

STATE BANK OF INDIA**INVITES ONLINE E-TENDER
FOLLOWED BY REVERSE AUCTION
FOR****PROPOSED AIR CONDITIONING WORK OF
SBI UMARPADA BRANCH (11042), SAO - 3, SURAT.****FROM****THE AIR CONDITIONING CONTRACTORS EMPANELLED FOR AHMEDABAD CIRCLE UNDER THE
CATEGORY OF WORKS UP TO 05 LAKHS TO 100 LAKHS (AS PER THE LIST ENCLOSED)****THE LAST DATE OF SUBMISSION OF ONLINE TENDERS:****21.12.2023 UP TO 03:00 PM****NO PHYSICAL SUBMISSION OF DOCUMENTS REQUIRED EXCEPT PROCESS
COMPLIANCE FORM****PART – A (TECHNICAL BID)****TENDER SUBMITTED BY:****NAME :****ADDRESS :****DATE :****ARCHITECTS:****ARCHITECTS & INTERIOR DESIGNER****C-610, INTERNATIONAL TRADE CENTRE, (I.T.C.) MAJURAGATE,
BESIDE VISHWAKARMA TEMPLE, RING ROAD, SURAT - 395002
Ph: 0261 - 400 1070, 92274 40370 E- mail : ar.nirmaan@gmail.com**

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Tender documents are in two parts (Volumes) i.e. Part – A and Part – B

PART – A (TECHNICAL BID)

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NOTICE INVITING TENDERS

SBI through its Architect - Ar. Nikunj R. Sayani - Nirmaan architects and interior designer, invites Online tender in two bid system(Online technical bid & sealed price bids) followed by e-reverse auction, from the Bank's Empanelled air conditioning contractors of Ahmedabad Circle for AIR CONDITIONING Work at SBI UMARPADA BRANCH (11042), SAO-3, SURAT.

The details of tender are as under:

1.	Name of work	PROPOSED AIR CONDITIONING WORK OF SBI UMARPADA BRANCH (11042), SAO - 3, SURAT at SHOP NO G - 3 TO 5, SUNDARAM APARTMENT, OPP. MAHADEV PETROL PUMP, UMARPADA KEVDI ROAD, UMARPADA - 394445 (DIST : SURAT)
2.	Nature of Work	AIR CONDITIONING WORK
3.	Time allowed for completion	30 (THIRTY) Days from date of acceptance of work order or handing over of site whichever is later.
4.	Tender Fees	NA
5.	Earnest Money Deposit	Rs. 4,400/- by means of Demand Draft / Pay Order (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 State Bank of India, payable at SURAT. [Those registered with MSME-UDYAM need not submitted EMD. Instead DD, Valid MSME UDHYAM certificate shall be uploaded]
6.	Initial Security Deposit	NA
7.	Total Security deposit	3% of the final bill amount
8.	Start and end date for downloading of tender documents form Bank's website	08-12-23 to 21-12-23 at www.sbi.co.in under <Link><SBI in the news> procurement news.
9.	Last date & time for submission of on-line technical bid, EMD and online Sealed indicative Price Bid	21-12-23 by 03:00 PM
10.	Address at which EMD & Process compliance form has to be submitted.	To, Regional Manager, SAO - 3, (RBO - 3) First Floor, SBI Bhavan, Ghod Dod Road, Surat. 395001
11.	Date and time of opening of technical bid & Online sealed Indicative Price Bid at SBI address mentioned at Sr. No.10	21-12-23 at 3:30 PM
12.	Date & time for e-reverse auction	Date and time for e- reverse auction will be informed to the qualified contractor separately
13.	E-Tendering will be conducted by our approved e-tendering consultant	M/s. Antares Systems Limited, Bangalore, Contact No 91 80 40482000; 91-80-40482114 Mobile : 91 -9674758719, 9674758720
14.	Liquidated Damages	0.50% of contract amount per weeks subject to max. 5% of contract value or final bill value.
15.	Rates	Rates quoted shall be inclusive of all existing & future (including variation) taxes, duties, levies, royalties, transportation, other incidental charges,

		<p>WCT etc. PVA & PVA Clause shall not be applicable.</p> <p><u>Note: GST will be paid Extra as per Applicable norms.</u></p> <p>If any tenderer puts any condition/anything/any taxes extra over and above their quoted rates the tender shall be summarily rejected.</p>
16.	Defects liability period	12 Months from the date of Virtual Completion
17.	Validity of offer	90 days from the date of opening of Price-bid
18.	Value of Interim Certificate	No Interim payment will be paid. [No advance on materials / plant / machinery or mobilization advance shall be paid under any circumstances]
19.	Insurance	The contractor shall obtain all necessary insurance policies as per the governing laws applicable at the centre & shall be required to produce the original policy of Insurance & receipt of the premium as applicable in the matter to the Architect/Bank.
20.	Water and Electricity	If contractor is permitted to use SBI source of water & electricity, the SBI will recover @ 0.5% of contract amount from the final bill of contractor. However further distribution & extension & light fixtures etc. with required MCB switches, switch boards, lamp, tube etc. shall be arranged by the contractor at their own cost within the accepted tender amount. <u>Bank will recover 0.5% of the final bill amount towards consumption of water & electricity.</u>
21	The tender will be summarily rejected if the Bidder	<ol style="list-style-type: none"> 1. Failed to pay the required tender fee and submit the proof. 2. Failed to submit the original EMD at above office before due date. (or Valid MSME UDHYAM) 3. Failed to upload Entire tender document, which is downloaded from the website as a proof of accepting the terms and conditions. 4. Failed to upload the Scan copy of required documents as mentioned in the documents to be uploaded. 5. Partly or fully Modifies, alters or corrects the tender document uploaded by the Bank.
22	Tenders can be downloaded from the bank's website www.sbi.co.in (link)<SBI In the news<Procurement News>. It shall be responsibility of the contractor to timely submit the technical and financial bid. SBI, in no case shall be responsible for site issues/ delay in tender submission.	
23	The contractor shall read and understand each page of the tender document thereby ensuring the number and sequence of all pages.	
24	No conditions other than mentioned in the tender will be considered, and if given they will have to be withdrawn before submission of final quote, else their bid will be rejected.	
25	Tenders received without EMD & Process compliance form shall be summarily rejected and such tenders shall not be allowed to participate in the Price bid process/ rejected/ not considered.	
26	The Bank will place order as per its requirement and quoting minimum rate for any category does not provide any guarantee for receiving order for that item by the firm who quotes lowest rates.	

27	Bank reserves right to cancel any/ all tenders at any stage without assigning any reasons.
28	The Bank reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other condition if his tender is accepted in parts. Claims for revision of the Quoted price by any bidder after the tender will not be entertained.
29	In case the date of tendering is declared as a holiday, the tendering will be opened/ conducted on the next working day at the same time.
30	SBI reserves the right to accept or reject any or all the tenders, either in whole or in part without assigning any reason(s) for doing so, no claim / correspondence shall be entertained in this regard. For any clarification regarding Tendering procedure, please contact SBI SAO - 3, Surat - (RBO - 3), whose address is mentioned in the NIT or Architect NIKUNJ R. SAYANI - NIRMAAN ARCHITECTS AND INTERIOR DESIGNER (M) 9227440370.
31	Any clarifications sought after opening of the tenders will not be entertained at any cost. Firm should be visit the website till last date of submission for changes/ corrigendum, if any
32	For any clarification regarding E-Tendering procedure, System requirements etc please contact M/s. Antares Systems Limited, Bangalore , whose address is mentioned in the NIT.
33	It is vendor's/supplier's responsibility to be well prepared and get ready with E-Tendering procedures & well equipped with all requirements. SBI will not take any responsibility of delay in submission due to EMD, slow internet connectivity, system failures etc.
34	ONLY FINAL PAYMENT WILL BE MADE
35	Percentage, if any, to be deducted from bills and total amount to be retained :10 % from Running Bills, subject to maximum Total 5% of contract amount or actual Final Bill value.
36	The 'make' of materials should be chosen strictly from the approved makes as given in the tender. Using of the multi brands for the same item is not permissible. Single brand should be used for entire project. No change of brand will be permitted during the progress of the project
37	THE TENDERER HAVE TO PAY ADDITIONAL SECURITY DEPOSIT (ASD) / ADDITIONAL PERFORMANCE GUARANTEE (APG) SHALL BE APPLICABLE IF THE QUOTED BID PRICE AMOUNT IS MORE THAN 7.5% BELOW THAN THE ESTIMATED COST PUT TO THE TENDER. THE ADDITIONAL SECURITY DEPOSIT (ASD) / APG SHALL BE THE DIFFERENCE AMOUNT BETWEEN 92.5% OF ESTIMATED COST AMOUNT AND QUOTED AMOUNT BY THE LOWEST BIDDER AFTER REVERSE AUCTION. THE WORK ORDER IS ISSUED AFTER THE SUBMISSION OF ADDITIONAL SECURITY DEPOSIT SUCCESSFULLY PAID BY THE BIDDER. NO INTEREST IS PAID ON THIS DEPOSIT. AND IT WILL BE RELEASE AFTER 1 YEAR OF SUCCESSFULLY COMPLETION OF THE PROJECT.
38	Tendered will not allow to remove particular tender items from execution by filling abnormal low rates. if the Tenderers fail to execute the said tender item in required quantity or denied to supply, the bank will impose the penalty clause.

Yours Faithfully,

(For and on behalf of SBI)

Regional Manager,
SAO - 3, (RBO - 3)
First Floor, Admin office,
SBI Bhavan, Opp : Panjrapole,
Ghod dod road, Surat - 395001

LIST OF EMPANELLED AIR CONDITIONER CONTRACTORS

FLAG-6

LIST OF EMPANELLED AIR-CONDITIONER CONTRACTOR UPTO Rs.5.0 LAKH

SN	Name, Office Address of the Applicant in Gujarat State including U/T	Contact number & email ID
1	Patel Electricals, 1/A, Astha Complex, Sanskarmandal Chowk, Bhavnagar. 364001	9374754747, 9825088095, patelectricals55@gmail.com
2	Power Control, 18, Sursarathi Complex, B/H Rudra Complex, Ambawadi, Ahmedabad-6	9327030790 info@powercontrol.com
3	Cool Air Enterprise, Opp.13 Ramnathpara, Garbi Chowk, Rajkot - 360001	9426165786 coolair52@gmail.com



LIST OF EMPANELLED AIR-CONDITIONER CONTRACTOR UPTO Rs.10.0 LAKH

SN	Name, Office Address of the Applicant in Gujarat State including U/T	Contact number & email ID
1	Prince Enterprise, 60&156, Maruti Plaza, Nr. Vijay Park BRTS, Krishnanagar, Ahmedabad-382345	9979861449, princeenterprise18@gmail.com
2	RELAX AIR, 9, Premier Shoooping Center, Opp, Syndicate Bank, Nr. Mirzapur Court, Mirzapur Road, Ahmedabad -1	9824216799, relaxair_9824216799@yahoo.in
3	SHAINA COOLING SYSTEMS, 1759, Nr. Shah e Alam Restaurant, Gayakwad Haveli Road, Raikhad, Ahmedabad 380001	9898140380, shainacs2007@hatmail.com
4	Swastik Engineers, 91 Ajanta Comercial Center, Nr. Income Tax Circle, Income Tax, Ahmedabad-380006	9724800027, swastikhvac@gmail.com
5	Maimoon Cooling agent & Electronics Appliances, 2/3857, Relax Aptment, Healldiya Sheri, Nr. Mahaveer Hospital Sangrampura, Surat	9824602152, maimoonsales52@gmail.com
6	S M Enterprise, 23, Central Government Housing Socity, New Sama Road Vadodara	8401497038, 9879562994. smenterprise1014@gmail.com
7	Shree Maruti Ac Service, SB-42, Paradise Complex, Sayajigunj, Vadodara.390020	9998486570, shreemarutiaccservice2014@gmail.com
8	MD Aircon, A-116, Ashwamegh Complex, Opp. Sayaji Vihar Club, Rajmahal Road, Vadodara - 390001	9825592980, mdaircon@gmail.com
9	Mahadev Electric, 101, Shanti Complex Kotak Street Sanganva Chowk Rajkot-1,	9824509312, hirenkanabar54@yahoo.com
10	Real Enterprises, 104, Panchshil Plaza, Kotechanagar Main Rd., Nr. Kotecha School, Off. Amin Marg, Rajkot-360005	9825189029/9825386262/realente rprise97@gmail.com
11	Shah Associate, Opp. Laxmi Bhuvan, New Station Rd., Bhuj, Dist Kutchh-370001	9825228305/ shahassociate1@gmail.com

LIST OF EMPANELLED AIR-CONDITIONER CONTRACTOR UPTO Rs.25.0 LAKH

SN	Name, Office Address of the Applicant in Gujarat State including U/T	Contact number & email ID
1	Pronify Turnkey Solutions, 23E, Laxmi Industrial Estate, New Link Road, Andheri (west), Mumbai 400053	9833889913, proinfyturnkeysolutions@gmail.com
2	Concept Marketing, Payal Park Society, Near TVS Motors, Opp. Central Excise Bldg., B/h. Subhanpura Garden, Vadodara-390023	9825041848, 9909031848, info@concept.net.in
3	HCP Enterprise ,A/8 Someshwar Tenament, Opp. Nishan Vidhyalay, Arjun Ashram Road, Ranip Ahmedabad - 382480	8849696356, hcpenterprise@gmail.com
4	Sharda Refrigeration, 35, Surya Darshan Complex, Rubber Factory Circle Bhavnagar 364001	9426261853, thomasvyas@yahoo.co.in

LIST OF EMPANELLED AIR-CONDITIONER CONTRACTOR UPTO Rs.50.0 LAKH

SN	Name, Office Address of the Applicant in Gujarat State including U/T	Contact number & email ID
1	SYSTEM DESIGNING, 102 Aggam Complex Nr. Telephone Exchange Vasna, Ahmedabad - 7	9825024651, sdesign_trs@yahoo.com

LIST OF EMPANELLED AIR-CONDITIONER CONTRACTOR UPTO Rs.100.0 LAKH

SN	Name, Office Address of the Applicant in Gujarat State including U/T	Contact number & email ID
18	Parnam HVAC Engineering Pvt. Ltd. A405/406, Neelkanth Palace, 4th floor, Nr. Seema Hall, 100ft Anandnagar Road, Satellite, Ahmedabad - 380015	9979866401, pranamhvac@gmail.com
22	Chill Air System, 1&22 Induchacha House. Chhani road, Jakat Naka Baroda - 39002	9825603471, 9825083471, chillairsystems@gmail.com



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ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT



FORM TENDER

To,
Regional Manager,
SAO - 3, (RBO - 3)
First Floor, SBI Bhavan,
Ghod Dod Road,
Surat. 395001

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

Description of work	AIR CONDITIONING OF SBI UMARPADA BRANCH (11042), SAO - 3, SURAT at SHOP NO G - 3 TO 5, SUNDARAM APARTMENT, OPP. MAHADEV PETROL PUMP, UMARPADA KEVDI ROAD, UMARPADA - 394445 (DIST : SURAT).
Earnest Money	RS. 4,400.00 by means of Demand Draft / Pay Order (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 and payable at SURAT . [Those registered with MSME-UDYAM need not submitted EMD. Instead DD, Valid MSME UDHYAM certificate shall be uploaded]
Percentage, if any, to be deducted from Bills and total amount to be retained	10 % from Running Bills, subject to maximum Total 3% of contract amount or actual Final Bill value.
Time allowed for completion of the Works from 3 rd day after the date of written order or date of handing over of the site (whichever is later) to commence the work	30 days.

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 they may be applicable or in default thereof to forfeit and pay to SBI, the amount mentioned in the said conditions.

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. I/We have deposited a sum of Rs. _____ of the total tender amount as Earnest Money with the State Bank of India which is not to bear any interest. Should I / We fail to execute the Contract when called upon to do so I/ We do hereby agree that this/any sum shall be forfeited by me/us to SBI and any suitable action may be taken by the Bank against us. This may also include debarring of my empanelment for an year or so.

I/we have deposited Demand Draft / Banker's Cheque / FDR for a sum of Rs.4,400/- as Earnest money deposit with the SBI. Should I/we do fail to execute the contract when called upon to do so, I/we hereby agree that this sum shall be forfeited by me/us to SBI.

Yours faithfully,

Signature of contractor With Seal

1) Our Bankers are: i)

ii)

The names of partners of our firm are: i)

ii)

Name of the partner of the firm Authorized to sign
Or

(Name of person having Power of Attorney to sign the Contract.)

(Certified true copy of the Power of Attorney should be attached)

Yours faithfully,

Signature of Contractors.

Signature and addresses of Witnesses i)

ii)

SAMPLE BUISNESS RULE DOCUMENT
ONLINE E-TENDERING FOR AIR CONDITIONING & ALLIED WORK OF
SBI UMARPADA BRANCH (11042), SAO - 3, SURAT.

Business rules for E-tendering:

1. Only AHMEDABAD CIRCLE **empanelled AIR CONDITIONING contractors** under appropriate category who are invited by the project Architect/SBI shall only be eligible to participate.
2. SBI will engage the services of an E-tendering service provider who will provide necessary training and assistance before commencement of online bidding on Internet.
3. In case of e-tendering, SBI will inform the vendor in writing, the details of service provider to enable them to contact and get trained.
4. Business rules like event date, closing and opening time etc. also will be communicated through service provider for compliance.
5. Contractors have to send by email, the compliance form in the prescribed format (provided by service provider), before start of E-tendering. Without this the vendor will not be eligible to participate in the event.
6. The Contractors will be required to submit the various documents in sealed Envelope to the office of SBI RBO-3, SURAT at the address mentioned hereinbefore by the stipulated date i.e. (1) Demand Draft of specified amount of EMD (2) **Process compliance form dully signed** Contractors not submitting any one or more documents shall not be eligible to participate in the on-line price bidding.
7. E-tendering will be conducted on schedule date & time.
8. **The e-tendering will be treated as closed only when the bidding process gets closed in all respects for the item listed in the tender.**

(B) Terms & conditions of E-tendering:

SBI shall finalize the Tender through e-tendering mode for which **M/s. Antares Systems Limited, Bangalore**, has been engaged by SBI as an authorized service provider. Please go through the guidelines given below and submit your acceptance to the same along with your Commercial Bid.

E-tendering shall be conducted by SBI through **M/s. Antares Systems Limited, Bangalore**, on pre-specified date. While the Contractors shall be quoting from their own offices/ place of their choice, Internet connectivity and other paraphernalia requirements shall have to be ensured by Contractors themselves. In the event of failure of their Internet connectivity, (due to any reason whatsoever it may be) it is the bidders' responsibility

In order to ward-off such contingent situation bidders are requested to make all the necessary arrangements/alternatives such as back-up power supply whatever required so that they are able to circumvent such situation and still be able to participate in the E-tendering successfully. Failure of power at the premises of Contractors during the E-tendering cannot be the cause for not participating in the E-tendering. On account of this the time for the E-tendering cannot be extended and SBI is not responsible for such eventualities.

1. **M/s. Antares Systems Limited, Bangalore**, shall arrange to train you nominated person(s), without any cost to you. They shall also explain you all the Rules related to the E-tendering. You are required to give your compliance on it before start of bid process.

2. BIDDING CURRENCY AND UNIT OF MEASUREMENT: Bidding will be conducted in Indian currency & Unit of Measurement will be displayed in Online E-tendering.
3. BID PRICE: The Bidder has to quote the rate as per the Tender Document provided by SBI their appointed Architects.
4. VALIDITY OF BIDS: The Bid price shall be firm for a period specified in the tender document and shall not be subjected to any change whatsoever.
5. Procedure of E-tendering:

i. **Online E-tendering:**

- (a) The hard copy of the Technical as well as Price Bid is available on the Bank's website during the period specified in the NIT.
- (b) Online e-tendering is open to the empanelled bidders who receive NIT from the Architect and qualified for participating in the price bidding as provisions mentioned hereinabove through SBI approved Service Provider.
- (c) The Price-Bid shall be made available online by the Service Provider wherein the contractors will be required to fill-in percentage Above/Below over given Estimated amount.
- (d) The Contractors are advised not to wait till the last minute to submit their online item-wise quote in the price bid to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc.
- (e) It is mandatory to all the bidders participating in the price bid to quote their rates for each and every item.
- (f) In case, contractor fails to quote their rates for any one or more tender items, their tender shall be treated as **"Incomplete Tender"** and shall be liable for rejection.

LOG IN NAME & PASSWORD: Each Bidder is assigned a Unique User Name & Password by **M/s. Antares Systems Limited, Bangalore**. The Bidders are requested to change the Password after the receipt of initial Password from M/s. **M/s. Antares Systems Limited, Bangalore**. All bids made from the Login ID given to the bidder will be deemed to have been made by the bidder.

6. **BIDS PLACED BY BIDDER:** Bids will be taken as an offer to execute the work as specified. Bids once made, cannot be cancelled / withdrawn and the Bidder shall be bound to execute the work at the quoted bid price. In case the L1 Bidder backs out or fail to complete the work **as per the rates quoted**, SBI shall have the liberty to take action as deemed necessary including de-paneling such contractors and forfeiting their EMD and imposing heavy penalty to contractor to recover the losses occurred to the Bank.
7. At the end of the E-tendering, SBI will decide upon the successful bidder. SBI decision on award of Contract shall be final and binding on all the Bidders.

8. SBI shall be at liberty to cancel the E-tendering process/tender at anytime, before ordering, without assigning any reason.
9. SBI shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause.
10. Other terms and conditions shall be as per your techno-commercial offers and other correspondences till date.

11. OTHER TERMS & CONDITIONS:

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

N.B.

- All the Bidders are required to submit the Process Compliance Statement (Annexure-II) duly signed to **M/s. Antares Systems Limited, Bangalore**.
- **All the bidders are requested to ensure that they have a valid digital signature certificate well in advance to participate in the online event.**



PROCESS COMPLIANCE STATEMENT (ANNEXURE II)

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

To,

M/s. Antares Systems Limited, Bangalore,

#24,3rd Stage, 4th Block, Basveshwaranagar, Bangalore- 560079, India

E-mail :kushal.b@anataressystems.com

Contact No.- 91 - 9674758719, 9674758720

AGREEMENT TO THE PROCESS RELATED TERMS AND CONDITIONS FOR THE ONLINE E-TENDERING FOR PROPOSED AIR CONDITIONING WORK OF SBI UMARPADA BRANCH (11042), SAO - 3, SURAT.

