/O Points with numbering , Telephone points with numbering after execution of the work.
 - Conduits for Raw Power, UPS Power points, LAN points and Telephone points must be different.
 - Contractors must submit Test reports for Earthing.
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GENERAL MATERIAL MAKES

Sr. No	Name of Various Items	Makes
(A)	Electrical Wiring / Cabling/ Earthing	
1	Wires	Finolex / Polycab/ Havells
2	Copper/ Aluminium Power Cables	Havells / Polycab / Finolex
3	Telephone Cables	Delton /Finolex/ Polycab
4	PVC Conduit	ISI Marked
5	MS Conduit	Anchor/North West / ISI Marked
6	GI Pipe	ISI Marked
7	Switches/ Sockets (Modular)	Anchor/Crabtree/North-West/MK
8	Raceways	MK /North-West
9	Data cabling- Cat 6	Lucent/HCL/IBM/AMP/Krone/D- Link/ Molex
10	Information Outlets	Lucent/HCL/IBM/AMP/Krone/D-Link/ Molex/Legrand
11	Jack panel	Lucent/HCL/IBM/AMP/Krone/D-Link/ Molex/Digilink/Legrand
12	Network Switches	3 COM/INTEL/COMPAX/SMC/D-Link/ Lanbit/Digilink/Legrand
(B)	Main Panel/Distribution Board/ Switches etc.	
1	ELCB/RCCB	Hager /Legrand /L&T /Standard /Schneider
2	MCB and Distribution boards, Metal Clad sockets and MCBs	Havells / HPL/Schneider Hager / Legrand /L&T
3	MCCBs	L&T / ABB / GE / Schneider
4	Switch Fuse Unit/ Fuse Switch Unit	L&T / C&S / GE /ABB
5	Rewireable Switches	Havells / Standard/ HPL
6	Change Over Switches	Havells / Standard/ HPL/ C&S
7	Kit Kats	Havells / Standard / GEKO
8	Ammeter/Voltmeter	Automatic Electric / Rishab / Essma
9	Selector Switch	L&T / Kay Cee/ HPL
10	C/Ts	Automatic Electric /Rishab /Essma
11	Led indicators	L&T / C&S
12	Cable Glands	HMI /BBI / Commet
13	Lugs/Ferrules	Esscon / Jainson
14	Capacitors/for PF improvement	Asian/ Epcos

(C)	ELECTRICAL FIXTURES	
1	Light Fittings i. 2` X2` Light Fittings With LED ii. 4` Light Fitting with T 5 Lamps iii Downlighter – LED	Philips/Wipro/Crompton Philips/Wipro/Crompton Philips/Wipro/Crompton
2	Ceiling Fans/ Wall Fans i. General Purpose ii. Energy Efficient Ceiling Fans	Crompton/Usha/Bajaj

NOTE:

- 1 The contractor should obtain prior approval from Employer / Consultants before placing order for any specific materials. Employer may / delete any of the makes or brands out of the above list.
2. All materials should conform to relevant standards and codes of BIS.
3. Materials with I.S.I. mark shall be used duly approved by the SBI Engineer / Architect. Note: - If any material is found to be not up to the mark, the contractor will have to produce original bills/certificate from the manufacturer or his authorized Distributor for authenticity and genuineness of the material for consideration and as per make approved by the SBI. The same will not be considered for payment.

Signature & Seal of the Contractor