Dear Sir,

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

This letter is to confirm that:

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

With regards,

Date:

Signature with company seal Name:

Company / Organization:

Designation within Company / Organization: Address of Company / Organization:

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

TECHNICAL BID - AIR CONDITIONING WORKS FOR SBI UMARPADA BRANCH (11042), SAO - 3, SURAT

Nirmaan Architects & Interior Designer

Sign & Seal of contractor.

ARTICLES OF AGREEMENT

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

Articles of Agreement made this _____ day of _____ between **State Bank Of India, a body, corporate constituted under the State Bank Of India Act and having its Corporate office at Madame Cama Road, Mumbai.** hereinafter called the Bank which expressions shall include its successors and assigns of the one part and _____ (name & address of contractor) hereinafter called the "Contractor" / Service provider which expression shall include the successors and assigns of the other part.

WHEREAS the Bank is desirous of executing the work of Interior Decoration & Furnishing work: **FURNITURE WORK of SBI UMARPADA BRANCH (11042), SAO - 3, SURAT for State Bank of India** and has caused drawings, specifications, and schedule of quantities etc. describing the works to be prepared by Nirmaan Architects & Interior Designers, the Architect.

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

NOW IT IS HEREBY AGREED AS FOLLOWS:

- 1) In consideration of the said Contract Amount to be paid at the times and in the manner set forth in the said Conditions, the Contractor shall upon and subject to the said Conditions execute and complete the work shown upon the said Drawings and described in the said Specifications and the schedule of items and quantities, as per the terms and conditions contained in the said conditions and the priced Schedule of Quantities.
- 2) The Bank shall pay to the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the manner specified in the said Conditions.
- 3) The term "the Architects" in the said Conditions shall mean the **Ar. NIKUNJ R. SAYANI, - NIRMAAN ARCHITECTS AND INTERIOR DESIGNER, C - 610, INTERNATIONAL TRADE CENTER (ITC), RING ROAD, MAJURAGATE, SURAT- 395 002** in the event of their ceasing to be the Architects for the purpose of this Contract for whatever reason, such other person or persons as shall be nominated for that purpose by the Employer, not being a person to whom the Contractor shall object for reasons considered to be sufficient by the Employer, PROVIDED ALWAYS that no person or persons subsequently appointed to be Architects under this Contract shall be entitled to disregard or overrule any previous decisions or approval or direction given or expressed in writing by the outgoing Architects for the time being.
- 4) The said Conditions and Appendix thereto shall be read and construed as forming part of this

Agreement, and the parties here to shall respectively bid by submit themselves to the said Conditions and perform the Agreements on their part respectively in the said Conditions contained.

- 5) The Plans, Agreements and Documents mentioned herein shall form the basis of this Contract. This Contract is neither a fixed lump-sum contract nor a piece work contract but a contract to carry out the air conditioning & allied work in respect of the "Interior Decoration & Furnishing work: AIR CONDITIONING WORK of SBI UMARPADA BRANCH (11042), SAO - 3, SURAT for State Bank of India as per the scope described and to be paid for according to actual measured quantities at the rates contained in the Schedule of Rates and /or negotiated rates and Probable quantities or as provided in the said conditions.
 - 6) The Contractor shall afford every reasonable facility for the carrying out of all works relating to ELECTRICAL works, installation of lifts, Telephone, electrical installations, fittings air-conditioning and other ancillary works in the manner laid down in the said Conditions, and shall make good any damages done to walls, floors, etc. after the completion of his work.
 - 7) The SBI reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this Contract.
 - 8) The Contractors represent that they have experience and competent staff which will enable them to ensure proper quality check on the materials, whether brought by the contractors or supplied by the Bank to the contractors, and which will ensure that the contractor will carry out proper tests as required by the specifications and will supervise the day to day working and execution of the contract work.
- ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT
- (A) If the contractors have any doubt about the quality of the materials or any difficulty in supervision of the day to day work it shall be duty of the contractors to report the matter in writing forthwith to the Bank and for the time being suspend that portion of the work about which difficulty is experienced, and the contractors will abide by the directions given by the Bank.
 - (B) The contractors are aware that the Bank will not give day to day supervision but will periodically supervise and the contractor has to perform their obligations under the instructions given to him periodically and under sub clauses (a) and (b) above.
 - (C) The contractors covenant and warrant that completed items of work as well as the entire work on completion will be in conformity with the specifications and the terms and conditions contained in the said conditions and will be of contract quality and description.
 - (D) The SBI reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.

- 9) Time shall be considered as the essence of this Contract and the Contractor here by agrees to commence the work soon after the Site is handed over to him or from the date of issue of formal work order as provided for in the said Conditions whichever is later and to complete the entire work within **the specified time** subject to nevertheless the provisions for extension of time.
- 10) All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Ahmedabad and only the courts in Ahmedabad i shall have jurisdiction to determine the same.
- 11) That the Whole documents of this Contract have been read by the Contractor and fully understood by the Contractor.
IN WITNESS WHEREOF THE SBI and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written.

Signature clause:

SIGNED AND DELIVERED

By the hand of Shri _____ **Assistant General Manager of State Bank Of India**
(Name and Designation)

In presence of _____

1. _____

Address _____ ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT

2. _____

Address _____
(Witness)

SIGNED AND DELIVERED by

(If the Contractor is a Partnership Firm or an individual, should be signed by all partners or by duly authorized person on behalf of all partners)

(1) _____

Address _____

(2) _____

Address _____

(Witness)

THE COMMON SEAL OF _____ was hereinto affixed pursuant to the resolution By Board of Directors at the Meeting held on (If the Contractor signs under

its common seal, the Signature Clause should tally with the sealing clause in the Articles of Association)

SIGNED AND DELIVERED by

(1) _____

(2) _____

1) _____
Address _____

(2) _____
Address _____
(Witness)

SIGNED AND DELIVERED by _____ (If the Contractor has signed by the hand of Power of Attorney , whether a Company or Individual)

(1) _____
Address _____

(2) _____
Address _____
(Witness)



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SECTION – 1
INSTRUCTIONS TO THE TENDERERS

1.0 Scope of work

Sealed Tender followed by price bidding (on percentage basis) are invited **by M/s. NIRMAAN ARCHITECTS & INTERIOR DESIGNER (AR. NIKUNJ SAYANI), SURAT.** for and behalf of SBI Proposed **AIR CONDITIONING** works of **SBI UMARPADA BRANCH (11042) SAO-3 SURAT.**

2.0 Site and its location

The proposed work is to be carried out at SBI SBI UMARPADA BRANCH (11042), SAO - 3, SURAT at SHOP NO G - 3 TO 5, SUNDARAM APARTMENT, OPP. MAHADEV PETROL PUMP, UMARPADA KEVDI ROAD, UMARPADA - 394445 (DIST : SURAT).

Tender Documents

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

Instructions to tenderers

General conditions of Contract

Special conditions of Contract

Additional Specifications

Drawings

Priced bid A

- 2.2** The above documents shall be taken as complementary and mutually explanatory of one another but in case of ambiguities or discrepancies, shall take precedence in the order given below;

- a) Price Bid
- b) Additional Specifications
- c) Technical specifications
- d) Drawings
- e) Special conditions of contract
- f) General conditions of contract
- g) Instructions to Tenderers

- 2.3** Complete set of tender documents including relative drawings can be downloaded from the website www.sbi.co.in

- 2.4** The tender documents are not transferable.

3.0 Site Visit:

The tenderer must obtain himself on his own responsibility and his own expenses all information and data which 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 to satisfy himself regarding the availability of water, power, transport and communication facilities, the character quality and quantity

of the materials, labor, the law and order situations, climatic conditions, local authorities requirement, traffic regulations etc; The tenderer will be fully responsible for considering the financial effect of any or all the factors while submitting his tender. The Bank shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder regardless of the conduct or outcome of the bidding process.

The tenderer is advised to inspect the site and satisfy himself on his own responsibility and his own expenses all the following information and data which may be required for the purpose of preparation and submission of their bids:

- i) The location of indoor and outdoor units of the proposed ACs
- ii) Required civil work like making opening in the wall,
- iii) feasibility for laying the refrigerant pipes and its route
- iv) Availability of drain water point at the site
- v) Availability of Power near the proposed AC location
- vi) Security gate pass requirements
- vii) Storage space for the new ACs
- viii) Permissible working hours at the site
- ix) any other adverse conditions or hindrance to the installation
- x) Any demo or presentation is required by Bank before installation
- xi) traffic regulations, law & order situations in the area
- xii) Whether AC has to be installed in coordination with other agencies like interior etc

4.0 CLARIFICATION / AMENDMENTS AND CORRIGENDUM :

- 4.1 Bidder requiring any clarification of the bidding document may notify us in writing at the address/by e-mail given in the NIT within the date/time mentioned.
- 4.2 The clarifications to the queries received or amendments in the tender will be posted on the Bank's website and e-tender portal as a corrigendum/Addendum. No individual communication will be conveyed to the Bidders. The interested parties/Bidders are advised to check the above website regularly till the date of submission of Bid document and ensure that clarifications / amendments issued, if any, have been taken into consideration before submitting the Bid. Such amendments/clarifications, if any, issued by the Bank will be binding on the participating Bidders. Bank will not take any responsibility for any such omissions by the Bidder. Bank at its own discretion, may extend the deadline for submission of Bids in order to allow prospective Bidders a reasonable time to prepare the Bid, for taking the amendment into account.
- 4.3 Depending upon the site conditions and the Bank's requirements, a pre-Bid meeting, if required, will be held on the date and time specified in the tender which may be attended by the interested Bidders or their representatives and get their queries clarified
- 4.4 Bank reserves the right to amend, rescind or reissue the tender, at any time prior to the deadline for submission of Bids.
- 4.5 No request for change in commercial/legal terms and conditions, other than what has been mentioned in the tender or any addenda/corrigenda or clarifications issued in connection thereto, will be entertained and queries in this regard, therefore will not be entertained.
- 4.6 Queries received after the scheduled date and time will not be responded/acted upon.

5.0 Earnest Money: RS. 4,400.00

- 5.1 The tenderer are requested to submit the Earnest Money as mentioned in NIT
- 5.2 EMD in any other form other than as specified above will not be accepted. Tender not accompanied by the EMD in accordance with clause 4.1 above shall be rejected.
- 5.3 No interest will be paid on the EMD
- 5.4 EMD of unsuccessful tenderer will be refunded within 30 days of award of contract.

5.5 EMD of successful tenderer will be retained as a part of security deposit.

6.0 **Initial Security Deposit: Not applicable**

7.0 **Security Deposit (TSD):**

7.1 Total security deposit shall be 3% of contract value. Deduction from each running bill account will be @ 10% till Total Security Deposit (TSD) reaches to 3% of contract value. The 50% of the Total Security Deposit shall be paid to the contract on the basis of architect's certifying the virtual completion. The balance 50% would be paid to the contractors after completion Defects Liability Period as specified in the contract/WORK ORDER.

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

8.0 **ADDITIONAL SECURITY DEPOSITE (ASD) / ADDITIONAL PERFORMANCE GUARANTEE (APG)**
(IF THE QUOTED AMOUNT IS BELOW 7.5% THAN THE ESTIMATED AMOUNT)

The tenderer have to pay additional security deposit (ASD) / additional performance guarantee (APG) shall be applicable if the quoted bid price amount is more than 7.5% below than the estimated cost put to the tender. the Additional Security Deposit (ASD) / APG shall be the difference amount between 92.5% of estimated cost amount and quoted amount by the lowest bidder after the reverse auction. The bidder must submit it with the letter of undertaking (Performance guarantee) and deposit within 7 days of reverse auction. The work order is issued after the submission of additional security deposit successfully paid by the bidder. No interest shall be paid on this additional security deposit amount retained by the bank. And it will be release after defect liability period of the project. If the successful bidder fail to deposit the amount within stipulated given time, the agency will be blacklisted from the empanelment for 3 years without any notice & EMD will be seized by bank.

9.0 **BID SUBMISSION**

8.1 Only those bidders satisfying the eligibility criteria given in the NIT need to apply. Tenders should be submitted online in the website <https://etender.sbi>. **Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission. Bidder will be responsible for any delay due to other issues.**

8.2 The bidders should submit their bids online with their valid digital certificate, which confirms that the bidders have read and understood the tender terms and conditions. Claiming ignorance of all the terms and conditions in this tender either before or after the PO is issued or during the progress of the work will not be accepted.

8.3 The bidder shall submit the documents enlisted in the checklist in the NIT in the softcopy format. i.e. scanned copy of the documents either in PDF or JPEG format as required. The BANK will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.

8.4 The documents submitted online in the **Technical Bid should NOT contain any price information**. Such Bid, if received, will be rejected.

8.5 The bidder shall submit his quotes online through the PRICE BID in the e-procurement portal. The price bid will be opened only if the Bid is unconditional and the bidder qualifies as per eligibility criteria and meets technical specifications.

8.6 Bank shall conduct e-reverse auction among the qualified bidders and the same shall be communicated to the bidders.(If required)

8.7 No claim for submission of offline bids will be entertained. Such bids will not be considered. If any Bidder

submits Bid on behalf of an OEM / brand, the same Bidder shall not submit a Bid on behalf of another OEM / brand.

10.0 PRICE BID : RATES QUOTED BY BIDDER

- 9.1 The contractor shall satisfy himself before Bidding as to the correctness and sufficiency of his Bid for the works and the rates/ amounts stated in the schedule of quantities and / or the schedule of rates and amount as provided covering all his obligations under the contract and all matters necessary for proper completion of the works expected in this document.
- 9.2 The rate quoted shall be firm and shall include costs of all materials, loading, transport, unloading, Installation charges, wastage of materials during execution, levies, Octroi(if applicable), local body taxes(if applicable), all type of Insurance Charges, temporary works such as scaffolding, cleaning, overheads, profit, statutory expenses, incidental charges and all related expenses to complete the work etc..
- 9.3 Unless otherwise provided in the Schedule of Quantities/Specifications, the rates tendered by the contractor shall be all inclusive and shall apply to all heights, lifts, leads and depths of the work and No extra charges will be paid over and above the contract amount on account of any other charges (existing or future addition) or on any other account.
- 9.4 The GST shall be paid extra as applicable.
- 9.5 Rate Revision in the contract amount is not permitted during the validity period of the contract for any reason including during the extended period, if any.
- 9.6 Any request for review of the price bid after the bid opening will not be entertained.
- 9.7 The Bidder shall quote their offers he will be willing to execute the work, in terms of "Specific Percentage Numerical Value" (only up to two decimal places) above (+) / below(-) / at par with the total estimated cost put to bid. The same percentage offer is applicable for each and every item of the work including all sections/sub sections /sub heads of the work.

11.0 Signing of contract Documents:

The contractor who accept the standard rates shall be bound to implement the contract by signing an agreement and conditions of contract attached herewith within 15 days from the receipt of intimation of acceptance of the tender by the Bank. However, the written acceptance of the bidder by the Bank will constitute a binding agreement between the Bank and contractor who accept the L-1 rates (Standard Rates) whether such formal agreement is subsequently entered in to or not.

12.0 Completion Period

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

13.0 Validity of Tender: As per NIT

If the tenderer withdraws his/her offer during the value period or makes modifications in his/her original offer which are not acceptable to Bank without prejudice to any other right or remedy the Bank shall be at liberty to forfeit the EMD.

14.0 Photographs:

The Contractor shall at his own expense supply to the Architects with duplicate hard copies of large photographs not less than 25 cm. x 20 cm. (10" x 8") of the works, taken from two approved portions of each building, at intervals of not more than one months during the progress of the work or at every important stage of construction.

In addition to above, the contractor shall be bound to submit adequate no. of site photographs along with each Running Bill for the project clearing showing major progress of work measured and claimed therein failing which the Architect/ SBI may consider returning the Bill to the contractor and no claim for

delay on this account will be entertained.

15.0 Liquidated Damages:

The liquidated damages shall be 0.50% per week subject to a maximum of 5% of contract value.

15.0 Rate and Prices:

15.1 In case of Item Rate Tender:

- i. The bidder should submit online bid by the authorized person through his digital signature. This estimate should have clear and complete specifications and scope of each item and its estimated quantity. The intending bidders shall quote their rates of each item separately.
- ii. The bidder offering Lowest Tender Amount for projects pertaining to Procurement Purchase Contract and Highest Tender Amount for Sales Contracts shall be declared as "Successful Bidder".
- iii. In case, the Lowest Tendered Amount of two or more contractors is same, such lowest contractors will again be asked to submit sealed / online. Revised sealed bid on item rate basis including all sub sections/sub heads as the case may be, but the revised total amount quoted shall, in no case, be higher than the total amount quoted during their initial offer for the project. The lowest tender shall be decided on the basis of revised offers.
- iv. The process of online re-bidding amongst Two or more contractors offering same total amount shall continue till L-1 bidder is discovered.
- v. In case, any of such contractor(s) (quoted same tender amount during initial bidding or subsequent re-bidding) refuses to submit revised offer, it shall be treated as "withdrawal of tender/" by the Contractor before acceptance. The earnest money of such contractors shall be forfeited.
- vi. In case all the lowest contractors those have quoted same tendered amount, refuse to participate in online revised bidding process for the project, the EMD of such Contractors shall be forfeited and the tenders shall be re-invited for the project.
- vii. The Contractor(s), whose earnest money is forfeited because of non-submission of revised offer, shall not be allowed to participate in the re-tendering process for the said project.
- viii. The tenderers should not change the units as specified in the tender. If any unit is changed the tenders would be evaluated as per the original unit and the contractor would be paid accordingly. The tenderer should not change or modify or delete the description of the item. If any discrepancy is observed he should immediately bring to the knowledge of the Architect/ SBI.

The rate quoted shall be firm and shall include all costs, allowances, materials, labours, taxes etc. except G.S.T, which shall be payable / reimbursed as per actual as applicable.

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.

15.1 Penalty clause for abnormal rates:

Tenderer must quote the rates with clear mind that all the items described in price bid will be executed on site. if the tenderer will quote the rate of any tender item below 75% of the estimated rate, The bank will take a undertaking for particular tender item. And Tendered will not allow to remove particular tender items from execution. if the Tenderers fail to execute the said tender item in required quantity or denied to supply, the bank will impose the penalty by deducting estimated rate amount for non / lesser execution for the said item.

Signature Of The Contractor With Seal

GENERAL & IMPORTANT NOTES

1 GENERAL NOTES:

- (i) ~~Unless otherwise specified in these tender documents mode of measurements specifications etc. shall be as per relevant IS codes.~~
- (ii) Source of materials / samples / brands / makes etc. shall be got approved from the Architects / Bank before using. In case of deviations, decision of the Bank shall be final and binding and shall not be open for arbitration.
- (iii) The Architects have their specific role / duties / rights as defined in these tender documents. However, in the event of any dispute arising out of differences between the opinions of the Architects and also their role/ duties/rights, the Banks' decision shall be final & binding on the Architects and the Contractor and shall not be open to arbitration.
- (vi) The Contractor will extend full co-operation, support and all required assistance to Architect/ Bank for discharging their duties and responsibilities efficiently and effectively.
- (vii) **The contractor has to supply and adhere to the specific makes and specifications of all the items, which are mentioned in the separate list of approved makes. Any work found not as per the tender specifications and list of approved the contractor has to replace the same without any delay. The contractor is instructed of get approval of all the materials to be used on this site before starting the work. He should provide different sample of material for approval, before execution of work.**
- (viii) All quantities indicated in the tender are approximate & are likely to change. The contractor must take actual measurement at site and billing shall be done as per the actual measurement of the work done at site.
- (ix) Work has to be got executed at site in coordination with various agencies working at site.
- (x) The contractor is instructed to get the approval of the materials to be used on this site before starting the work. He shall provide different sample of materials for approval before execution of the work
- (xi) All material has to be used in full size/length only. Joints should be avoided as far as possible.
- (xii) ~~Any item mentioned in the BOQ with "TO THE SHAPE" will have measurement of onsite executed to the shape area only.~~
- (xiii) Making various levels & line out for total layout on site for the items in scope of the work shall be done by the contractor at his own cost.
- (xiv) MTC (Manufacturer Test certificate) Where ever applicable shall be arranged & submitted by the contractor. Testing of wood for moisture, knot % etc. shall be carried out by the contractor at his own cost.

2. IMPORTANT NOTES:

- (i) The contractor's qualified & authorized representative shall remain on site during the entire execution process for coordination with various agencies / Architect / Bank & execution of work.
- (ii) If the assigned work is in running/working Branch, the contractor should have executed the site erection work in odd hours, Holidays and Sundays.
- ~~(iii) The contractor shall prepare all loose furniture items at his workshop only & deliver the same to the site at appropriate time as instructed by the Architect/BMs/Bank Officials.~~
- (iv) The site shall be cleaned on day-to-day basis & all debris shall be disposed away at the location beyond the limit as approved by the local authority.
- (v) Hidden measurements: - It is contractor's responsibility to get the measurement checked immediately on completion of such items. This shall be done before finishing the same. The Architect shall be provided with such details well in advance so that the other work is not held up due to last moment action.
- ~~(vi) Before starting the work at site, the contractor shall mark out the plan & levels of the false ceiling, partitions etc. in coordination with other agencies on site.~~
- vii) The rates quoted shall be inclusive of all taxes, Duties, Octroi, Transportation, Delivery, Installation, Testing, Commissioning etc. complete at the site. No extra will be paid for any kind of taxes. However, the GST will be paid extra as applicable as per actual.
- viii) The entire job shall be executed in total coordination with the other agencies working on the project & also with landlord, Branch Manager and Bank officials etc.
- ix) Architect of the project shall be kept informed about the progress of the work at various stages.
- x) The contractor shall arrange on his own for lighting & plug point with socket & electrical wiring, DB's etc. required during entire execution process. However, supply at point shall be provided by the bank / landlord
- (xi) Any Hidden item MUST be photographed and need to be sent via e- mail or CD to Architect / Bank
- xii) **BILLING PROCESS:**
The contractor/Architect should take care of the following while submitting the final Bill

The Final Bill Should Contain: -

- a) Abstract in tender BOQ format only.
- b) Schedules for detailed measurement sheet for all items (in detailed break up).
- c) original insurance policies as per tender terms and conditions.
- d) Completion certificate issued by the concerned Architect.
- e) Inspection & completion certificates for all types of false ceiling.
- ~~f) Test report for Toughened Glass.~~
- g) Copy of LOA etc.

h) All documents shall carry contractor's signature & seal with address. - All documents shall be submitted in 1 + 1 copies.

i) The contractor shall also provide all measurement sheet in soft copy (in Excel format).

j) The contractor shall submit the purchase bill copy of major items used in the project.

k) That extension of time, if any, beyond scheduled date of completion has been granted by the Competent Authority.

~~l) original receipt of purchase of Corian/plywood/Gypboard and other major materials used in the work from the original manufacturer/authorized dealers/distributors.~~

m) If any advances paid during the execution of the work.

n) Acceptances from the contractor that "Accepted as full and final settlement of all claims"

o) The total cost of work should be within the sanction amount, if not, revised sanction taken from the Competent Authority to be attached with the Final Bill

IMPORTANT: ALL DOCUMENTS SHALL BE SUBMITTED AT ONCE (NOT IN PIECEMEAL MANNER) ALONG WITH FULL&FINAL BILL &SHALL BE DULY SIGNED BY PUTTING COMPANY'S ADDRESS SEAL



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ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT

GENERAL CONDITIONS OF CONTRACT

1.0 Definitions:

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

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

1.1.1 ‘SBI’ shall mean State Bank of India (client) a body corporate created under State Bank of India Act 1955, having its Corporate Centre at State Bank Bhavan, Madame Cama Road, Mumbai-400 021 and LHO at Bhadra, Ahmedabad and includes the Client’s representatives, successors and assigns.

‘Architect/ consultants’ shall mean Ar. Nikunj R. Sayani, Nirmaan Architects & Interior Designer, Surat - 395002.

‘Project Management Consultant’ shall mean -----Not Applicable -----

1.1.2 ‘Site Engineer’ shall mean an Engineer appointed by the Bank as their representative to give instructions to the contractor.

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

The expression ‘Works’ or ‘Work’ shall mean the permanent or temporary work described in the ‘Scope of Work’ and / or to be executed in accordance with the contract and includes materials, apparatus, equipments, temporary supports, fittings and things of all kinds to be provided, the obligations of the contractor hereunder and work to be done by the contractor under the contract.

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

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

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

1.1.7 “Month” means calendar month.

1.1.8 ‘Week’ means seven consecutive days.

1.1.9 ‘Day’ means a calendar day beginning and ending at 00 hr and 24 hrs respectively.

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1.0 Total Security Deposit

Total Security Deposit comprise of
Earnest Money deposit
Initial security deposit
extra security deposit
Retention money

a) Earnest Money Deposit:

The tenderer shall furnish EMD as specified in the NIT in the form of Demand draft drawn in favor of the State Bank of India on any Scheduled Bank. 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 revoke his tender at any time during the period when he is required to keep his tender open for 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) Initial Security Deposit (ISD)

The ISD shall be 2% of accepted value of tender including the EMD in the form of DD drawn in favor of any scheduled bank and shall be deposited within 15 days from the date of acceptance of tender.

c) Additional Security Deposit (ASD) / Additional Performance Guarantee (APG)

The tenderer have to pay additional security deposit (ASD) / additional performance guarantee (APG) shall be applicable if the quoted bid price amount is more than 7.5% below than the estimated cost put to the tender. the Additional Security Deposit (ASD) / APG shall be the difference amount between 92.5% of estimated cost amount and quoted amount by the lowest bidder after the reverse auction.

d) Retention Money: ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT

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

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

4.0 Scope of work:

The contractor shall carryout complete and maintain the said work in every respect strictly in accordance with this contract and with the directions of and to the satisfaction of the Bank to be communicated through the Architect/ Consultant. The Architect/ Consultant at the directions of the Bank from time to time, issue further drawings and/ or written instructions, detail directions and explanations which are hereafter collectively referred to as the Architect/ Consultant's instructions in regard to the variation or modification of the design, quality or quantity of work or the addition or omission or submission of any work. Any discrepancy in the drawings or between the BOQ and/ or drawings and/ or specifications, the removal from the site of any material brought thereon by the Contractor and any submission of any other materials thereof the removal and or re-execution of any work executed by him, the dismissal from the work of any person employed/ engaged there upon.

5.0

(I) Letter of acceptance:

Within the validity period of the tender, the Bank shall issue a letter of acceptance either directly or through the Architect/ Consultant by registered post or otherwise depositing at the address of the contractor as given in the tender to enter into a Contract for the execution of the work as per the terms of the tender. The letter of acceptance shall constitute a binding contract between the SBI and the contractor.

(II) Contract Agreement:

On receipt of intimation of the acceptance of tender from the SBI/ Architect the successful tenderer shall be bound to implement the contract and within fifteen days thereof. He shall sign an agreement on 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 Architect / 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 document, true developments thereof and reasonably inferable there from.

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

8.0 Copies of agreement

Two copies of agreement duly signed by both the parties (Bank & the Contractor) with the drawings shall be prepared one each for both the parties; a photo copy of such Agreement shall be kept by the Architect.

9.0 Liquidating damages:

If the contractor fails to maintain the required progress 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 damages as mentioned in NIT

10.0 Materials, Appliances and employees:

Unless or otherwise specified the contractor shall provide and pay for all materials, labor, 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 of best quality. The contractor shall at all times enforce strict discipline and good order among his employees and shall not employ on the work any unfit person or any one not skilled in the work assigned to him. Workman whose work or behavior is found to be unsatisfactory by the SBI/ Architect/Consultant shall be removed from the site immediately.

11.0 Permits, laws and Regulations:

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

12.0 Setting out work:

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

13.0 Protection of works and property

The contractor shall continuously maintain adequate protection, of all his work from damage and shall protect the SBI's properties from the 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 not due to his fault or negligence.

He/she shall take adequate care and steps for protection of the adjacent properties. The contractor shall take all precautions for safety and protections of his employees on the works and shall comply with all applicable provisions of Govt. and local body's safety laws and building codes to prevent accidents or injuries to persons or property on about or adjacent to his place of works.

14.0 Inspections of work:

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

15.0 Assignment and subletting:

The whole of work included in the contract shall be executed by the contractor and he shall not directly entrust and engaged or indirectly transfer, assign or underlet the contract or any part or share thereof or interest therein without the written consent of the SBI though the Architect and no undertaking shall relieve the contractor from the responsibility of the contractor form active superintendence of the work during its progress.

16.0 Quality of materials, workmanship & Test

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

ii) **Samples**

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

iii) **Cost of Tests**

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

iv) **Cost of test not provided for**

If any test is ordered by the Architect/Consultant which is either

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

17.0 Obtaining information related to execution of work:

No claim by the contractor for additional payment shall be entertained which is consequent upon failure on his part to obtain correct information as to any matter affecting the execution of the work or 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.

18.0 Contractor's superintendence

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

19.0 Quantities:

- i) The bill of quantities (BOQ) unless or otherwise stated shall be deemed to have been prepared in accordance with the Indian Standard method of Measurements and quantities. The rate quoted shall remain valid for variation of quantity against individual item to any extent subject to maximum variation of the contract value by 25%. The entire amount paid under clause 21 hereof as well as amount of prime cost and provisional sums if any shall be excluded.
- ii) **Variation exceeding 25%:** the items of work executed in relation to variation exceeding 25% shall be paid on the basis of provisions of clause 22 hereof.

20.0 Works to be measured

The Architect/Consultant may from time to time intimate to the contractor that he requires the work to be measured and the contractor shall forthwith attend or send a qualified representative to assist the Architect in taking such measurements and calculations 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 detailed in the specifications. The representative of the Architect/Consultant shall take the joint measurements with the contractor's representative and the measurements shall be entered in the measurement book. The contractor 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 not attend or neglect or omit to depute his representative to take measurements then the measurements recorded by the representative of the Architect/Consultant shall be final. All authorized extra work, omissions and all variations made shall be included in such measurement.

21.0 Variations

No alteration, omission or variation ordered in writing by the Architect/ Consultant shall vitiate the contract. In case the SBI/ Architect/Consultant thinks proper at any time during the progress of works to make any alteration in, or additions to or omissions from the works or any alteration in the kind or quality of the materials to be used therein, the Architect/Consultant shall give notice thereof in writing to the contractor or shall confirm in writing within seven days of giving such oral instructions, the contractor shall alter to, add to, or omit from as the case may be in accordance with such notice, but the contractor shall not do any work extra to or make any

alterations or additions to or omissions from the works or any deviation from any of the provisions of the contract, stipulations, specifications or contract drawings without previous consent in writing of the Architect/Consultant and the value of such extras, alternations, additions or omissions shall in all cases be determined by the Architect/Consultant and the same shall be added to or deducted from the contract value, as the case may be.

22.0 Valuation of variations:

No claim for an extra shall be allowed unless it shall have been executed under the authority of the Architect/Consultant with the concurrence of the 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 price 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 are aforesaid or where the omissions vary the conditions under which any remaining items or works are carried out, then the contractor shall within 7 days of the receipt of the letter of acceptance inform the Architect/Consultant of the rate which he intends to charge for such items of work, duly supported by analysis of the rate or rates claimed and the Architect/Consultant shall fix such rate or prices as in the circumstances in his opinion are reasonable and proper, based on the market rate.
- d) Where extra work cannot be properly measured or valued the contractor shall be allowed day work prices at the net rates stated in the tender of the BOQ or, if not, so stated then in accordance with the local day work rates and wages for the district; provided that in either case, vouchers specifying the daily time (and if required by the Architect/Consultant) the workman's name and materials employed be delivered for verifications to the Architect/Consultant at or before the end of the week following that in which the work has been executed.
- e) It is further clarified that for all such authorized extra items where rates cannot be derived from the tender, the Contractor shall submit rates duly supported by rate analysis worked on the "market rate basis" for material, labor, hire/ running charges of equipments and wastage etc. plus 15% toward establishment charges, contractor's overheads and profits. Such items shall not be eligible for escalation.

23.0 Final measurements:

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

24.0 Virtual Completion Certificate (VCC)

On successful completion of the entire works covered by the contract to the full satisfaction of the SBI, the contractor shall ensure that the following works has been completed to the satisfaction of the SBI.

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

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

This issuance of a VCC shall be without prejudice to the SBI's rights and contractors liabilities under the contract including the contractor's liability for defect liability period nor shall the issuance of VCC in respect of the works or work at any site be construed as a waiver of any right or claim of the SBI against the contractor in respect of works or works at the site and in respect of which the VCC has been issued.

25.0 Work by other agencies:

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

26.0 Insurance of works:

26.1 Without limiting his obligations and responsibilities under the contract, the contractor shall insure in the joint names of the SBI and the contractor against all loss or damages from whatever cause arising other than the excepted risks, for which he is responsible under the terms of contract and in such a manner that the SBI and contractor are covered for the period stipulated in clause 28 and 29 of GCC and are also covered during the period of maintenance for loss or damage arising from a cause, occurring prior to the commencement of the period of maintenance and for any loss or damage occasioned by the contractor in the course of any operations carried out by him for the purpose of complying with his obligations under clause.

a) The works for the time being executed to the estimated current Contract value thereof, or such additional sum as may be specified together with the materials for incorporation in the works at their replacement value.

b) The constructional plant and other things brought on to the site by the contractor to the replacement value of such constructional plant and other things.

c) Such insurance shall be effected with an insurer and in terms approved by the SBI which approval shall not be unreasonably withheld and the contractor shall whenever required produce to the Architect/Consultant the policy of insurance and the receipts for payment of the current premiums.

26.2 Damage to persons and property

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

- a) The permanent use or occupation of land by or any part thereof.
- b) The right of SBI to execute the works or any part thereof, over, under, in or through any lands.
- c) Injuries or damages to persons or properties which are unavoidable result of the execution or maintenance of the works in accordance with the contract.
- d) Injuries or damages to persons or properties resulting from any act or neglect of the SBI, their agents, employees or other contractors not being employed by the contractor or for or in respect of any claim, proceedings damages, costs, charges and expenses in respect thereof or in relation thereto or where the injury or damage was contributed to by the contractor, his servants or agents. Such part of the compensation as may be just and equitable having regard to the extent of the responsibility of the SBI, their employees, or agents or other employees, or agents or other contractors for the damage or injury.

26.3 Contractor to indemnify SBI

The contractor shall indemnify the SBI against all claims, proceedings, damages, costs, charges and expenses in respect of the matters referred to in the provision of these sub-clauses of 26.2

26.4 Contractor's superintendence ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT

The contractor shall fully indemnify and keep indemnified the SBI against any action, claim, or proceeding relating to infringement or use of any patent or design or any alleged patent or design rights and shall pay any royalties which may be payable in respect of any article or part thereof included in the contract. In the event of any claim made under or action brought against SBI in respect of such matters as aforesaid the contractor shall be immediately notified thereof and the contractor shall be at liberty, at his own expenses to settle any dispute or to conduct any litigation that may arise there from, provided that the contractor shall not be liable to indemnify the SBI if the infringement of the patent or design or any alleged patent or design right is the direct result of an order passed by the Architect/Consultant in this behalf.

26.5 Third party Insurance

26.5.1 Before commencing the execution of the work the contractor without limiting his obligations and responsibilities under clause 26.0 of GCC shall insure against his liability for any material or physical damage, loss, or injury which may occur to any property including that of SBI, or to any person, including any employee of the SBI, by or arising out of the execution of the works or in the carrying out of the contract, otherwise than due to the matters referred to in the provision to clause 26.0 thereof.

26.5.2 Minimum amount of third party insurance

Such insurance shall be effective with an insurer and in terms of approved by the SBI which approval shall not be reasonably withheld and at least the amount stated below. The

contractor shall whenever required produce to the Architect / Consultant the policy or policies of insurance cover and receipts for payment of the current premiums.

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

26.6 Accident or Injury to workman:

26.6.1 The SBI shall not be liable for or in respect of any damages or compensation payable at law in respect or in consequence of any accident or injury to any workman or other person in the employment of the contractor or any sub-contractor, save and except an accident or injury resulting from any act or default of the SBI or their agents, or employees. The contractor shall fully indemnify and keep indemnified the SBI against all such damages and compensations, save and except as aforesaid and against all claims proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

26.6.2 Insurance against accidents etc. to workmen:

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

26.6.3 Remedy on Contractor's failure to insure:

If the contractor fails to effect and keep in force the insurance to above referred to above or any other insurance which he may be required to effect under the terms of contract, then and in any such case the SBI may effect and keep in force any such insurance and pay such premium or premiums as may be necessary for that purpose and from time to time deduct the amount so paid by the SBI as aforesaid from any amount due or which may become due to the contractor, or recover the same as debt from the contractor.

26.6.4 Without prejudice to the other rights of the SBI against the contractor, in respect of such default, the employer shall be entitled to deduct from any sums payable to the contractor the amount of any damages, costs, charges, and other expenses paid by the SBI and which are payable by the contractor under this clause. The contractor shall upon settlement by the insurer of any claim made against the insurer pursuant to a policy taken under this clause, proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the monies received from the insurer in respect of such damage shall be paid to the contractor and the contractor shall not be entitled to any further payment in respect of the expenditure incurred for rebuilding or repairing of the materials or good destroyed or damaged.

27.0 Commencement of Works:

The date of commencement of the work will be reckoned as the date of handing over site or fifteen days from the date of issue of letter of acceptance of the tender by the SBI whichever is later.

28.0 Time of completion:

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

29.0 Extension of time:

If, in the opinion of the Architect/Consultant, the work be delayed for reasons beyond the control of the contractor, the Architect/Consultant may submit a recommendation to the SBI to grant a fair and reasonable extension of time for completion of work as per the terms for contract. If the contractor needs an extension of the time for completion of the work or if the completion of work is likely to be delayed for any reasons beyond the due date of completion as stipulated in the contract, the contractor shall apply to the SBI through the Architect/Consultant in writing at least 30 days before the expiry of the scheduled time and while applying for extension of time he shall furnish the reasons in detail and his justification if any, for the delays. The Architect/Consultant shall submit their recommendations to the SBI in the prescribed format for granting extension of time. While granting extension of time the contractor shall be informed the period extended times, which will quality for levy of liquidated damages. For the balance period in excess of original stipulated period and duly sanctioned extension of time by the SBI. The provision of liquidated damages as stated under clause 9 of GCC shall become applicable. Further the correct shall remain in force even for the period beyond the due date of completion irrespective whether the extension is granted or not.

30.0 Rate of progress:

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

31.0 Work during nights and holidays:

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

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

32.0 No compensation for restrictions of work:

If at any time after acceptance of the tender SBI shall deduct to abandon or reduce the scope of work for any reason whatsoever and hence not required the whole or any part of the work to be carried out, the Architect/Consultant shall give notice in writing to that effect to the contactor and the contactor shall act accordingly. In the matter the contactor 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 consequences of the foreclosure of the whole or part of the work.

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

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

33.0 Suspension of work:

- i) The contactor shall, on receipt of the order in writing of the Architect/Consultant (whose decision shall be final and binding on the contractor) suspend the progress of work or any part thereof for such time and in such manner as the Architect/Consultant may consider necessary so as not to cause any damage or injury to the work already done or endanger the safety thereof for any of the following reasons:
 - a) On account any default on the part of the contractor, or
 - b) For proper execution of the works or part thereof for reasons other than the fault of the contactor or
 - c) For safety of work or part thereof, the contactor shall during such suspension, properly protect and secure the works to the extent necessary and carry out the instructions given in that behalf by the Architect/Consultant.
- ii) If the suspension is ordered for reasons (b) and (c) in sub-para (i) above, the contactor 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.

34.0 Action when the whole security deposit is forfeited

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

- a) To rescind the contact (of which rescission notice in writing to the contactor by the Architect/Consultant shall be conclusive evidence) and in which case the security deposit of the contactor shall be forfeited and be absolutely at the disposal of SBI.
- b) To employ labor paid by the SBI and to supply materials to carry out the work, or any part of the work, debiting the contactor with the cost of the labor and materials (the cost of such labor and materials as worked out by the Architect/Consultant shall be final and conclusive against the contractor.) and crediting him with the value of the work done, in all respects in the same manner and at the same rates as if it had been carried out by the contractor under the terms of

this contract, the certificate of the Architect/Consultant as to the value of work done shall be final and conclusive against the contractor.

- c) To measure up the work of the contractor, and to take such part thereof as shall be unexecuted, out of his hands, and to give it to another contractor to complete in which case any expenses which may be incurred in excess of the sum which would have been paid to the original contractor, if the whole work had been executed by him (of the amount of which excess the certificates in writing of the Architect/Consultant shall be final and conclusive) shall be borne by original contractor and may be deducted from any money due to him by the 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 shall have no claim for 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 rescind under the provision aforesaid, the contractor shall not be entitled to recover or to be paid any sum or any work thereto for actually performed under this contract, unless, and until the Architect/Consultant will have 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.

35.0 Owner's right to terminate the contract:

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

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

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

- a) has abandoned the contract ; or
- b) has failed to commence the works, or has without any lawful excuse under these conditions suspended the progress of the works for 14 days after receiving from the SBI through the Architect/Consultant written notice to proceed, or
- c) has failed to proceed with the works with such diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or has failed to remove the materials from the site or to pull down and replace work within seven days after written notice from the SBI through the Architect/Consultant that the said materials were condemned and rejected by the Architect/Consultant under these conditions; or has neglected or failed persistently to observe and perform all or any of the acts, matters or things by this contract to be observed and performed by the contractor for seven days after written notice shall have been given to the contractor to observe or perform the same or has to the detriment of good workmanship or in defiance to the SBI's or the Architect/Consultant's instructions to the contrary subject any part of the contract. Then and in any of said cases the SBI and or the

Architect/Consultant, may not withstanding any previous waiver, after giving seven days notice in writing to the contractor, determine the contract, but without thereby affecting the power the SBI or the Architect/Consultant or the obligation and liabilities of the contractor the whole of which shall continue in force as fully as if the contract had not been so determined and as if the works subsequently had been executed by or on behalf of the contractor. And further the SBI through the Architect/Consultant their agents or 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 contractors or persons to complete the work and the contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractor or other persons employed for completing and finishing or using the materials and plant for the works.

When the works shall be completed as soon thereafter as convenient the SBI or the Architect/Consultant shall give a notice in writing to the contractor to remove his surplus materials and plants and should the contractor fail to do so within 14 days after receipt thereof by him the SBI sell the same by public auction after due publication, and shall adjust the amount released by such auction. The contractor shall have no right to question any of the acts of the SBI incidental to the sale of the materials etc.

36.0 Certificate of payment:

The contractor shall be entitled under the certificates to be issued by the Architect/Consultant to the contractor within 10 working days from the date of receipt of certificate to the payment from SBI from time to time. The SBI shall recover the statutory recoveries other dues including the retention amount from the certificates of payments.

They shall provide always that the issue of any certificate by the 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 Architect/Consultant shall have power to withhold the certificate if the work or any part thereof is not carried out to their satisfaction.

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

The SBI shall modify the certificate of payments as issued by the Architect/Consultant from time to time while making the payment.

The contractor shall submit interim bills only after taking actual measurements and properly recorded in the M books.

~~The contractor shall not submit interim bills when the approximate value of work done by him is less than Rs 9 lacs and the minimum interval between two such bills shall be one month.~~

The final bill may be submitted by the contractor within a period of one month from the date of virtual completion and the Architect/Consultant shall issue the certificate of payment within a period of two months. The SBI shall pay the amount within a period of three months from the date of issue of certificate provided there is no dispute in respect of rates and quantities etc.

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

37.0 SETTLEMENT OF DISPUTES AND ARBITRATION:

Except where otherwise provided in the contract all questions and disputes relating 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, instruction, 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 consider 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 concerned **Assistant General 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 given 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 **Assistant General 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 the **Assistant General Manager**, in writing in the manner and within the time aforesaid.
- ii) **The Assistant General Manager**, shall give his decision in writing on the claims notified by the contractor. The contractor may within 30 days of the receipt of the decision of the **Assistant General Manager** submit his claims to the conciliating authority namely the **DGM (B&O)** for conciliation along with all detail and copies of correspondence exchanged between him and the **Assistant General Manager**.
- iii) If the conciliation proceedings are terminated without settlement of the disputes, the contractor shall, within a period of 30 days of termination thereof shall give a notice to the concerned **CHIEF GENERAL MANAGER**, of the Bank for appointment of an arbitrator to adjudicate the notified claims failing which the claims of the contractor shall be deemed to have been considered absolutely barred and waived.
- iv) Except where the decision has become final, binding and conclusive in terms of the contract, all disputes or differences arising out of the notified claims of the contractor as aforesaid and all claims of the Bank shall be referred for adjudication through arbitration by the Sole Arbitrator appointed by the **CHIEF GENERAL MANAGER**. It will also be no objection to any such appointment that the Arbitrator so appointed is a Bank Officer and that he had to deal with the matters to which the contract relates in the course of his duties as Bank Officer. If the arbitrator so appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever another sole arbitrator shall be appointed in the manner aforesaid by the said **CHIEF GENERAL MANAGER**. Such person shall be entitled to proceed with the reference from the stage at which it was left 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 statutory modification or reenactment thereof and the rules made there under.

It is also a term of this 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 Bank Officer.

It is also a term of this 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 arbitrator shall, if required to be paid before the award is made and published, be paid half and half by each of 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.

38.0 ROLE OF ARCHITECT / CONSULTANT

- 38.1. Architect/Consultant's duties are to design, control and supervise the works and to test any materials to be used or workmanship employed in connection with the works, quality control, project scheduling and monitoring and co-coordinating with all other agencies and Civil Contractor, checking of measurements, certification of bills, preparing extra deviation items, preparing minutes of meetings etc.
- 38.2 Wherever it is mandatory by law that the Architect / Consultant so appointed by the Bank shall be registered with the council of architecture/Competent Authority.
- 38.3 The Contractor shall afford the Architect/Consultant every facility and assistance for examining the works and materials and checking and measuring time and materials. The Architect/Consultant shall have no power to revoke, alter, enlarge, or relax any requirements of this Contract, or to sanction any day-work, additions, alterations, deviations or omissions unless such an authority may be specially confirmed by a written order of the Bank.
- 38.4 The Architect/Consultant shall act in consultation with the Bank regarding quality of works, interpretation of drawings, contract documents and finalize the selection of finishing materials. The Architect/Consultant shall check/ record the measurements made by Contractor's representative for all items of works and on completion hand over the records to the Bank.
- 38.5 The Architect/Consultant shall have the power to give notice to the Contractor or his Engineer In charge about the non-approval of any work or materials and such works shall be suspended or the use of such materials should be discontinued until the decision of the Architect / Consultant in consultation with Bank if required is obtained. The work will from time to time be visited by the Architect/Consultant / Bank but such examination shall not in any way exonerate the Contractor from the obligation to remedy any defects which may be found to exist at any stage of the work or after the same is completed. Subject to the limitations of this clause, the Contractor shall take instructions only from the Architect / Consultant as the case may be. In other words the contractors shall take total responsibility for the execution of work / items of work by using quality materials and providing best of workmanship to fulfill the true intent of the tender provision.
- 38.6 The Architect/Consultant shall have such other powers and discharge other functions as are specifically provided in this contract including such incidental or consequential powers or duties, subject always to such specific instructions or directions of the Bank, which shall be duly notified to the Contractor.
- 38.7 The Architect / consultant shall have right to take remuneration loss from the contractor's bill due to non working / completing work in time, & loss due to not clearance the site for other agencies in time. This amount has been deducted from contractor's final bill.

39.0 To define terms and explain plans

The various parts of the Contract are intended to be complementary to one another; but should any discrepancy appear, or any misunderstanding arise as to the import of anything contained

therein, the explanations of the Architect/Consultant shall be final and binding. The correction of any errors or omissions of the Drawings and Specifications may be made by the Architect/Consultant, when such correction is necessary to bring out clearly the intention, which is indicated by a reasonable interpretation of the drawings & Specifications as a whole.

40.0 Matters to be finally determined by the Architect / Consultant:

- 40.1 The Architect/Consultant's decision, opinion, direction, Certificates (except for payments) with respect to all or any of the matter under clauses explained above in condition of contract and the schedule of rates, hereof shall be final and conclusive and binding on the parties here to and shall be without appeal. Bank's instructions (if any), in this regard in case of any urgency, shall also be confirmed / vetted by the Architect/Consultant at the earliest possible.
- 40.2 Any of the decision, opinion, direction certificate, or valuation of the Architect or any refusal of the Architect to give any of the same shall be subject to the right of Arbitration and review in the same way in all respect (including the provision as to opening the reference) as if it were a decision of the Architect under the following clause.

41.0 Typographical or clerical errors:

The Architect/Consultant's clarifications regarding partially omitted particulars or Typographical or clerical errors shall be final and binding on the Contractor.

42.0 Site visits:

The Architect/Consultant /Bank shall visit the site from time to time at their discretion, or when expressly called upon to do so, to co-ordinate various activities and/or to answer such queries that may be posed at site as on drawings. The contractor / or his specified personal must attend these meetings. Any absence of contractor / his personal without prior notice will not be acceptable.

43.0 Address for service

All letters and Notices under or pursuant to these presents shall be hand delivered against acknowledgement or sent by Registered Post with Acknowledgement Due at the respective addresses mentioned below. Any change in the addresses shall be duly intimated by the concerned Party to all others.

Address of Bank:	Name & Address of Architect/Consultant
Regional Manager, SAO - 3, (RBO - 3), First Floor, SBI Bhavan, Ghod Dod Road, Surat. 395001	Nirmaan Architects & Interior Designer, C – 610, International Trade Center, (ITC) Beside Vishwakarma temple, Ring road, Majuragate, Surat. - 395 002. (Gujarat) Tel:0261:4001070, 2470770, 92274 40370

44.0 Water Supply

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

- That the water used by the Contractor shall be fit for construction purpose to the satisfaction of the Architect/Consultant.
- The Contractor shall make alternative arrangements for the supply of water if the arrangements made by the Contractor for procurement of water in the opinion of the Architect/Consultant is unsatisfactory.
- The Contractor shall construct temporary well/tube well in SBI land for taking water for construction purposes only after obtaining permission in writing from the SBI. The contractor has to make his own arrangements for drawing and distributing the water at his own cost. He has to make necessary arrangements. To avoid any accidents or damages caused due to

construction and subsequent maintenance of the wells. He has to obtain necessary approvals from the local authorities, if required at his own cost. He shall restore the ground to its original condition after wells are dismantled on completion of work or hand over the well to the SBI without any compensation as directed by the Architect/Consultant.

45.0 Power Supply:

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

- 45.1 The bank will not provide / make availability of lift / other means for transportation of goods / workers for floor to floor. The contractor has to arrange his own mean of transportation for this purpose with society's permission. Contractor can avail lift facility by paying society charges if available. Any security deposit / any other charges is levied by society for this purpose, the contractor has to pay it by himself. Bank will not pay any charges for it / take any responsibilities regarding this issue. If bank will get any complaint regarding using common areas / utilities without society's permission the bank will take actions on contractor for it. And if the bank has to pay any amount to society as aforesaid from any amount due or which may become due to the contractor, it will be recover the same as debt from the contractor. The contractor has to produce N.O.C from the society for payment of final bill.

46.0 Treasure trove etc. :

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

47.0 Method of measurements:

Unless otherwise mentioned in the schedule of quantities or in mode of measurement or elsewhere in these documents the measurement will be on the net quantities or work produced in accordance with up to date as per rules laid down by the Bureau of Indian Standards. In the event any dispute/disagreement the decision of the Architect/Consultant shall be final and binding on the contractor.

48.0 Maintenance of registers:

The contractor shall maintain the following registers as per the enclosed format at site of work and should produce the same for inspection of SBI/Architect/Consultant whenever desired by them. The contractor shall also maintain the records/registers as required by the local authorities/Government from time to time.

- i) Register for secured advance
- ii) Register for hindrance to work
- iii) Register for running account bill
- iv) Register for labor

49.0 Force Majeure:

- 44.1 Neither contractor nor SBI shall be considered in default in performance of their obligations if such performance is prevented or delayed by events such as but not to war, hostilities revolution, riots, FURNITURE commotion, strikes, lockout, conflagrations, epidemics, accidents, fire, storm, floods, droughts, earthquakes or ordinances or any act of god or for any other cause beyond the reasonable control of the party affected or prevented or delayed. However a notice is required to be given within 30 days from the happening of the event with complete details to the other party to the contract, if it is not possible to serve a notice, within the shortest possible period without delay.

- 44.2 As soon as the clause of force majeure has been removed the party whose ability to 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.
- 44.3 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 cause it and inability resulting there from having been removed, the agreed time of completion of the respective obligations under this agreement shall stand extended by a period equal to the period of delay occasioned by such events.
- 44.4 Should one or both parties be prevented from fulfilling the contractual obligations by a state of force major lasting to a period of 6 months or more the two parties shall each other to decide regarding the future execution of this agreement.

45.0 Local laws, Acts, Regulations:

The contractor shall strictly adhere to all prevailing labor laws inclusive of contract labor (regulation and abolition act of 1970) and other safety regulation. The contractor shall comply with the provision of all labor legislation including the latest requirements of all the Acts, Laws, any other regulations that are applicable to the execution of the project.

- i) Minimum Wages Act 1948 (Amended)
- ii) Payment of Wages Act 1936 (Amended)
- iii) Workmen's Compensation Act 1923 (Amended)
- iv) Contract labor regulation and abolition act 1970 and central rules 1971 (amended)
- v) Apprentice act 1961 (amended)
- vi) Industrial employment (standing order) Act 1946 (amended)
- vii) Personal injuries (compensation insurance) act 1963 and any other modifications
- viii) Employees' provident fund and miscellaneous provisions Act 1952 and amendment thereof
- ix) Shop and establishment Act
- x) Any other act or enactment relating thereto and rules framed there under from time to time.

46.0 Accidents: ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT

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

- 47.0 During the execution of work, if any damage shall occur to the works already done, either due to rain or any other circumstances, the same shall be rectified and made good to the entire satisfaction of the Architect/Consultant by the contractor at his costs and risks.
- 48.0 Testing of Material's etc.: The contractor at his own cost (without any extra cost to the Bank) shall arrange for the laboratory and/or field testing of materials and works as required by the architects/Bank.

SPECIAL CONDITIONS OF CONTRACT

Scope of Work: As defined & explained in these tender documents.

49.0 Dimensions and levels

All dimensions and levels shown on the drawings shall be verified by the contractor on 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 no 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.

50.0 Notice of operation:

The contractor shall not carry out any important operation without the consent in writing from the Architect/Consultant.

51.0 Construction records:

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

52.0 Safety of adjacent structures and trees

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

53.0 Temporary works:

Before any temporary works are commenced the contractor shall submit at least 7 days in advance to the Architect/Consultant for approval complete 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.

54.0 Temporary roads

The contractor shall provide access road to the site from the nearest main road at no extra cost and as directed by the Architect/Consultant. The contractor shall also be responsible for proper maintenance of this access road and would take all care to see that existing services, if any, are maintained in working order at his own cost. The laying and maintaining the temporary roads within the site area shall be the contractor's responsibility and the contractor shall take such measures that are necessary and as directed by the Architect/Consultant.

55.0 Water, power, and other facilities:

- a) The rate quoted by the contractor shall include all expenses that are required for providing all the water required for the work and the contractor shall make his own arrangements for the supply of good quality water suitable for the construction and good quality drinking 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 SBI 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 SBI 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 connections for construction purposes shall be borne by the contractor and charges payable for permanent connections, if any, shall be initially paid by the contractor and the 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 contractors to obtain the requisite permission from the various authorities, but the responsibility for obtaining the same in time shall be of the contractor.

56.0 Office accommodation

- a) The contractors shall provide and maintain all necessary offices, workshops, stores, shelters, sanitary facilities, canteens and other temporary structures for themselves in connections with the work at the site at their own cost after getting the approval from the Architect/ Consultant.
- b) A site office for the use of SBI/ the Architect/ Consultant shall be provided by the contractors at his own expenses.
- c) All temporary buildings and facilities as mentioned above shall be removed on completion of the work or at any other earlier date as directed by the contractors.

All the expenses for obtaining statutory approvals and maintenance of the above facilities as well as running expenses shall be borne by the contractor at no extra cost. It is also the responsibility of the contractor to obtain statutory approvals for providing the above facilities

57.0 Facilities for Contractor's employees:

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

58.0 Lighting of works:

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

59.0 Fire fighting arrangements:

- i) The contractor shall provide suitable arrangement for firefighting at his own cost. For this purpose he shall provide requisite number of fire extinguishers and adequate number of buckets, some of which are to be always kept filled with sand and some with water. These equipments shall be provided at suitable prominent and easily accessible places and shall be properly maintained.
- ii) Any deficiency in the fire safety or unsafe conditions shall be corrected the contractor at his own cost and to the approval of the relevant authorities. The contractor shall make the following arrangements at his own cost but not limited to the following.
- a) Proper handling, storage and disposal of combustible materials and waste.
 - b) Work operations which can create fire hazards
 - c) Access for firefighting equipments.
 - d) Type, number and location of containers for the removal of surplus materials and rubbish.
 - e) Type, size, number and location of fire extinguishers or other fire fighting equipments.
 - f) General housekeeping.

60.0 Site order book:

A site order book shall be maintained at the site for the purpose of quick communication with the Architect/ Consultant. Any communication relating to the works 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 triplicates and shall carefully maintained and preserved by the contractor and shall be made available to the Architect/ Consultant as and when demanded. Any instructions which the Architect/ Consultant may like to issue to the contractor or the contractors 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 acknowledgement and the second copy will be retained for their record.

61.0 Temporary fencing/ barricading

The contractor shall provide and maintain a suitable temporary fencing/ barricading and gates at his cost to adequately enclose all boundaries of the site for the protection of the public and for the proper execution and security of the work and in accordance with the requirement of the Architect/ 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.

62.0 Site meetings:

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

63.0 Disposal of refuse:

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

64.0 Contractor to verify site Measurements:

The contractor shall check and verify all site measurements wherever requested by other specialist contractors or other sub-contractors to enable them to prepare their own shop drawings and pass on the information with sufficient promptness as will not in any way delay the works.

65.0 Displaying the name of the work:

The contractor shall put up a name board of suitable size as directed by the Architect/ Consultant indicating 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.

66.0 Bar bending schedule:

The contractor shall prepare a detailed bar bending schedule for all reinforced concrete works and get them approved by the Architect/ Consultant well in advance.

67.0 As built drawings:

- i) For the drawings issued to the contractor by the Architect/ Consultant. The Architect/ Consultant will issue two sets of drawings to the contractor for the items for which some changes have been made from the approved drawings as instructed by the SBI/ the

Architect/ Consultant. The contractor will make the changes made on these copies and return these copies to the Architect/ Consultant for their approval. In case any 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 incorporate these corrections and/or attend to discrepancies either on the 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 drawings prepared by him wherever the changes are made by the SBI/ the 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.

68.0 Approved make:

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

69.0 Procurement of materials:

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

70.0 Excise duty, Taxes, Levies etc.

The contractor shall pay and be responsible for payment of all taxes, duties, levies, royalties, fees, cess or charges in respect of the works including but not limited to sale taxes, tax on works contract excise duty and octroi, payable in respect of material, equipments plant and other things required for the contract. All the aforesaid taxes, duties, levies, fees and charges shall be to the contractor's account and the SBI shall not be required to pay any additional or extra amount on this account. Variation of taxes, duties, 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 statue or law during the currency of the contract/work the same shall be borne by the contractor.

71.0 Compliance to Bank's/legal norms

71.1 Notices

- a) The Contractor shall give all notices and pay all fees and shall comply with all Acts and Regulations for the successful completion of the Contract works.

71.2 Authorities, notices, patents, rights & royalties

The Contractor shall conform to the provisions of all the statutes relating to the works, and to the Regulations and bye laws of any local Authority, and of any Water, Lighting, Electric supply, and of other Companies or Authorities with whose systems the structure is proposed to be connected, and shall before making any variation from the drawings or specifications that may be necessitated by so confirming, give to the Architect/Consultant written notice, specifying the variations proposed to be made and the reason for making it, and apply for instruction thereon. In case the Contractor shall not within 120 days receive such instructions, he shall proceed with the work conforming to the provision or Regulations or Byelaws in question.

- a) The Contractor shall bring to the attention of the Architect / Consultant all notices required by the said Acts, Regulations or Bye-laws to be given to any Authority by the Bank or the Architect/Consultant and pay to such Authority, or to any public Officer, all fees that may be properly chargeable in respect of the works, and lodge the receipts with the Architect/Consultant.
- b) The Contractor shall indemnify the Bank against all claims in respect of patent rights, design, trademarks of name or other protected rights in respect of any constructional site, machine work or material used for or in connection with the works or temporary works and against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect thereof or in relation thereto. The Contractor shall defend all actions arising from such claims, unless he has informed the Architect / Consultant before any such infringement and received their permission to proceed, and shall himself pay all royalties, license fees, damages, costs and charges of all and every sort that may be legally incurred in respect thereof. All statutory fees, deposits etc paid by the contractor for permanent works to be handed over to Bank which shall be reimbursed to him by the Bank against documentary proof.
- c) The Contractor shall assist and co-ordinate with the Architect /Consultant in obtaining all statutory approvals and/or amendments to such approvals as per the rules in force from Municipality and other local bodies. Any expenditure incurred in obtaining such approvals is deemed included in the rates quoted by the Contractor.

72.0 Notices to Local Bodies:

- a) The Contractor shall comply with and give all notices required under any law, rule, regulations, or byelaw of parliament, State Legislature or Local Authority relating to works. The Contractor shall before commencing the execution of work issue a certificate to the Bank/ Architect / Consultant that he has obtained all the permissions Registrations and give all the notices as are required to be obtained or given under law particularly blasting permission the Police permission etc.

73.0 MUNICIPAL REGULATIONS:

The whole of the work is to comply with the requirements and byelaws of the concerned Municipal Corporation and local bodies

74.0 Acceptance of tender:

The SBI shall have the right to reject any or all tenders without assigning any reason. They are not bound 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.

75.0 Defects after Virtual completion and defects liability period:

Any defect shrinkage, settlement or other faults which may appear within the “Defects Liability Period” which shall be as per NIT from the date of the virtual completion of the work, arising in the opinion of the Architect from materials or workmanship not in accordance with the contract, shall upon the direction in writing of the Architect , and within such reasonable time as shall be specified therein, be amended and made good by the contractor, at his own cost and in case of default then Bank may employ and pay other person /agency to amend and make good such defects, shrinkage, settlement or other faults, and all damages, loss, and expenses consequent thereon or incidental thereto shall be made good and borne by the contractor and such damage, loss and expenses shall be recoverable from him by the Bank or may be deducted by the Bank, upon the Architect’s certificate in writing, from any money due or may be deducted by the Bank, upon the Architect’s certificate in writing, from any money due or that may become due to the contractor, or the bank may in lieu of such

amending and marking good by the contractor deduct from any money due to the contractor a sum, to be determined by the Architect equivalent to the cost of amending such work and in the event of the amount retained under clause of GCC, hereof being insufficient, recover the balance from the contractor, together with any expenses the Bank may have incurred in connection therewith. Should any defective work have been done or material supplied by any sub-contractor employed on the works, who has been nominated or approved by the Architect as provided in clauses of GCC the contractor shall be liable to make good in the same manner as if such work or material has been done or supplied by the Contractor and been subject to the provisions of this Contract. The Contractor shall remain liable under the provisions of this Contract notwithstanding the signing of any Certificate or the passing of any accounts, by the Architect.

76.0 ANTI-TERMITE TREATMENT AND WATER PROOFING TREATMENT:

- a) Pre-construction soil treatment shall be carried out in co-ordination with the building work and shall be executed in such a manner that the civil works are not hampered or delayed by the anti-termite treatment. The treatment shall be carried out as detailed in IS: 6313 (Part III) latest revision. The water proofing treatment shall be type and specification as given in the schedule of quantities. The anti-termite and water proofing treatment shall be got done through specialized agencies only.
- b) The treatment against water-proofing of basement, roofs, water retaining area and termite infestation shall be and remain fully effective for a period of not less than 10 (ten) years to be reckoned from the date of expiring of the defect liability period , prescribed in the contract.
- c) The SBI reserves the right to get the quality of treatment checked in accordance with recognize test methods and in case it is found that the chemicals with the required concentration and rate of application have not been applied, or the water proof treatment is done as per specifications, the contractor will be required to do the re-treatment in accordance with the required concentration & specifications at no extra cost failing which no payment for such work will be made. The extent of work thus rejected shall be determined by the Architect.
- d) Water proofing and anti-termite termite treatment shall be got done through approved and specialized agencies only.
- e) The contractor shall make such arrangement as may be necessary to safe guard the workers and residents of the building against any poisonous effect of the chemicals used during the execution of the work.
- f) The contractor whose tender is accepted shall execute Free Maintenance Guarantee agreement Bond in the prescribed form as appended for guaranteeing the anti-termite and water proofing treatment.

77.0 During the execution of work, if any damage shall occur to the works already done, either due to rain or any other circumstances, the same shall be rectified and made good to the entire satisfaction of the Architect/Consultant by the contractor at his costs and risks.

78.0 Testing of Material's etc.:

The contractor at his own cost (without any extra cost to the Bank) shall arrange for the laboratory and/or field testing of materials and works as required by the architects/Bank.

ADDITIONAL CONDITIONS OF CONTRACT

Notwithstanding anything contained herein above the following ADDITIONAL CONDITIONS shall be applicable for this contract / work.

1.0 PRICE VARIATION ADJUSTMENT (PVA):

The rates quoted by the bidder shall remain firm throughout the contract / construction period. PVA & PVA Clause mentioned elsewhere in these documents shall not be applicable.

2.0 WORKING SCHEDULE / BAR CHART:

Detailed working date schedule and bar chart for the work shall be prepared by the contractor and got approved from the Bank / Architect. A detailed flow chart of activities highlighting curing, setting time / period, pot life period / predecessor, successor & critical activities etc. shall also be prepared by the contractor for effective management of work and also to make a realistic bar chart / working date schedule.

3.0 RATES:

It may be noted that it is an item rate contract. Rates accepted by the bank shall be for all levels/height and lead unless otherwise specified in the schedule of quantities and shall be inclusive of all man, labour, supervision, materials, tools, equipment, scaffoldings, water, electricity, taxes, insurances, arrangements, temporary works, over heads, collection & carting away & final disposal of rubbish & debris, regular cleaning of site etc. required to complete the works in all respect to the satisfaction of the architects / Bank and nothing additional or extra shall be paid on these accounts and / or on account of variation in rates / taxes and / or imposition of new tax / levy during currency of contract / work, except for the items, taxes, works etc. for which there is a specific mention for additional payment in these tender documents. The rates shall remain firm throughout the contract period.

4.0 BASIC RATE:

Wherever for any item of work basic rate of materials are specified, the materials of that basic rates as selected by the Bank/Architect at any commercial establishment/ seller of Ahmadabad or nearby centre, if such materials are not available at Ahmadabad, shall be procured and used by the contractor.

Basic rate of any material (Without processing) is the rate offered by seller against Bill and credit period not exceeding 15 days, including any applicable taxes ex-godown. Payments for procurement of materials shall be made by the contractor themselves.

If the basic rate of any material actually used for the work is more or less than the basic rate given in schedule of quantities, in that case adjustments in the rate admissible to the contractor shall be modified by adding or subtracting, as the case is, from the accepted tender rates an amount equivalent to difference in the basic rates plus 15 % of difference of the basic rate.

5.0 BRANDED / FINISHING ITEMS:

Branded items such as tiles, construction chemicals, hardware, sanitary wares and other finishing items shall be used as per the samples selected and approved by the architects / Bank from the brands/makes mentioned in the tender document. If the contractor intend to use an equivalent substitute than, they have to produce necessary documentary evidences establishing the equivalency to the satisfaction of the architect/Bank and shall use the same only after approval of the architect.

6.0 INSURANCE

The contractor shall keep the Bank indemnify from all the claims arising out of damage to workman/person & property of Bank and/or third party and the SBI shall have right to recover the

cost of such damages /claim from any amount due to the contractor. If the claim amount exceeds the amount due to be paid to the contractor, the contractor shall immediately pay such excess amount to the Bank. Decision of the Bank regarding determination of the amount of claim /damage shall be final & binding to the contractor. Being a short period work, the Bank may not be able to check or verify the various insurance policies required to be taken by the contractor and trust that the contractor has obtained all such policies.

7.0 SITE CONDITION & WORKING HOURS.

The tenderer must visit the site and acquaint themselves with the site conditions. It must be noted that the work is to be carried out in the functional branch without hindering the normal functioning of the Branch. The work shall generally be carried out on holidays or after Banking hours only.

The work is to be carried out in vacant premise; therefore the work shall be carried out day & night with prior permission from the society. Contractor must follow the rules and regulation of society and local authorities to work at night. **The Lift shall not be used by Contractor for any propose.**

The contractor has to work in coordination with the other contractors and daily/weekly schedule of working shall be prepared in consultation with the Architects/Banks. Regular updating / modification of such schedule shall be required.

For normal functioning of the Bank/Branch the contractor shall be required to shift the FURNITURE etc and/or relocate the existing and/or new loose and/or fix FURNITURE and/or any other item of works and/or any such materials at new location at times. The contractor shall carry out all such activities with utmost priority and without any additional/extra cost to the bank. The tenderer shall quote the rates inclusive of all such activities/works as may be required as per site conditions. The rates quoted by the tenderer shall be inclusive of all such temporary/semi-permanent works/activities.

8.0 GENERAL:

- (i) Source of materials / samples / brands / makes etc. shall be got approved from the Architects /Bank before using. In case of deviations, decision of the Bank shall be final and binding and shall not be open for arbitration.
- (ii) The Architects have their specific role/duties/rights as defined in these tender documents. However in the event of any dispute arising out of differences between the opinions of the Architects and also their role/duties/rights, the Banks' decision shall be final & binding on the Architects and the Contractor and shall not be open to arbitration.
- (vi) Any item mentioned in the BOQ with "TO THE SHAPE" will have measurement of onsite executed to the shape area only.
- (vii) The contractor's qualified & authorized representative shall remain on site during the entire execution process for coordination with various agencies/ Architect/Bank & execution of work
- (viii) Hidden measurement. It is contractor's responsibility to get the measurement checked immediately on completion of such items. This shall be done before finishing the same & before ceiling boarding done. The Architect shall be provided with such details well in advance so that the other work is not held up due to last moment action.
- (ix) MTC (Manufacturer Test certificate) Where ever applicable shall be arranged & submitted by the contractor.
- (x) Water & Electricity, if available, shall be provided by the Bank at one point with charges (NIT - point no. 18). However, if the water & electricity could not be provided by the Bank, the same shall be arranged by the contractor at their own cost within the quoted/accepted rate. Nothing extra shall be paid by the Bank on account of not providing the water & Electricity.

- (XI) Wherever the specifications are not specified in details the work shall be carried out as per CPWD specifications or Manufacturer's instructions or architects instructions depending upon the site conditions as directed by the Bank/ Architects
- (XII) The contractor shall produce the bills / challans / documentary evidences and proof in respect of genuineness of materials used by him when so ever asked/demanded by the Architects/Bank.

9.0 Preventive and Breakdown Maintenance during Warranty Period & AMC:

1. All the Air-conditioners covered in this contract have to be maintained as per the standards of the original manufacturing company during the warranty period as well as AMC
2. The warranty would be on-site and comprehensive in nature and back to back support from the OEM. The vendor will warrant all the spares against defects arising out of faulty design, materials and workmanship etc. during the period of warranty. After the Warranty period of newly installed AC units expire, then these units are to be maintained by the Contractor till the expiry period of AMC.
3. In case of AMC of the existing ACs, the contractor has to repair /service/ maintain the air conditioners under the AMC in as is where is condition when handed over to them under AMC.
4. All required tools and tackles (in good working condition) necessary for carrying out repair and maintenance works of Air Conditioners under AMC have to be provided by the vendor.
5. Professionally qualified personnel who have expertise in the AC supplied by the vendor will be permitted to undertake Preventive Maintenance/repair services during the period of warranty and AMC period.
6. During the term of the contract, the vendor will maintain the equipment in perfect working order and condition and for this purpose will provide the repairs and maintenance services as under:

Type of Service	Warranty Period	AMC
Preventive Maintenance	Every Quarter Every Quarter	Within 48 hours
Breakdown Maintenance	Within 48 hours of complaint	Complaint

Preventive maintenance:

The Vendor shall conduct the following activities under Preventive Maintenance once within first 90 days of the installation of new ACs and once in every quarter thereafter, during the currency of this agreement or on a day and time to be mutually agreed upon. Notwithstanding the foregoing, the Vendor recognizes Bank's operational needs and agrees that Bank shall have the right to require the Vendor to reschedule preventive maintenance from any scheduled time to a date and time not later than 15 working days thereafter.

Sr	Activity
1	Inspection of the AC – IDU and ODU for any abnormality in operation, sound etc
2	Testing the Performance of AC for desired cooling
3	Testing of Gas pressure if necessary and check for any leakages near the check nut etc or diagnose any other fault
4	Checking of current consumption
5	Remove the filter, water service and fix it back after drying

6	Clean the drain tray and drain pipe and remove any choke for free flow of drain water
7	Clean the Evaporator with brush and remove the dirt/dust. Check for any fungus formation or bad smell and wash it with chemical, if required.
8	Lubricating /greasing of all Fans
9	Water washing of Condenser Coil
10	Topping of Refrigerant gas, if required
11	Check the swing motor functions and rectify, if required
12	In addition to the above, any other activity to ensure trouble free operation of AC
13.	Check the temperature setting and operation mode and advise the Branch on the optimum operation levels

This comprehensive Contract includes replacement of all faulty spares. Some of the spare parts are listed as under:

Compressors	Starting Capacitors
Fan Motors	Running Capacitors
Built – in Timer kit	Relays, Thermostats
Selector switches	Fan Capacitors
Contactors (Power / Control)	Gas charging
Micro Swing Motors	Fan blades
Electronic Control Circuitries	Air-Filters
Remote Control Units	Condenser Coils
External Electronic / Analog time switches for timed running of A.C's	Stabilizers
Outdoor unit mounting frames	Cabling from IDU to ODU
Parts of indoor / Outdoor unit enclosures	Existing copper piping from IDU to ODU
Display unit in AC	Existing drain piping from IDU to drain point

Note: The above list is only indicative. However, any parts which are not mentioned in the Tender Schedule of this Contract but required for the smooth and trouble free operation of the AC equipment are also required to be rectified or replaced within the scope of this contract.

10.0 Working Hours for Repair and Maintenance:

All activities under the scope of the contract shall be undertaken during working hours i.e. from 10.00 A.M. to 6.00 P.M. on all working days (viz. Monday to Saturday). In case any defects, faults and failures in the AC could not be repaired or rectified during the said period, the technicians are required to accomplish their duties beyond the said schedules in case of any situation, if it warrants.

11.0 Replacement of Spare parts:

The required spares shall be kept as stock with the vendor for readily replacing the faulty spares, without loss of time or delay. In cases where unserviceable parts of the equipment need replacement, the vendor shall replace such parts, at no extra cost to the Bank, with brand new parts or those equivalent to new parts in performance. Any worn or defective parts withdrawn from the equipment and replaced by the vendor during the warranty period shall become the property of the vendor and the parts replacing the withdrawn parts shall become the property of Bank.

Defective spares compressors / condensers are to be replaced with new compressors / condensers and repairing of the old compressors is not permitted. Whenever new compressors / condensers are

used, the Contractor has to produce original invoice and Warranty Card of the new Compressor/ condenser if demanded by the Bank. The compressor/ condenser being replaced should match with the original star rating of the air conditioner.

Only original spare parts/quality approved by the Bank will be permitted to be used for the maintenance during the AMC Period. If duplicate, refurbished or second hand parts are used by the vendor during the AMC, the contract shall be cancelled immediately without any notice period.

It is the responsibility of the Contractor to accurately specify the damaged spare parts to the Bank and to rectification of the fault in A.C under maintenance.

11.0 Response Time on receiving the complaint:

The maximum response time i.e. time required for Vendor's maintenance technicians to report to the Bank after a request call / fax /e-mail is made or letter is written by Bank shall not exceed 48 hours.

1 Apart from regular letter communications, all telephonic/E-mail or Whatsapp communications from Bank are to be treated as formal communication for all practical purposes.

Escalation Matrix: The mobile number, land line number and email ID of the Contractor/Supervisor/Help desk to whom the complaints have to be reported and that of Top Management level is to be provided to Bank for communication purpose. Any change in numbers shall be advised then and there to the Bank.

Time taken for Repairs / Rectification: In case of Minor technical problems same are to be rectified within 3 hours of diagnosing of fault. In case of major technical problems, the same are to be rectified within 24 hours of identifying the problem. In the event of the equipment not being repaired or a workable solution not provided during Warranty period and the AMC period, a penalty as per the penalty clause will be charged to vendor. The vendor may provide temporary equivalent replacement as a workable solution to avoid the above penalty.

Insurance for the Workmen: The technicians deployed under AMC are to be covered by insurance under Workman Compensation Policy through reputed Insurance Companies during the AMC Period. If demanded, Copies of the Insurance Policies are to be submitted to the Bank by the vendor.

Bank is not responsible for any loss of life, damage, injury to the technicians while undertaking the Maintenance activity under AMC contract or during the installation of new AC units. Vendor to ensure that all safety protocols are strictly followed while execution of the work. Vendor shall indemnify the Bank against any claims, damages, compensation for such losses.

12.0 Increase / Decrease of ACs:

If Bank decides that the additional number of air-conditioners other than the quantity mentioned in the tender are to be maintained by the Contractor, the contractor shall agree and maintain the ACs till the expiry period of AMC as per the same terms and conditions of the Contract. Proportionate amount of AMC shall be paid by the Bank for the same.

If any units covered under these AMC are removed/dismantled/shifted from this location to another location, the Contract amount as per the unit rate of the Tender will be revised and suitable deductions made from the AMC bills.

Other: The Bank has installed its own transformer for the site premises, hence the power supply is stable and is well regulated. The bank will not admit any claim from the contractor that the

fault/damage is caused due to quality of power supply and it will not absolve the responsibility of the contractor in rectifying the fault.

The successful Vendor has to rectify the faults or repairs to the AC machines arising due to rat bites also free of cost within the scope of the contract. Vendor should also analyze the site conditions and take efforts to secure the AC equipment from the rodent bites by proper wrapping of the critical components with suitable glass wool packing or any other material and closing the opening made for the AC piping & drains properly to avoid rodent entry.

Details of important programs / functions of the Bank such as Conference, Review Meeting, VVIP functions etc that may be held in the Office will be informed to the contractor and they should assist the Bank in maintaining smooth running of the air-conditioners on that day without failure even if they are held on Bank Holidays. Non-attendance of the technicians on such a day will attract penalty at the discretion of the Bank.

All security and safety regulations and guidelines as per the applicable law are to be followed. All guidelines/directions of Bank's Security Section must be followed.

13.0 Complaint / Service / Breakdown Register:

The Bank shall maintain a register at its site in which, the Bank's AC operator / Electrician or any other person identified by Bank shall record each event of failure and / malfunction of the ACs. The Vendor's technician shall enter the details of the air conditioners serviced/ maintained / repaired by him in this register. Additionally, every time a preventive or corrective maintenance is carried out, the Vendor's engineer shall make, in duplicate, a Service call report which shall be signed by him and thereafter countersigned by the Bank's official. One copy of the Service call report shall be handed over to the Bank's official. Spares taken outside the premises also to be recorded with serial number of spare and in and out date and time. The Vendor shall provide replacement equipment if any equipment is out of the premises for repairs.

14.0 SHIFTING THE AC TO NEW LOCATION OR BRANCH: DESIGNER - PROJECT CONSULTANT

If Bank desires to shift the AC to a new location/floor or department in the same premises or to another branch/office and install it thereof urgently, the Bank shall bear the charges for such shifting and the vendor shall dismantle and reinstall the AC as desired. The terms of this agreement, after such shifting to the alternate site and reinstallation thereof would continue to apply and binding on the vendor. The warranty terms would not be considered as violated due to the above shifting. The vendor, would not unreasonably assume that the causes lie with the shifting activity.

Safety Code:

The Contractor should follow the following General safety Guidelines while executing the work

1. All safety appliances like Safety shoes, Safety gloves, Safety helmet, Safety belt, Safety goggles etc. shall be arranged before starting the job
2. All personnel at site should be provided with Helmets and Safety Boots with some identification Mark. Visitors also should be provided with helmets. It should be ensured that these are used properly.
3. No children or physically challenged persons shall be allowed to enter the workplace and shall not be utilized for any service during execution of the work.
4. First Aid Box should be kept at site with all requisite materials appliances including adequate supply of sterilized dressing and cotton wool shall be kept in a readily accessible place.
5. An injured person shall be taken to a public hospital without loss of time, in cases when the injury necessitates hospitalization.
6. Proper eye washing facilities shall be made in areas where chemicals are handled.
7. Smoking is strictly prohibited at workplace
8. No one is allowed to work at or more than three meters height without wearing safety belt and anchoring the lanyard of safety belt to firm support preferably at shoulder level. Chinstrap of safety helmet shall be always on and safety boot is worn. one should be allowed to inspect / work at a height without safety belt.
9. Preferably the work shall be carried out during the daytime. However, adequate illumination at workplace shall be ensured in case any work is carried out at night.
10. Usage of eye protection equipment shall be ensured when workmen are engaged for grinding, chipping, welding and gas-cutting. For other jobs eye protection has to be provided as per the need.
11. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from the ground.
12. Ladders being used at site shall be adequately secured at bottom and top. Ladders shall not be used as work platforms. 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 running's shall not be more than 30 cm. When a ladder is used an extra labour shall be engaged for holding ladder.
13. Debris, scrap and other materials to be cleared from time to time from the workplace and at the time of closing of work every day. Dismantled Material shall not be thrown from the height and shall be properly disposed off to prevent any injury to public/staff.

14. 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.
15. Excavated pits for earthing, cable laying shall be barricaded till the backfilling is done. Safe approach to be ensured into every excavation.
16. 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.
17. No floor, roof or other part of the structure shall be so overloaded with debris or material as to render it unsafe.
18. All electrical connections shall be made using 3 or 5 core cables, having a earth wire. Other than electricians no one is allowed to carry out electrical connections, repairs on electrical equipment or other jobs related thereto.
19. Inserting of bare wires for tapping the power from electrical sockets is completely prohibited and plug tops of suitable capacity only shall be used. Tapping of power by cutting electric cables in between must be avoided. Proper junction boxes must be used.
20. Clamps shall be used on Return cables to ensure proper earthing for welding works.
21. All the dangerous moving parts of the portable / fixed machinery being used shall be adequately guarded.
22. All the Gas cutting, sharp tools, flammable materials and tackles shall be stored properly and safely when not in use.
23. All the unsafe conditions, unsafe acts identified by contractors, reported by SBI/ to be corrected on priority basis.
24. 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.
25. All the pressure gauges used in gas cutting apparatus shall be in good working condition and in case of any leakages, the same shall not be used. Those engaged in welding works shall be provided with welders' protective eye shield and gloves. Connectors and hose clamps are used for making welding hose connections.
26. (i) No paint containing lead or lead products shall be used except in the form of paste readymade paint.
(ii) Suitable face masks 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.
27. 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.
28. Hoisting machines and tackle used in the works including their attachments anchor and supports shall be in perfect condition.

29. 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.
30. Suitable scaffolds should be provided for workmen for all works that cannot safely be done from the ground, or from solid construction except such short period work as can be done safely from ladders. When a ladder is used an extra Masdoor shall be engaged for holding the ladder and if the ladder is used for carrying materials as well as suitable footholds and handholds shall be provided on the ladder and the ladder shall be given an inclination not steeper than $\frac{1}{4}$ to 1 ($\frac{1}{4}$ horizontal and 1 vertical).
31. Scaffolding or staging more than 3.5 meters above the ground or floors, swung or suspended from an overhead support or erected with stationary support shall have a guard rail properly attached, bolted, braced and otherwise secured at least 1 meter high above the floor or platform of such scaffolding or staging and extending along the entire length of the outside and ends thereof with only such openings as may be necessary for the delivery of materials. Such scaffolding or staging shall be so fastened as to prevent it from swaying from the building or structure.
32. Working platforms, Gangways, and Stairways should be so constructed that they do not sag unduly or unequally, and if the height of the platform or the Gangway or the Stairway is more than 3-5 meters above ground level or floor level they should be closely boarded, should have adequate width and should be suitably fenced, as described.
33. Safe means of access shall be provided to all working platform and other working places. Every ladder shall be securely fixed. No portable single ladder shall be over 9 Meters in length while the width between side rails in rung ladder shall in no case be less than 30cms for ladder upto and including 9 Meters in length. For longer ladders this width should be increased at least 6mm for each additional 30cms. Uniform step spacing shall not exceed 30cms.
34. Adequate precautions shall be taken to prevent danger from electrical equipments. For electrical on line work gloves, rubber mats, and rubber shoes shall be used.
35. All trenches 1.2 Meters or more in depth shall at all times be supplied with at least one ladder for each 30 meters length or fraction thereof. Ladder shall be extended from bottom of the trench to at least 1 Meter above the surface of the ground. The sides of the trenches, which are 1.5 meters or more in depth shall be stepped back to give suitable slope, or securely held by timber bracing, so as to avoid the danger of sides collapsing. The excavated materials shall not be placed within 1.5 Meters of the edge of the trench or half of the depth of the trench whichever is more. Cuttings shall be done from top to bottom. Under no circumstances undermining or under cutting shall be done.
36. Before any demolition work is commenced and also during the process of the work:-
- (a) All roads and open areas adjacent to the work site shall either be closed or suitably protected;
 - (b) No electrical cable or apparatus which is liable to be a source of danger over a cable or apparatus used by the operator shall remain electrically charged.

- (c) All practical steps shall be taken to prevent danger to persons employed from risk of fire or explosion or flooding. No floor, roof or other part of the building shall be so overloaded with debris or materials as to render it unsafe.
 - (d) All necessary personal safety equipment as considered adequate by the site Engineer should be kept available for the use of the persons employed on the site and maintained in a condition suitable for immediate use; and the contractor should take adequate steps to ensure proper use of equipment by those concerned.
 - (e) Workers employed on mixing Asphaltic materials, Cement and lime mortars shall be provided with protective footwear and protective goggles.
 - (f) Those engaged in white washing and mixing or stacking of cement bags or any material which is injurious to the eyes shall be provided with protective goggles.
 - (g) Those engaged in welding works shall be provided with Welder's protective eye-shields.
 - (h) Stone breakers shall be provided with protective goggles and protective clothing and seated at sufficiently safe intervals.
 - (i) When workers are employed in sewers and manholes, which are in use, the contractor shall ensure that the manhole covers are opened and are ventilated at least for an hour before the workers are allowed to get into the manholes so opened shall be cordoned off with suitable railing and provided with warning signals and boards to prevent accident to the public.
37. Use of hoisting machines and tackle including their attachments, anchorage and support shall conform to the following standard or conditions:-
- (a) These shall be of good mechanical construction, sound material and adequate strength and free from patent defect and shall be kept in good repairs and in good working order.
 - (b) Every rope used in hoisting or lowering materials or as a means of suspension shall be of durable quality and adequate strength, and free from patent defects.
 - (c) Every crane driver or hoisting appliance operator shall be properly qualified and no person under the age of 21 years should be in-charge of any hoisting machine including any scaffold, winch or give signals to the operator.
 - (d) In case of every hoisting machine and of every chain ring hook, shackle swivel and pulley block used in hoisting or lowering or as means of suspension the safe working load shall be ascertained by adequate means.
 - (e) Every hoisting machine and all gear referred to above shall be plainly marked with the safe working load. In case of hoisting machine having a variable safe working load, each safe working load of the conditions under which it is applicable shall be clearly indicated. No part of any machine or of any gear referred to above in this paragraph shall be loaded beyond the safe working load except for the purpose of testing.
 - (f) Motor, gearing, Transmission, Electric wiring and other dangerous parts of hoisting appliances should be provided with efficient safeguards, hoisting appliances should

be provided with such means as will reduce to the minimum the risk of accidental descent of the load, adequate precautions should be taken to reduce to the minimum the risk of any part of a suspended load becoming accidentally displaced.

- (g) When workers are employed on electrical installation, which are already energized, insulating mats, wearing apparel such as gloves, sleeves, and boots as may be necessary should be provided. The workers should not wear any rings, watches and carry keys or other materials, which are good conductors of electricity.
38. All scaffolds, ladders and other safety devices, mentioned or described herein shall be maintained in safe condition and no scaffold, ladder or equipment shall be altered or removed while it is in use. Adequate washing facilities shall be provided at or near places of work.
39. (i) These and all other necessary safety provisions should be brought to the notice of all concerned by display on a notice board at a prominent place at work spot. The person responsible for compliance of the safety code shall be named therein by the contractor.
- (i) To ensure effective enforcement of the rules and regulations relating to safety precautions the arrangements made by the contractor shall be open to inspection by the labor officer, Engineers of the Department or their representatives.
 - (ii) Notwithstanding the above clauses, there is nothing in these to exempt the contractor from the operations of any other Act or rule in force in the Republic of India.

SCAFFOLDS

- i) Suitable double type steel H frame scaffolds or suitable alternative arrangements shall be provided for workmen for all works that cannot be done safely from the ground, or from solid construction except in the case of short duration work which can be done safely from ladders. When a ladder is used, it shall be of rigid construction made either of good quality wood or steel. The steps shall have a minimum width of 450 mm and a maximum rise of 300mm. Suitable hand holds of good quality wood or steel shall be provided and the ladder shall be given an inclination not steeper than $\frac{1}{4}$ to $1\frac{1}{4}$ horizontal and 1 vertical).
- ii) Scaffolding or staging more than 4 m above the ground floor, swung or suspended from an overhead support or erected with a stationary support shall have a guard rail properly bolted, braced or otherwise secured, at least 1 m above the floor or platform of such scaffolding or staging and extending along the entire length of the outside and ends thereof with only such openings as may be necessary for the delivery of materials. Such scaffolding or staging shall be so fastened so as to prevent it from swaying from the building or structure.
- iii) Moving or Suspended type scaffolding specifications: Instead of Double type H frame steel scaffolding, if any Contractor desires to use suspended type of scaffolding or any other type of arrangement, they may do so but it should be supported by the full specifications, methodology and other relevant details in order to study and approve the same by the Consultant. No such arrangement of scaffolding will be altered unless the same is approved by the Consultant / Bank.

- iv) Working platforms, gangways and stairways shall be so constructed that they do not sag unduly or unequally and if the height of the platform, gangway or stairway is more than 4 m above ground level or floor level, they shall be closely boarded and shall have adequate width and be suitably fenced as described in (ii) above.
- v) Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be 1m.
Wherever there are open excavations in ground, they shall be fenced off by suitable railing and danger signals installed at night so as prevent persons slipping into the excavations.
- vi) Safe means of access shall be provided to all working places. Every ladder shall be securely fixed. No portable single ladder shall be over 9m in length while the width between side rails in rung ladder shall in no case, be less than 290mm or for ladder up to and including 3m in length. For longer ladders the width shall be increases at least 20mm for each additional meter of length.

OTHER SAFETY MEASURES

- i) All personnel of the contractor working within the plant site shall be provided with safety helmets. The welder's goggles while welding works and all metal workers shall be provided with safety gloves. Persons employed in metal cutting and grinding shall wear safety glasses. For polymer application suitable hand gloves and other safety equipment / devices shall be provided.
- ii) Adequate precautions shall be taken to prevent danger from electrical equipment. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or the public.

EXCAVATIONS & TRENCHING

- i) All trenches, 1.25 m or more in depth shall at all times be supplied with at least one ladder each 3 m in length or fraction thereof. The ladder shall be extended from bottom of the trench to at least 1 m above the surface of the Ground, Sides of trenches which are 1.5 m or more in depth shall be stepped back to give suitable slope or securely held by timber bracing so as to avoid the danger of sides collapsing. The excavated materials shall not be placed within 1.5m of the edges of the trench or half of the depth of the trench whichever is more. Undercutting shall be done.
- ii) The Contractor shall take all measures on the site of the work to protect the public from accidents and shall be bound to bear the expenses of defense of every suit, action or other proceedings at law that may be brought by any persons for injury sustained owing to neglect of the above precautions and to any such persons or which may with the consent of the contractor, be paid to compromise any claim by any such person.

DEMOLITION.

- i) Before any demolitions / chiseling / breaking work is commenced and also During the process of the work:

- a) All roads, open areas adjacent to the work site shall be suitably protected as directed by providing covered sturdy shed for thoroughfare of the staff, customers and public.
- b) No electric cable or apparatus which is liable to be a source of danger over a cable or apparatus used by the operator shall remain electrically charged.
- c) All practical steps shall be taken to prevent danger to persons employed from the risk of fire or explosion or flooding. No floor, roof or other part of the building shall be so overloaded with debris or materials as to render it unsafe.

PERSONNEL SAFETY EQUIPMENTS.

- i) All necessary personal safety equipment as considered adequate by the Engineer should be kept available for the use of the person employed on the site and maintain in a condition suitable for immediate use and the contractor should take adequate steps to ensure proper use of equipment by those concerned.
- a) Workers employed on mixing asphaltic materials, Cement and Chemicals/ Polymer shall be provided with protective footwear, goggles and hand groves as per the requirements etc.
- b) Those engaged in white washing and mixing or stacking of cement Bags or any materials shall be provided with protective goggles.
- c) Those engaged in welding works shall be provided with welder's Protective eyesight lids.
- d) Stone breakers shall be provided with protective goggles and protective clothing and seated at sufficiently safe intervals.
- e) When workers are employed in sewers and manholes, which are in use, the contractor shall ensure that the manhole covers are opened and are ventilated at least for an hour before the workers are allowed to get into manholes and the manholes so opened shall be cordoned off with suitable railing and provided with warning signals or boards to prevent accident to the public.
- f) The contractor shall not employ men below the age of 18 years and women on the work of painting with products containing lead in any form, Where ever men above the age of 18 are employed, on the work of lead painting the following precautions should be taken:
 - i. No paint containing lead or lead products shall be used except in the form of paste or readymade paint.
 - ii. Suitable face masks should be supplied for use by the workers when paint is applied in the form of spray or a surface having lead paint dry rubbed and scraped.
 - iii. Overalls shall be supplied by the contractor t the workmen and adequate facilities shall be provided to enable the working painters to wash during the cessation of work.
 - iv. When the work is done near any public place where is risk of drawings all necessary equipments should be provided and kept ready for use and all necessary steps taken for prompt rescue of any person in danger and adequate provision should be made for prompt first aid treatment of all injuries likely to be sustained during the course of the work.

(G) INJURY TO OR DEATH OF A PERSON

The Contractor shall be liable for and shall, indemnify the Employer against any expense, liability, loss, claim or proceedings whatsoever arising under any statute or at Common Law in respect of personal injury to or death of any person whomsoever arising out of or in the course of or caused by the carrying out of the Works.

APPENDIX HEREIN BEFORE REFERRED TO

- 1 Name of the organization Offering Contract : Regional Manager, SAO - 3, (RBO - 3),
First Floor, SBI Bhavan,
Ghod Dod Road, Surat. 395001
- 2 Consultants : **Nirmaan Architects & Interior Designer**
- 3 Site Address : OF SBI UMARPADA BRANCH (11042), SAO - 3,
SURAT at SHOP NO G - 3 TO 5, SUNDARAM
APARTMENT, OPP. MAHADEV PETROL PUMP,
UMARPADA KEVDI ROAD, UMARPADA - 394445
(DIST : SURAT)
- 4 Scope of Work: : Proposed AIR CONDITIONING & ALLIED works for
SBI UMARPADA BRANCH (11042), SAO - 3, SURAT.
- 5 Name of the Contractor :

- 6 Address of the Contractor :

- 7 Period of Completion : 30 days from the date of Issue of work order.
- 8 Earnest Money Deposit : **Rs. 4,400/- (OR Valid MSME UDHYAM certificate)**
- 9 Retention Money : As per clause no.1d. of general Conditions
- 10 Defects Liability Period : Twelve Months from the date of Virtual
Completion
- 11 Insurance to be undertaken by the Contractor at his cost (Contractor's all risk policy) 125% of Contract Value
- 12 Liquidated damages : 0.5% of the Contract amount shown in the tender
per week subject to max. 5% of the contract value
or actual final bill value
- 13 Value of Interim Bill (Min.) : No Interim payment will be paid

- 14 Date of Commencement : From the date of work order issued to the Contractor/ or the day on which the Contractor is instructed to take possession of the site whichever is earlier.
- 15 Period of Final Measurement : 2 Months from the date of Virtual completion.
- 16 Initial Security Deposit : 2% of the Accepted Value of the Tender.
- 17 Total Security Deposit : 5% of the final bill amount including ISD
- 18 Additional security Deposit : If the quoted amount is 7.5% below than the estimated amount, an Additional security deposit (ASD / APG) shall be paid by the lowest bidder. (difference amount between 92.5% of estimated amount and final quoted amount by the lowest bidder)
- 19 Refund of initial Security Deposit comprising of EMD and ISD : 50% of the Security Deposit shall be refunded to the Contractor on completion of the work and balance refunded only after the Defect Liability Period is over.
- 20 Period for Honoring Certificate : One Month for R. A. Bills
- 21 The final bill will be submitted by the Contractor within one month of the date fixed for completion work and the Bill shall be Certified within 3 months from the date of receipt of final bill provided the bills are submitted with all pre-requisite documents/test reports etc. prescribed in the tender.

Signature of Tenderers.

Date:

LETTER OF DECLARATION

To,
Regional Manager, SAO - 3, (RBO - 3),
First Floor, Admin office,
SBI Bhavan, Opp Panjrapole,
Ghod Dod Road, Surat. 395001

PROPOSED FURNISHING WORKS FOR OF SBI UMARPADA BRANCH (11042), SAO - 3, SURAT at SHOP NO G - 3 TO 5, SUNDARAM APARTMENT, OPP. MAHADEV PETROL PUMP, UMARPADA KEVDI ROAD, UMARPADA - 394445 (DIST : SURAT)

Having examined the terms & conditions, drawings, specifications, design 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 and affecting the quotation, I/We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum on the item rate basis mentioned in the attached schedule and in accordance in all respect with the specifications, design, drawings and instructions in writing referred to in conditions of Tender, the articles of agreement, conditions of contract and with such conditions so far as they may be applicable.

MEMORANDUM

(a)	Description of work	Proposed AIR CONDITIONING works at SBI UMARPADA BRANCH (11042), SAO - 3, SURAT at SHOP NO G - 3 TO 5, SUNDARAM APARTMENT, OPP. MAHADEV PETROL PUMP, UMARPADA KEVDI ROAD, UMARPADA - 394445 (DIST : SURAT)
(b)	Earnest Money	Rs. 4,400 by means of Demand Draft / Pay Order (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 State Bank of India, payable at SURAT. [Those registered with MSME-UDYAM need not submitted EMD. Instead DD, Valid MSME UDHYAM certificate shall be uploaded]
(c)	Time allowed for completion of work from the date of issue of work order.	30 days from the date of commencement as per tender.

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 they may be applicable or in default thereof to forfeit and pay to SBI, the amount mentioned in the said conditions.

Should I / We fail to execute the Contract when called upon to do so I/ We do hereby agree that suitable action shall be initiated against us by SBI. This may also include debarring of my empanelment for an year or so.

We understand that as per terms of this tender, the SBI may consider accepting our tender in part or whole or may entrust the work of various jobs/ works proposed (i.e. piping work, cabling work, drain pipe work, supply of machines work, servicing of existing work etc) in phases. we also understood that the bank have right to add extra quantity in any work or remove certain items

from proposed work.

We, therefore, undertake that we shall not raise any claim/compensation in the eventuality of Bank deciding to drop or adding any of the work (proposed in tender documents) 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 as per L-1 rates/standard rates accepted by us/on our approved rates and within the stipulated time limit without any extra claim for price escalation as provided for in Clause 9.0.1 "Instructions to Tenderers" of this tender.

We undertake that we will submit the additional security deposit / performance guarantee as per mentioned in tender documents.

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.

Yours faithfully,

Signature of contractor With Seal



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PROFORMA FOR RUNNING A/C BILL
TABLE - XIII

- i. Name of Contractor/ Agency :
- ii. Name of Work :
- iii. Sr. 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		Up to Previous R.A. Bill		Up to Date (Gross)		Present Bill		Remarks
				Qty	Amount (Rs.)	Qty	Amount (Rs.)	Qty	Amount (Rs.)	Qty	Amount (Rs.)	
1	2	3	4	5	6	7	8	9	10	11	12	13

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Note:

1.	If part rate is allowed for any items, it should be indicated with reasons for allowing such a rate.	<div>_____</div> <div>_____</div>
2.	If ad-hoc payment is made, it should be mentioned specifically.	Net Value since previous bill

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 of Contractor and date	Signature of Architects Representative and date with (Seal)	Signature of Site Engineer and date

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


 ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT -----	-----
Architect	Signature of Site Engineer and date

TABLE - XV

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..... |

OBJECTIONS:

- | | | |
|------|---|---------|
| i) | Secured Advance paid in the previous R/A | Rs..... |
| ii) | Retention money on value of works as per accepted tenders up to date amount Rs. | Rs..... |
| | Less already recovered | Rs..... |
| | Balance to be recovered | Rs..... |
| iii) | Mobilization Advance, if any | Rs..... |
| (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..... |

The bill amount to Rs. ----- (both figures and words) has been scrutinized by us after due checking of the measurements of work as required and is recommended for payment.

Date: -----

Signature of Architect
with Seal

The bill amount to Rs.-----certified by Consultants has been scrutinized by me after due test checking of measurements of works as required and is recommended for payment for an amount of Rs.....

Date : -----

Signature of Banks/ SBI Engineer

STATUTORY DEDUCTION:

i)	Total Amount due (E)	Rs. -----
ii)	Less I.T. Payable	Rs. -----
iii)	Less S.T. Payable	Rs. -----
	Net Payable	Rs. -----

This figures given in the Memorandum for payable has been verified and bill passed for payment ----- (in words and figures)

Date:-----

Signature of the CM (GB)



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ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT

Technical specifications

1.0 INSTALLATION OF AIR CONDITIONERS:

- 1.1 The Contractor shall carry out and complete the AC installation work as per standard specifications / as stipulated in this contract and OEM's recommendations and to the satisfaction of the Bank . The Bank with approval of Bank issue further written instructions, detailed directions and explanations with respect to the specifications, quality or quantity of works or the addition or omission or substitution of any work.

2.0 SPLIT TYPE ACs:

- 2.1 Wherever split A.C. are planned in the new buildings, necessary openings in wall may be provided by use of 75 mm PVC pipe sleeves at suitable locations for taking refrigerant pipes and cable to outdoor unit, so as to avoid unnecessary cutting / damage to walls at a later stage. The slope of sleeve of PVC pipe should be towards exterior to avoid seepage of water into the room. This opening should be sealed properly after installation to avoid entry of vermin, rodents and rain water.
- 2.2 If the Split ACs are installed in the existing buildings, the opening shall be made with suitable drilling equipment with slope towards the exterior wall side for free flow of drain water and avoid seepage of rain water inside. The opening shall be packed with glass wool and finished with cement to avoid entry of rodents through the opening.
- 2.3 For condensate drain, 25/32/40 mm PVC/ HDPE pipe be provided as per the site condition and taken to nearest drain or up to the stack for collection & disposal of condensate. The slope of such pipe also should be downwards. As far as possible, joints should be avoided in this pipe.
- 2.4 The length of connecting refrigerant pipes between outdoor and indoor unit be kept to minimum feasible at site. However, it should not exceed 9 m, as the efficiency of the unit gets severely affected on increase of distance. Where the OEM specifies more than 9m for the specific model being used, the refrigerant pipe may be increased.
- 2.5 The refrigerant pipes should be taken along the walls/ columns etc. duly clamped to their surface by saddles. If walls etc. are not available, tray be used to support the refrigerant pipes. No opening shall be made in the concrete roof to run the refrigerant pipe to avoid damage to the water proofing and leakage of water from the terrace. Where bending of refrigerant pipes is required, proper pipe bending tool should be used to avoid pinching of pipes.
- 2.6 The refrigerant pipes should be properly insulated as per the recommendations of the manufacturer of split type AC units. The insulation over refrigerant pipes be examined once in a year and in case of any deficiency/ defect the same may be replaced as a part of AMC.
- 2.7 The indoor unit shall be fixed on the wall or partition as per the direction/ instructions of the Bank. Care should be taken while fixing on the partition to ensure the holding capacity of the partition, to avoid the IDU from falling and getting damaged or causing injury. The installation of IDU shall be done in such a way to add to the ambience of the Branch. It shall be firmly fixed on the wall / partition.
- 2.8 The ODU shall be fixed in the external wall or in the terrace with suitable size MS supports fixed firmly with anchor fasteners or as specified in the BOQ.
- 2.9 If number of ODUs are installed in the terrace or external wall, the sufficient distance (vertical and

horizontal) between ODU's shall be maintained to ensure optimum and efficient dissipation of Hot air to the atmosphere and to avoid short circuiting of the hot air between ODU's.

3.0 INSTALLATION OF CASSETTE ACs:

- 3.1 While installing Cassette type IDU's, the contractor has to check the distance between the roof and the false ceiling and ensure that the sufficient height is available for fixing the IDU as per the layout and any hindrance like sewerage pipe lines, electrical cables etc. Support to hang the IDU to be provided in the roof with threaded rods of suitable size, as per recommendation of OEM. The length of the rod shall be of sufficient length to make finer adjustments while balancing the IDU.
- 3.2 The drain pipe of the Cassette AC units shall be covered with the insulation and sealing tape to avoid leakage of water. As far as possible, Contractor should use full length of drain and refrigerant pipe for installation to avoid leakage of water or refrigerant gas.
- 3.3 The refrigerant pipes from the IDU to the nearest wall should be duly fixed with the slotted angle supports or trays of suitable size firmly fixed with the threaded rods to the ceiling.
- 3.4 To avoid rodent menace, the contractor shall close all openings made by him and also provide sufficient protection to the PCB, other parts of the IDU. No claim for additional amount towards rectifying the IDU on account of damages caused by rodents will be entertained during the warranty period or AMC period.
- 3.5 Sufficient amount of refrigerant should be topped up as per the length of the copper pipes as required by OEM recommendation to ensure the optimum and desired performance of the ACs.
- 3.6 If the works involves, some architectural features in the false ceiling, the contractor shall consult the interior contractor and BANK Engineers before installation of cassette ACs to avoid any damage or any hindrance to the proposed architectural features.

4.0 CONCEALING THE PIPES: ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT

- 4.1 The contractor shall give due notice to the Employer whenever any work like copper piping, cabling, acoustic insulation of the ducts or any work is to be concealed in the wall/false ceiling/partitions or finished up or otherwise becoming inaccessible later on, in order that the work may be inspected and correct dimensions taken before concealing.
- 4.2 If the Contractor has concealed the items without informing BANK Engineer, the same shall be opened up for measurement and made good to the original finishing at the contractor's expenses. If the contractor refuses to do so, then the same will not be considered for measurement and no payment may be made for such materials.
- 4.3 The contractor shall not execute any extra work other than the Bank's or BANK's written instruction. No works, for which rates are not specifically mentioned in the price bid, shall be taken up without written permission of the Bank.
- 4.5 Should any dispute or differences arise after the execution of any work as to measurements etc., or other matters which cannot be conveniently tested or checked, the decision of BANK shall be accepted as correct and binding on the contractor.
- 4.6 It is the responsibility of the Contractor to arrange/provide the tools, ladder, stands or any other gadgets or supports required for the execution of the work at site and Bank will not provide or entertain such requests.

5.0 MATERIALS, WORKMANSHIP, SAMPLES, TESTING OF MATERIALS

- 5.1 All the works specified and provided for in the specifications or which may be required to be done in order to perform and complete any part thereof shall be executed in the best and most workman like manner with materials of the best and approved quality of the respective kinds in accordance with the particulars contained in and implied by the specifications and as represented by the drawings or according to such other additional particulars, and instructions as may from time to time be given by BANK during the execution of the work and to his entire satisfaction. The Contractor shall use only products bearing ISI marking in the work for those materials for which no makes are mentioned in the tender.
- 5.2 No refurbished, second hand and spurious materials should be used. If required, the contractor has to submit the details of the source of his purchase of materials to BANK. BANK reserves its right to enquire and collect data from the supplier to confirm the authenticity of the materials. BANK has the right to stringent action against the contractor, as deemed fit, in addition to suspend / cancel the contract.
- 5.3 Contractor should get approval of the samples of materials in advance with BANK's Engineer before use of the same in the work. Should be contractor desire to substitute any specified materials with "Equal" or "Other approved" etc., he/they must obtain the specific approval of the Bank in writing for any such substitution, well in advance.
- 5.4 Samples of all materials to be used must be submitted when so directed by BANK. If required, the contractor shall have to carry out tests on materials in approved materials testing laboratories or as prescribed by BANK at his own cost to prove that the materials etc., under test conform to the relevant I.S Standards or as specified in the specifications. The necessary charges, transporting, testing etc., shall have to be borne by the contractor. No extra payment on this account will be entertained.
- 5.5 If the contractor has used any material which is not complying with the specifications, or the workmanship is bad or the material used is substandard or second hand etc, Bank shall during the progress of the work have power to order the removal and substitution of the material or proper re-execution of the work within a reasonable time. In case the contractor refuses to comply with the order, BANK shall have the power to employ other agencies to rectify or re-execute the work at the cost and risk of the contractor.
- 5.6 Any damage (during the work) to any part of the work or to the premises for any reasons due to rain, storm or neglect of contractor shall be rectified by the contractor in an approved manner at no extra cost.
- 5.7 Should the work be suspended by reason of rain, strike, lock-outs or any other cause, the contractor shall take all precautions necessary for the protection of work and at his own expenses shall make good any damage arising from any of these causes.
- 5.8 When the employer observes that the progress of the work is not satisfactory or very slow or not in a workmanship manner or of poor quality or violation of safety protocols etc, the contractor shall be issued a suitable advise to rectify the same or replace the materials or redo the entire work, within a reasonable time frame. If the contractor could not rectify the things within the time frame given, in the interest of the work, the Employer reserves the right to execute any part of the work included in this contract or the entire work by any other Agency or persons and contractor shall allow all reasonable facilities and extend cooperation for the execution of such work.

- 5.9 All expenses consequent thereon or incidental thereto as certified by BANK shall be borne by the contractor or may be deducted from any money due to or that may become due to the contractor. No certificate, shall relieve the contractor from his liability in respect of unsound work or bad materials.

6.0 PERIOD OF CONTRACT & EXTENSION OF TIME

- 6.1 Time is the essence of the contract. The Contract shall be executed within the stipulated period in the NIT. No request for extension will be entertained and the bidder has to plan and mobilize his resources for the satisfactory completion of the project within the time period agreed in the tender.
- 6.2 If in the opinion of the Employer, the work is delayed due to the following reasons not attributable to the contractor, the employer shall make a fair and reasonable extension of time, for completion of the Contract works
- a) By force majeure (or)
 - b) By reason of any exceptionally inclement weather (or)
 - c) By reason of proceedings taken or threatened by or dispute with adjoining or neighboring owners of public authorities arising, than through the Contractor's own default (or)
 - d) By the works not referred in the Schedule of Quantities or specifications (or)
 - e) By reason of civil commotion, workmen strike or lock-out (or)
 - f) In consequence of the Contractor not having in due time, necessary instructions from the Employer for which he shall have specifically applied in writing ahead of time, giving reasonable time to prepare such instructions
- 6.3 In case of such strike or lock-out, the Contractor shall as soon as possible give written notice thereof to the employer, but the Contractor shall nevertheless constantly use his endeavors to prevent delay and shall do all they may reasonably be required, to the satisfaction of the employer to proceed with the work.
- 6.4 In case the work is held up for any site conditions not attributable to the contractors or for any decisions instructions / want of details from Employer or for any of the conditions, the contractor shall be allowed reasonable extension of time by the employer but any claim for idle labour shall not be entertained by the employer. Contractor's quoted rates should include for all such contingencies.

7.0 PAYMENT TERMS

- 7.1 For the SITC of ACs
- i) No advance payment.
 - ii) No part payment. For certain works, part payment will be considered if stipulated in the NIT.
 - iii) Payment shall be made by way of Electronic fund transfer and the bill will be paid by the Branch.
 - iv) Bidder should furnish details of the bank a/c no, IFSC code along with their invoices.
- 7.2 **For the AMC (clause will after the free AMC period and if bank want to continue with the same vendor)**
- i) No advance payment.
 - ii) Quarterly payments will be released after the end of the quarter subject to deductions for shortfall in services
 - iii) Field reports of the PM and breakdown maintenance reports shall be enclosed to the Invoices
- 7.3 Part/Interim payment is paid as per the payment terms mentioned in the NIT. All the interim

payments shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed, and shall not preclude the requiring of bad, unsound, and imperfect or unskilled work to be removed and taken away and reconstructed, or re-erected or be considered as an admission of the due performance of the contract, or any part thereof in any respect or the accruing of any claim, nor shall, it conclude, determine or affect in any way the power of the Employer under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise or in any other way vary or affect the contract.

- 7.4 If the Bank has supplied any materials or goods to the contractor, the cost of any such materials or goods will be progressively deducted from the amount due to the contractor in accordance with the quantities consumed in the work.
- 7.5 The final bill shall be accompanied by a certificate of completion or Commissioning report signed by an official of the Bank. Payments of final bill shall be made after deduction of Retention Money as specified, which shall be refunded after the completion of the Defects Liability Period provided the contractor has rectified all defects to the satisfaction of the Bank. The acceptance of the payment of the final bill by the contractor would indicate that he has no further claim in respect of the work executed.
- 7.6 GST as applicable shall be paid extra and the same shall be clearly shown in the invoices.
- 7.7 Statutory deduction towards income tax and other taxes as and when directions from statutory bodies are received will be made at the time of making payments. Currently, I.T. will be recovered @ 2 % plus surcharge or as applicable as per Government Rules. GST-TDS as per applicable rates will be deducted, wherever applicable.
- 7.8 GST:**
- It is the responsibility of the bidder to ensure that the GST is valid and active. Payments will not be made to inactive or invalid GST invoices.
 - Reimbursement of GST will be made only on submission of proper GST invoice as per applicable GST provision. Non-GST invoices will not be accepted. The contractor should comply with the following.
 - Contractor should have GST Registration Number
 - Invoice should specifically disclose the amount of GST levied at applicable rate as per GST provision
 - In case of Correction in the bills after scrutiny, contractor should submit fresh bills for payment
 - Contractor should timely file his GST return in accordance with GST provisions to enable the bank to claim the credit of GST paid to the contractor
- 7.9 The works will be paid for as “measured work” on the basis of actual work done and not as “lump sum” contract, unless otherwise specified.
- 7.10 All items of work described in the schedule of quantities are to be deemed and paid as complete works in all respects and details including preparatory and finishing works involved, directly related to and reasonably detectable from the drawings, specifications and schedule of quantities and no further extra charges will be allowed in this connection. In the case of lump-sum charges in the tender, in respect of any items of work, payment will be made for the actual work done, on the basis of lump sum charges, as will be assessed by BANK.

8.0 VARIATION IN QUANTITY / SUBSTITUTION OF ITEM

- 8.1 The Schedule of Quantities unless otherwise stated shall be deemed to have been prepared in

accordance with the Standard Procedure shall be considered to be approximate and no liability shall attach to the employer for any error which may be discovered therein.

- 8.2 The Employer reserves the right to increase or decrease or delete or omit or execute only a part or the whole or any excess thereof, as per the site requirements, without assigning any reason therefor at the time of allotment / execution of work. Contractor will be paid for the actual work done at the site. No variation shall vitiate the contract.
- 8.3 The tender rates shall be fixed and applicable for any increase or decrease in the tendered quantities. Nothing extra will be paid by the Bank on account of omission / deletion of items or decrease in the quantity of items. The Bank shall not entertain any claim whatsoever from the contractor on this account. Payment will be made on actual measurement of the work done. All measurements shall be as per relevant I.S. standards
- 8.4 Bank reserves the right to order more quantities than what is mentioned in this tender (at the same rate and terms and conditions) either at the same site or other sites as per the need within the validity of this tender.
- 8.5 The price of all additional items/non-tendered items will be worked out on the basis of rates quoted for similar items in the contract wherever existing. If similar items are not available, the rates for such items will be derived as per standard method of rate analysis based on prevalent fair price of labour, material and other components as required with 15% towards contractor's profit and overheads.

9.0. CONTRACTOR'S EMPLOYEES

- 9.1 The Contractor shall employ technically qualified / having appropriate skill and competent persons fully trained and adequately experienced technicians, who are medically fit. They should be free from any contagious diseases. The technicians shall be well mannered and properly dressed with shoes etc.
- 9.2 The contractor shall provide necessary training on safety measures while executing the work wherever necessary so as to avoid accident. The Bank shall not be responsible for any accident occurred or damage incurred or claims arising there from during the execution of work. The contractor shall also provide all risk insurance policy including third party insurance as may be necessary to cover the risk.
- 9.3 The contractor / firm shall be held responsible for any misdeeds / misbehavior of their employees within the premises. Bank is not responsible for any damages or claims on account of the misbehavior / misdeeds of his employees. For this purpose, any person supplied by the contractor to be engaged on the work on regular basis or as an alternate arrangement, under the direct order or control of the Employer or his representative shall be deemed to be a person employed by the contractor.
- 9.4 The contractor shall on the request of the Employer immediately dismiss from works any person employed thereon by him, who in the opinion of the Employer be unsuitable or incompetent or who may misconduct. Such discharges shall not be the basis of any claim for compensation or damages against the Employer or any of their officer or employee.
- 9.5 No employee of the Bank is allowed to work as a contractor for a period of 2 years of his/her retirement from Bank Services without previous permission of the Bank. This contract is liable to be cancelled, if either the contractor or any of his employees is any time to be such a person who had

not obtained the permission of Bank as aforesaid before submission of the tender or engagement in the contractor's service.

- 9.6 Contractor should not engage child labour in any of the activities in this contract.
- 9.7 The contractor shall not employ person who is not an Indian National.
- 9.8 The technician shall not over stay in the Bank premises or in the odd hours or holidays unless or otherwise required by the Branch for specific reasons like maintenance, repair works etc.
- 9.9 In respect of all labour employed directly or indirectly on the work for the performance of the contractor's part of work, the contractor at his own expense, will arrange for the safety provisions as per the statutory provisions, B.I.S recommendations, factory act, workman's compensation act, CPWD code and instructions issued from time to time.
- 9.10 The Contractor's workmen will not have any right whatsoever to get absorbed in the Bank. The Contractor shall be responsible for all the claims of the employees of the Contractor and shall not make and claim whatsoever against the Bank. The Contractor shall be responsible for all statutory requirements e.g. ESI, PF, labour registrations, Insurance coverage etc. The operator is responsible for compliance of all the rules & safety regulations etc.
Minimum wages as prescribed by the Labour Act shall be payable to the operator(s) by the contractor as the case may be. The Contractor shall bind himself and keep the Employer saved harmless and indemnified against claims if any of the workmen and all costs and expenses as may be incurred by the Employer in connection with any claim that may be made by any workmen.

10.0 WORKING HOURS AT THE SITE

As instructed by Bank. Contractor to ensure that the routine operations at the site are not affected by the contract work. If required, they have to work on the Bank Holidays in coordination with other agencies and Bank. The details is described in ADDITIONAL CONDITIONS OF CONTRACT - 7.0

11.0 SUBCONTRACTING

- 11.1 The whole of the works included in the contract shall be executed by the contractor and the contractor shall not directly or indirectly transfer, assign or underlet the contract or any part, share or interest therein nor, shall take a new partner, without written consent of the Employer and no subletting shall relieve the contractor from the full and entire responsibility of the contract or from active superintendence of the work during their progress

12.0 STORAGE OF MATERIALS

- 12.1 The contractor shall store their materials like AC machines, copper pipes, wires, refrigerant gas cylinders, tools etc in the site with the permission of the Bank. However, the contractors shall be responsible for the custody and security of all materials and equipment at site. No claim for loss or theft will be entertained by the Bank.
- 12.2 Shelter or stay and other amenities for the labors have to be arranged by the contractor at his own expense and responsibility.
- 12.3 On completion of the works, the contractor shall remove all tools, surplus materials, rubbish and temporary works of every kind and leave the whole of the site and the works clean and in a workmanlike condition to the satisfaction of the Bank

13.0 TECHNICAL SPECIFICATION FOR THE AIR CONDITIONERS

13.1 Supply of split A/C 1.0 tr. (3 star Inverter)

Wall mounted air conditioner shall have 1.0Tr i. e nominal 12,000 BTU/capacity per hour at the ambient of 40 degree centigrade capacity. Unit shall have maximum 45/46 dB noise level at the distance of 1 MT for outdoor/indoor units. The unit shall be suitable for 230 volts power supply. With temperature indicator and remote for operation. (3- Star Inverter AC high wall type split A/C). The air filter shall be easy to maintain and preferable showing the status of choking. Every unit shall be supported by unconditional warrantee of one year however sealed unit unconditional warrantee must be given for 5 years from the manufacturer. CONDESOR MUST BE OF COPPER METAL.

13.2 SUPPLY OF SPLIT a/c 1.5 Tr. (3 star, Inverter)

Wall mounted air conditioner shall have 1.5 Tr i.e. nominal 18,000 BTU/capacity per hour at the ambient of 40 degree centigrade capacity. Unit shall have maximum 45/46 dB noise level at the distant of 1 MT for indoor/outdoor units. The units shall be suitable for 230 volts of power supply. With temperature indicator and remote for the operations. (3- star, Inverter A/C high wall type split A/C)

The air filter shall be easy to maintain and preferably showing the status of choking. Every unit shall be supported by unconditional warrantee of one year however sealed unit unconditional warrantee must be given for 5 years from the manufacturer. CONDESOR MUST BE OF COPPER METAL.

13.3 SUPPLY OF SPLIT a/c 2.0 Tr. (3 star, Inverter)

Wall mounted air conditioner shall have 1.5 Tr i.e. nominal 24,000 BTU/capacity per hour at the ambient of 40 degree centigrade capacity. Unit shall have maximum 45/46 dB noise level at the distant of 1 MT for indoor/outdoor units. The units shall be suitable for 230 volts of power supply. With temperature indicator and remote for the operations. (3- star, Inverter A/C high wall type split A/C)

The air filter shall be easy to maintain and preferably showing the status of choking. Every unit shall be supported by unconditional warrantee of one year however sealed unit unconditional warrantee must be given for 5 years from the manufacturer. CONDESOR MUST BE OF COPPER METAL.

13.4 Installation of split 1 Tr & 1.5 Tr

Total work comprising of unpacking till commissioning of each units indoor as well as outdoor. Connecting the pipes & electrical cables/wires. With necessary support & fabricating for hanging the unit from ceiling. Installation shall be done with the control panel.

The installation of A/C. charging towards installation testing and commissioning of split and cassette A/C. this includes nitrogen flushing, pressure testing, attending leakages, loading, unloading, gas charging and panel fittings.

13.5 Extra copper pipe :

- a) The contractor shall have to provide extra length of copper pipe with proper lagging to make the perfect job of insulation. All the copper pipe shall be without joints and proper flare-up shall be done with tools and tackles for excellent workmanship. No dent shall be allowed while bending the pipe of laying it on connecting it to machine/evaporate/condenser. High grade of foam insulation shall be provided. Entire piping shall be done over the false ceiling and do not compromise any aesthetic look. THIS IS THE LENGTH OTHER THAN SUPPLIED for 1.0 & 1.5 TR. A/C with manufacturer kit.

- b) Then contractor shall have to provide copper pipe with proper lagging to make the perfect job of insulation. All the copper pipe shall be without joints and proper flare- up shall be done with tools and tackles for excellent workmanship. No dent shall be allowed while bending the pipe of laying it or connecting it to machine/evaporator /condense. High grade of foam insulation shall be provided. Entire piping shall be done over the false ceiling and do not compromise any aesthetic look. Size of copper shall sleeve insulated with saddling and clamping.

13.6 Wiring

SPLIT UNIT TO OUTDOOR UNIT

The A/C contractor has to get the wiring from the MCB unit provided by the electrical contractor in house. All the wiring shall be of approved make only.

The wiring shall pass through ISI approved conduits as mentioned in approved list of materials. Any drilling of the wall for getting copper pipe or wiring shall be sealed and finished by the A.C contractor. Size of the wires shall be 3x 2.5 sq. m. m. for A.C contractor for each & every A.C unit.

13.7 Drain water piping :-

Condensed water in the interior of the banking hall shall be drained outside/toilet block through gravity-slop. The entire piping shall be 25 M.M. ISI approved pipes to carry condensed water. All the piping shall be maintainable and testing shall be done before connecting.

13.8 supply and installation of fabricated steel supports for outdoor units for (1T.1.5 Tr)

13.9 Civil work

The A/C contractor has to complete entire branch/ office the zari work/ all type of Civil Work for AC installation in the wall and coordinate with the civil/ Furniture/ Electrical contractor while doing flooring/ Ceiling to run the drainage/ Copper pipe etc. finishing has to be done by the A/C contractor with required labour & materials.

14.0 VARIABLE REFRIGERANT FLOW SYSTEM

14.1. Scope:

The scope of this section comprises the supply, erection, testing and commissioning of Variable Refrigerant Volume System conforming to these specifications and in accordance with the requirements of Drawings and Schedule of quantities.

14.2. Type:

Unit shall be air cooled, variable refrigerant volume air conditioner consisting of one outdoor unit and multiple indoor units. Each indoor unit having capability to cool independently for the requirement of the rooms. All indoor units shall be provided with isolation valves so that a particular unit can be isolated and removed for servicing, while system keeps functioning in normal way.

It shall be possible to connect multiple indoor units on one refrigerant circuit as shown in the drawings or as indicated in schedule of quantities. The indoor units on any circuit can be of different type and also controlled individually. Following type of indoor units shall be connected to the system:

- Ceiling mounted cassette type.
- Wall Mounted Split type
- Compressor installed in outdoor unit shall be equipped with capacity control mechanism and capable of changing the rotating speed / mass flow rate of refrigerant by scroll engaging /

disengaging mechanism to follow variations in cooling. Outdoor unit shall be suitable for mix-match connection of all type of indoor units.

The refrigerant piping between indoor units and outdoor units shall be extended upto 100m with maximum 50 m level difference without any oil traps. Oil recovery system shall be managed without disturbance to normal operation cycle of the system / compressor.

Both indoor unit and outdoor unit shall be factory assembled, tested and filled with first charge of refrigerant before delivery at site.

14.3. Out Door Unit:

The outdoor unit shall be factory assembled, weather proof casing constructed from heavy gauge mild steel panels with powder coated finish.

All outdoor units above 5 HP rating shall have minimum two number scroll compressors.

In case of outdoor units with multiple compressors, the operation shall not be disrupted with failure of any compressor.

The noise level shall not be more than 60 dB (A) at normal operation measured horizontally 1m away and 1.5 m above ground level.

The outdoor unit shall be modular in design with possible future expansions.

The unit shall be provided with microprocessor control panel.

14.4. Compressor:

The compressor shall be high efficiency scroll type and capable for capacity controlling. It shall change the speed / refrigerant mass flow rate in accordance to the variation in cooling load requirement. Refrigerant mass flow rate can be changed by speed modulation of compressor / mechanical control system. System shall incorporate liquid sub-cooling mechanism with liquid injection at intermediate pressure.

The inverter used, shall be IGBT (insulated gate bipolar transistor) type for efficient and quiet operation.

All outdoor units shall have multiple steps of capacity control to meet load fluctuation and indoor unit individual control. All parts of compressor shall be sufficiently lubricated. Forced lubrication may also be employed.

Oil heater shall be provided in the compressor casing.

14.5. Heat Exchanger:

The Heat Exchanger shall be constructed with copper tubes mechanically bonded to aluminum fins to form a cross fan coil and larger surface area.

The fins shall have anticorrosion treatment for Heat Exchanger Coil. The treatment shall be suitable for areas of high pollution, moisture and salt laden air.

The casings, fans, motors etc. shall also be with anticorrosion treatment as a standard features.

The unit shall be provided with necessary number of direct driven low noise level propeller type fans arranged for vertical / horizontal discharge. Each fan shall have a safety guard.

14.6. Refrigerant Circuit:

The Refrigerant Circuit shall include an liquid receiver /accumulator, liquid & gas shut off valves and a solenoid valve. All necessary safety devices shall be provided to ensure the safety operation of the system..

14.7. Safety Devices:

All necessary safety devices shall be provided to ensure safe operation of the system.

Following safety devices shall be part of the outdoor unit: high pressure switch, low pressure

switch, fuse, crankcase heater, fusible plug, over current protection for inverter, and short recycling guard timer.

14.8. Piping:

All connections of Refrigerant piping shall be in high grade Copper of Refrigeration quality with Eddy Current Testing and material test Certificates.

All connections, tees, reducers etc. shall be standard make fittings.

Insulation of cold lines shall be carried out with Armaflex / K-Flex insulation sheets and tubes of appropriate thickness so that condensation does not occur.

For individual Piping 50 / 100 mm wide Aluminum Tape shall be used at joints of Piping with Bands for identification.

For outdoor piping, the finish shall be woven GRP Mat finished with colored Epoxy paints to withstand outside ambient conditions and UV Radiation.

14.9. Oil Recovery System:

Unit shall be equipped with an oil recovery system to ensure stable operation with long refrigerant piping.

System shall be designed for proper oil return to compressor along with the distribution of oil to individual compressor.

The refrigerant piping shall be extended upped 100 M with 50-M level difference without oil traps.

14.10. Indoor Units:

Units shall be factory assembled, wired, piped and tested.

Units shall have DX coils with copper tubes and bonded aluminum fins for highly efficient heat transfer.

Units shall have Centrifugal fans for adequate amount of Air circulation and low Noise.

Units shall have inlet filters, which are easily cleanable and replaceable.

All components of Units are easily accessible for connection, repairs and maintenance.

Units shall have very low noise.

All units with Factory manufactured Units, Grills shall have auto swing feature for proper Air distribution.

All unit shall be controlled by electronic Expansion Valves only.

All units mounted inside the ceiling shall have fans capable of sustaining duct connections, and special filters if necessary.

Visible indoor units shall have wireless remotes. Price of the same shall be included in cost of unit by default.

Concealed indoor units shall have sensor mounted on supply air grilles / diffusers which can be controlled with wireless remotes unless specified.

Anticorrosion treatment for avoiding corrosion of coils.

All units shall have adequate insulation or Lining to avoid condensation.

Cooling coil and refrigeration parameters shall be designed in such a way that supply air temperature shall not be less than 14°C or 1°C above room dew point temp, whichever is more.

Contractor shall guarantee inside conditions with selected supply air temperature.

14.11. Ceiling Mounted Cassette Type Unit (Multi-Flow Type):

The unit shall be ceiling mounted type. The unit shall include pre-filter, fan section and DX-coil section. The housing of the unit shall be powder coated galvanized steel. The body shall be light in weight and shall be possible to suspend from four corners.

Unit shall have a external attractive panel for supply and return air. Unit shall have four way supply air grilles on sides and return air grille in centre.

Each unit shall have high lift drain pump, fresh air intake provision (if specified), low gas level

detection system and very low operating sound.

14.12 Ceiling Mounted Ductable Type Unit:

Unit shall be suitable for ceiling mounted type. The unit shall include pre filter, fan section & DX-coil section. The housing of unit shall be light weight powder coated galvanized steel. The unit shall have high static fan for ductable arrangement.

14.13 High Wall Mounted Units:

The units shall be high wall mounted type. The unit shall include pre-filter, fan section & DX-coil section. The housing of unit shall be light weight powder coated galvanized steel.

Unit shall have an attractive external casing for supply and return air.

14.14. Ceiling Mounted Concealed type units:

Unit shall be suitable for ceiling mounted type. The unit shall include pre filter, fan section & DX-coil section. The housing of unit shall be light weight powder coated galvanized steel. It shall be slim and quite in operation

14.15. Central Remote Controller (Option if Specified in BOQ):

A multi-functional microprocessor based centralized controller (central remote controller) shall be supplied as an optional accessory.

The controller shall be able to control upto min. 64 zones of 64 group (each group consisting of max. 16 units) or 128 nos. of indoor units with the following functions.

- Temperature setting for each zone, or group, or indoor unit.
- On/Off as a zone or individual unit.
- Indication of operating condition.
- Select ON of all operation modes for each zone..
- The controller shall have wide screen liquid crystal display and shall be wired by a non polar 2 wire transmission cable to a distance of 1000m away from the indoor unit.
- The controller shall be integrated to BAS system thru software for monitoring & controlling of all above parameters including start/ stop of each indoor / outdoor unit. All necessary interface cards / units should be supplied as a part of the system to integrate to the BAS Software.

14.16. Unified On/Off Controller (Option if Specified in BOQ):

Unified ON / OFF controller shall be supplied as an optional accessory.

The controller shall be able to control minimum 2 groups (each group containing maximum 16 indoor units) or 128 nos. of indoor units with the following functions.

- On / Off as a zone or individual unit.
- Indication of operation condition of each group.
- Select one of 4 operation modes

The controller shall be wired by a non-polar 2 wire transmission cable to distance of 1 km away from indoor unit.

The controller shall be integrated to BAS system thru software for monitoring & controlling of all above parameters including start/ stop of each indoor / outdoor unit. All necessary interface cards / units should be supplied as a part of the system to integrate to the BAS Software.

14.17. Condensate:

25mm dia uPVC pipes, 40mm dia uPVC headers & fittings shall be used for condensate, from Evaporator Unit to drain point. The joints shall be properly sealed so that there is no water leakage. U-trap shall be provided. Additional insulation drain tray shall be provided below the Evaporator Unit, if required.

Mounting

All indoor units shall be mounted with Brackets, Hangers etc. with proper size anchor Fasteners.

9.18 Electrical installation:

For Variable Refrigerant flow systems, power will be provided near outdoor unit location. HVAC Contractor to provide suitable distribution panel along with 3-phase power to outdoor units and single phase power to all indoor units fed by these outdoor units. Power / control cabling along with supports shall be included.

15.0 INSTALLATION:

PRE-DELIVERY INSPECTION

This applies to the condensing and indoor units both.

1. Open packing carefully ensuring unit in 'upright' position.
2. Check the unit thoroughly for dents, paint discrepancies, fins damage, pinching of tubes etc. Check coil / copper tubes for any dents, pinching or cuts, especially near tube sheets. Ensure all parts / components, electrical wiring and connections are visibly in order.
3. Rotate fan / blower for any bearing or touching noise.
4. Check and test fans / blower as per the rated supply for Indoor and Outdoor if possible.
5. Check coil and piping for leaks.
6. If any damage is found, rectify / take the necessary action and repack the unit in 'upright' position.

RIGGING

These units are designed to be handled by forklift trucks or crane. Use the unit skid for placing on terrace the forks of the lift-truck or by using crane.

PLACEMENT

Outdoor Units are shipped mounted on wooden members & Indoor unit packed in carton box. These should be removed only when the unit is in its final position.

15.1 LOCATION AND MOUNTING:

A. CONDENSING UNIT

Location

Locate the unit so that airflow through the condenser coil is unrestricted. Provide clearance for wiring and piping. There should be ample space for service requirements.

Install the outdoor unit in well-ventilated space. The unit should be installed in a location so as to minimize refrigerant and drain pipe length.

Mounting

The unit should be mounted to prevent corrosion of sheet steel base on
(a) Prefabricated angle iron frame, and minimum 200 mm raised PCC blocks

These should be designed to take care of vibratory operating loads.

Placement area must be level and strong enough to support operating weight of the unit. Check that the unit is mounted level to ensure proper oil return to compressor.

Units mounted on walls must be provided with a platform having space for service (if otherwise not easily accessible for service).

B. INDOOR UNIT

Location

These units are designed especially for applications where units & piping are above the false ceiling.

Locate unit ensuring adequate space for supply / return air, service purposes and connections.

The location of the unit should be such that there is no ingress of fresh air as this would cause condensation / sweating. Location should be near a drain point for easy drainage, and in a location to simplify refrigerant piping.

Pipe Routing

Liquid line should be suitable for flare connection & Suction line is suitable for brazed connection. Adaptors are given on Suction line & Discharge line in outdoor Unit for refrigerant charging and evacuation operations. Flare connections are provided because they allow easy connection / disconnection / reuse without additional piping / brazing work.

Indoor units have connection suitable for brazing in suction line and quick lock valve in liquid line. Start refrigerant piping from outdoor unit first and connect indoor unit last. Run the piping along walls / floors or on wooden beading with saddle / clamps and boxed up for protection. Clamp and run pipes neatly and straight using unlamented good copper tubing.

The pipes should run as straight as possible, avoiding unnecessary turns and bends. for other length, pipe sizes. Extra refrigerant charge for extra pipe length should be considered. If brazing is done to connect two tube lengths, it should be carried out using proper flux and brazing rod (7.25% Phosphorus, rest copper) with a constant purge of nitrogen through the piping to maintain a clear system.

All connections must be leak tight.

Clamping

Clamping is necessary to prevent vibrations from being transmitted. When passing the pipes through walls, opening should be sealed to minimize vibration transmission. Some slack in pipes between structure & unit should be left.

Insulation

Insulate Suction & liquid line properly. This is necessary safety. Use tubular foam of for liquid line and for Suction line. As specified in Insulation specs.

FIELD ELECTRICAL CONNECTIONS:

Do the field wiring as per wiring diagram. Never bypass any electrical protections provided in the unit. Recommended wire size for main power supply cable is 4 core 6 mm² Copper.

Unbalanced 3 -phase supply voltage

Never operate unit when supply voltage unbalance is more than 2%.

% Voltage unbalance = (Max. voltage deviation from avg. voltage) / (avg. voltage) x 100

PRE-PRESSURE TEST:

However, in case of leaks in the refrigerant circuit or breaking of joints etc., the valves have to be back seated and the entire system of indoor and outdoor units with piping has to be pressure tested, evacuated and charged.

After pressurizing the system, do the following:

SOAP TEST:

Apply soap solution at all flare connections and brazing point. If bubbles appear at some points,

then tighten the flare nut or braze the leaking points (after releasing the gas from the system). No bubbles should finally appear.

PRESSURE DECAY TEST:

After soap test, note the pressure and leave the system pressurized for 30 minutes. Note the pressure again. There should be no pressure decay, recheck for leaks, remove them and do the pressure decay test again.

CHECK PRIOR TO START-UP:

Do not attempt to start the unit following steps have been completed:

1. Check that unit is properly located and mounted.
2. Check that piping has been done as per the recommended practice.
3. Check that the insulation is adequately sized and properly applied on the piping.
4. Check that condensate drain pipe has been properly installed and insulated.
5. Be sure there are no refrigerant leaks.
6. Check the refrigerant standing pressure with a pressure gauge connected on the liquid valve gauge port. Check if the charge is complete with R-22 charged.
7. Check tightness of all electrical connections.
8. Check the protective device (MCB or fuse switch) from which the supply is given to the unit.
9. Electrical power supply must agree with unit nameplate rating. Check that field wiring electrical switches and voltage stabilizers (in the case of low voltage power supply) are properly sized for the unit. Check and ensure that 3-phase voltage unbalance is less than 2%.

START-UP AND OPERATION:

Actual start-up / full-fledged testing should be done only under supervision of a qualified person.

1. Make main power connections. If reverse phase indication is there on the Display Panel, then interchange two of the phases. Make sure display panel shows healthy supply.
2. Switch on the ON/OFF switch of the controls; the unit will start on its previous setting.
3. In this Wiring 'HP' & 'LP' are in series when either of two is removed wire from the electrical panel. Compressor, Evaporator Blower fan will go off simultaneously. & Display Panel will show 'HP/LP'. Please check to ensure its HP and LP working.
4. Run unit according to Remote Control features as described.

16.0 SPECIFICATIONS

VARIABLE REFRIGERANT FLOW (VRF) SYSTEM:

The system shall be air-cooled, direct expansion type central air conditioning system consisting of one Variable Refrigerant Flow Condensing unit (Outdoor Unit) and one or more Evaporator (indoor) units. The condensing unit shall be located on the building terrace ensuring unobstructed airflow.

The evaporating units are selected to suit the cooling load of the area to be air conditioned.

The condensing unit shall be capable of assessing the requirement of liquid refrigerant volumetric flow of each evaporating unit at all times by means of a sophisticated sensors & microprocessor controller and generating the required total volume of refrigerant liquid for supply to each evaporator units.

Factory-assembled Outdoor condensing unit should be with hermetically sealed scroll / twin rotary type fixed speed compressor in combination with compressor having Inverter type Refrigerant flow control technology, air cooled draw through type condenser coil of copper tubes mechanically bonded to aluminum fins, low noise axial fan (not more than 60dB), safety and high/low pressure cut outs, weather proof housing constructed from galvanized powder coated steel, an efficient oil

separation system for stable operation with long refrigerant piping,

Vendor to furnish the details of expected oil carry over/return system.

Condensing Unit (Outdoor Unit)

The condensing unit shall be capable of assessing the requirement of liquid refrigerant volumetric flow of each evaporating unit at all times by means of a sophisticated microprocessor controller and generating the required total volume of refrigerant liquid for supply to the evaporator units.

The condensing unit shall be a factory-assembled unit housed in a sturdy weatherproof casing constructed from rust proof galvanized powder coated steel panels. The noise level of the unit shall not be more than 70dB (A) measured horizontally 1 m away and 1.5 m above base level.

The compressors shall be hermetically sealed scroll type and inverter driven variable speed type, capable of changing the capacity in accordance to the cooling load requirement.

The condenser coils shall be constructed out of copper tubes mechanically bonded to aluminum fins. The surface of the condenser coil shall be coated with suitable chemical coating to prevent deterioration due to coastal climate.

All necessary safety devices shall be provided to ensure safe operation of the system.

Unit should be equipped with a highly efficient oil separation system to ensure stable operation with long refrigerant piping.

The VRF condensing unit shall be located in open on a terrace with adequate clearance from nearby objects to ensure unobstructed air flow and easy approach for maintenance.

Indoor Units (Evaporating Units):

Each unit shall be selected as the requirement of the cooling load and interior layout in the respective space to be air-conditioned. The unit shall be equipped with an electronic expansion valve, which can communicate with the VRF controller in the condensing unit. Wall /Ceiling suspended evaporator unit having 3 or 4 rows deep cooling coil, low noise centrifugal supply air fan with external static pressure capacity up to 40 mm, insulated casing, insulated drain tray, easy to clean return air filter low noise and vibration free operation.

The cassette unit should be serviceable from bottom & should have built-in drain pump having maximum drain lift of 60cm. Each unit will have a fresh air port to draw fresh air through connected flexible duct opened to atmosphere.

Each unit shall be equipped with electronic expansion valve, cord/cordless type Remote Control to maintain & set room temperature & other parameters. Option of centralized, individual & group control should also be provided.

The fan shall of the dual suction multi blade type and statically and dynamically balanced to ensure low noise and vibration free operation.

Each indoor unit shall be equipped with corded / cordless local control unit for setting the operating parameters. The address of the indoor unit shall be set automatically in case of individual and group control. Option of centralized control should also be achievable.

Controls shall be provided to maintain the set room temperature within close tolerance limits.

Air Cooled Type DX (Non-VRF) Units:

The condensing unit shall consist of compressor, condenser coil & fan, refrigerant piping, refrigerant controls, local control panel, control wiring etc., all assembled in a weather proof powder coated cabinet in compact layout.

Cabinet shall be fabricated out of heavy gauge galvanized sheet steel properly formed for closet fit and structural rigidity. All access panels shall be so constructed as to be quickly and easily removable. All sheet metal surface shall be finished in baked enamel paint or powder coating. Cabinet shall be fully insulated for acoustic insulation.

Air-cooled condenser coil shall be made from copper tubes and aluminum fins bonded to the tubes. Condenser fans shall be propeller type. The entire air-cooled condensing unit shall have sheet metal housing suitable for outdoor installations.

Compressor shall be of the hermetic scroll type or rotary type, with suction and discharge valves, gas cooled motor, horizontal or vertical shaft balanced and mounted on vibration absorbers to provide quiet, free floating operation. Compressor shall be provided with overload protection and single phasing protection.

Interconnecting Refrigerant Piping & Wiring:

The refrigerant piping interconnecting to indoor & outdoor units shall be of copper and shall be joined by brazed type joints. Refrigerant pipes shall be insulated as per specification. Wiring interconnecting the indoor and outdoor unit shall be done with PVC insulated copper conductor flexible wires of appropriate rating.

The set of two refrigeration lines and the wires shall be bundled together.

All pipe supports/clamps shall be painted with red oxide primer followed by 2 coats of synthetic enamel finish paint.

The piping and wiring shall be laid such that it does not spoil the aesthetics of the premises, and is safe, secure and approachable for repair/replacement.

Supports & Brackets

The equipment's shall be properly supported with brackets, hangers, platforms, base frame etc. depending upon the type, location and capacity of the unit.

The supports shall be GI slotted angle and GI threaded rods. The outdoor condensing units shall be properly supported on MS duly painted with anti-corrosive rubber paint frame work / platform with anti-vibration rubber pads on PCC blocks or properly grouted to the RCC Slab / brick walls using bracket.

The ceiling suspended evaporator indoor units shall be supported using anchor fasteners and GI threaded suspension rods. The wall-hung evaporators shall have GI stenciled back plate for mounting the unit, grouted to the wall / beam using anchor fasteners.

Drain Piping

The drain piping shall be made out of rigid UPVC pipes of 10 Kg/cm² class. The piping shall be supported by clamping on MS angle 25mm x 3mm running continuously below the pipe.

The drain pan shall be connected to rigid UPVC pipe by braided UPVC flexible pipe with appropriate adapters. All pipes support/clamps shall be painted with red oxide primer followed by two coats of synthetic enamel finish paint.

Piping Insulation

All Refrigerant piping shall be insulated with 19 mm Thick Closed cell elastomeric Nitrile Rubber Insulation. Drain piping shall be insulated with 6mm Thick Nitrile Rubber or Polystyrene Insulation.

Insulating material in tube form shall be sleeved on the pipes. On piping, slit opened tube from insulating material shall be placed over the pipe and adhesive shall be applied as suggested by the manufacturer. Adhesive must be allowed to tack dry and then press surface firmly together starting from butt end and working towards centre.

Measurement of Insulation

Piping insulation will be measured as per length of the pipes.

STANDARDS

The following standards shall be applicable for equipment

- a) IS : 4283 Hot air fans
- b) IS : 8272 Industrial cooling fans (man coolers)
- c) IS : 1391 Room Air conditioners
- d) IS : 8148 Packaged Air conditioners
- e) IS : 2997 Air circulator type electrical fan and regulator
- f) IS : 1169 Electrical pedestal type fans and regulators
- g) IS : 374 Electrical ceiling type fan and regulator

12.0 SAFETY CONSIDERATIONS

Installation, start-up and servicing of the equipment can be hazardous due to system pressures, electrical components and locations of equipment (roofs etc.).

Only trained, qualified installers and service mechanics should install start-up and service this equipment. Trained service personnel should perform all operations except basic maintenance.

When working on the equipment, follow all safety codes. Use proper tools, tackles and necessary instruments. Use safety glasses, gloves, boots, valves and regulators etc. Be sure power to the equipment is off before performing maintenance or service.

GENERAL & IMPORTANT NOTES

1 GENERAL NOTES:

- (i) Unless otherwise specified in these tender documents mode of measurements specifications etc. shall be as per relevant IS codes.
- (ii) Source of materials / samples / brands / makes etc. shall be got approved from the Architects / Bank before using. In case of deviations, decision of the Bank shall be final and binding and shall not be open for arbitration.
- (iii) The Architects have their specific role / duties / rights as defined in these tender documents. However in the event of any dispute arising out of differences between the opinions of the Architects and also their role/duties/rights, the Banks' decision shall be final & binding on the Architects and the Contractor and shall not be open to arbitration.
- (i) The Contractor will extend full co-operation, support and all required assistance to Architect / Bank for discharging their duties and responsibilities efficiently and effectively.
- (ii) The contractor has to supply and adhere to the specific makes and specifications of all the items, which are mentioned in the separate list of approved makes. Any work found not as per the tender specifications and list of approved the contractor has to replace the same without any delay. The contractor is instructed to get approval of all the materials to be used on this site before starting the work. He should provide different sample of material for approval, before execution of work.
- (iii) All quantities indicated in the tender are approximate & are likely to change. The contractor must take actual measurement at site and billing shall be done as per the actual measurement of the work done at site.
- (vii) Work has to be executed at site in coordination with various agencies working at site.
- (viii) The contractor is instructed to get the approval of the materials to be used on this site before starting the work. He shall provide different sample of materials for approval before execution of the work.
- (i) All material have to be used in full size/length only. Joints should be avoided as far as possible.
- (ii) Any item mentioned in the BOQ with "TO THE SHAPE" will have measurement of onsite executed to the shape area only.
- (iii) Making various levels & line out for total layout on site for the items in scope of the work shall be done by the contractor.
- (iv)
- (xv) MTC (Manufacturer Test certificate) Where ever applicable shall be arranged & submitted by the contractor. Testing of wood for moisture, knot % etc. shall be carried out by the contractor at his own cost.

2 IMPORTANT NOTES:

- (i) The contractor's qualified & authorized representative shall remain on site during the entire execution process for coordination with various agencies / Architect / Bank & execution of work
- (ii) The site shall be cleaned on day to day basis & all debris shall be disposed away at the location beyond the limit as approved by the local authority.
- (iii) Hidden measurement. It is contractor's responsibility to get the measurement checked immediately on completion of such items. This shall be done before finishing the same & before ceiling boarding done. The Architect shall be provided with such details well in advance so that the other work is not held up due to last moment action.
- (iv) The contractor shall coordinate with landlord for the locations of outdoor units & must inform Architect / bank / Electrical contractor about the power requirement to outdoor or indoor units
- (v) The contractor must submit the detailed catalogue of each type machine as per BOQ along with technical bid.
- (vi) The contractor must complete all low side on top most priority.
- (vii) Before starting the contractor shall mark out the locations of outdoor & indoor locations of each machine, route of various types of piping, caballing, wiring etc. & submit the same to the architects for the approval. The approval of the drawing by the Architect shall in no way relieve the contractor from the responsibility of providing a complete and satisfactory installation and achieving and maintaining the stipulated design conditions. Any errors, omissions and shortfalls shall be rectified, and made good free of cost to the owner regardless of the fact that the installation may in the first place have been carried out as per the approved drawings.
- (viii) The contractor shall mark the return air passage, location of machines with exact dimensions size of trap door requirement, Ducting drawing, Insulation, Acoustic insulation, on drawing & also on site (slab) before starting the work. The contractor shall design exact system of Air-conditioning installation as per the site requirement & the machine configuration & submit the same in auto cad format to the architects for approval purpose.
- (ix) The tender shall be quoted in 1 name only without division of high side & low side work differentiation. Order shall be placed to one party (company itself or its authorized dealer) only & shall be billed for F.O.R. site
- (x) The rates quoted shall be inclusive of all taxes, Duties, Octroi, Transportation, Delivery, Installation, Testing, Commissioning etc. complete at the site. No extra will be paid for any kind of taxes.
- (xi) Guarantee: As given by the manufacturer but minimum one year from the date of successful commissioning. for the compressor the guarantee should be minimum five years
- (xii) All A.C. units shall be with high ambient rotary / twin rotary / scroll compressor and shall carry 5 years warranty on compressors

(xiii) The entire job shall be executed in total coordination with the other agencies working on this Project & also with landlord, bank etc.

(xiv) Architect of the project shall be kept informed about the progress of the work at various stages

(xv) All outdoor units shall be installed at the location recommended by the bank / architect / landlord

(xvi) The contractor must get the checked measurement of all hidden items i.e. refrigerant pipe, electrical caballing, drain pipe etc. before the false ceiling boarding is done or putting final finishes.

(xvii) The contractor shall arrange on his own for lighting & plug point with socket & electrical wiring, DB's etc. required during entire execution process. However supply at point shall be provided by the bank / landlord

(xviii) Any Hidden item MUST be photographed and need to be sent via social media or CD to Architect / Bank

(xv) **Billing Process:**

Along with final bill the contractor must submit:

- Abstract in tender BOQ format only
- schedules for detailed measurement sheet for all items (machine wise break up)
- separate as built drawings (Min. A3 size) marking exact locations of all works executed on site e.g. Location of outdoor & indoor units with numbering, route of refrigerant pipe, drain pipe, electrical caballing etc. with numbering W.R.T. the measurement sheet.
- detailed break up of fabrication work W.R.T. to various types of sections as per std. steel table
- original insurance policies as per tender terms within 3 days from the date of LOA
- completion certificate duly signed by the branch head / bank official
- testing & commissioning reports duly filled & for each machine duly signed by the client
- delivery challans for each machine duly signed by the client
- copy of LOA etc.
- All documents shall carry contractor's signature & seal with address.
- All documents shall be submitted in 1 plus 1 copies.
- The contractor shall also provide all measurement sheet in soft copy (in Excel format) & As built drawing in ACAD format

IMPORTANT: ALL DOCUMENTS SHALL BE SUBMITTED AT ONCE ALONG WITH FINAL BILL & SHALL BE DULY SIGNED BY PUTTING COMPANY'S ADDRESS SEAL.

LIST OF APPROVED MAKES FOR HVAC EQUIPMENT AND MATERIALS

Sr.	Details of the Items	Manufacturer's name
1.	Package / Ductable units	Daikin, Hitachi, Carrier, Voltas
2.	Propeller Fans	Crompton
3.	Electric Motors	Crompton / Siemens/Bharat Bijlee
4.	Ventilation AHU	Suvidha / Cariyaire/Citizen/Cherub
5.	GI Sheet	Sail/TATA/ Jindal
6.	Grilles/Diffuser	Caryaire/Ravistar//Dynamic
7.	MS Dampers/Louveras	Tristar/ /Cherub
8.	Control Cables	Grandlay/Batra Henlay/Kalinga
9.	Power Cable	ICC/Polycab
10.	Nitrile rubber Insultions for ref pipe insulation	Eurabatax/Aeroflex/Totaline
11.	Flexible Duct Connection	Airflow/Pyroguard
12.	Gaskets	Neoprene rubber
13.	Adhesives	Fevicol / Superlon
14.	Vibration Isolator	Resistoflex/Dunlop
15.	Filters/Air Showers	Dyna/Thermadyne/Cherub
16.	Polyethylene for duct insulation	Supreme/Trocellene/Totaline
17.	Centrifugal / Axial fan	Flaxt/ PAF/ Chakshu
18.	Refrigerant Pipes	Rajco/Parasmani
19.	Casste Units,VRV/VRF and Wall Mounted Split AC Unit	Hitachi/ Daikin/ Mitsubishi Electric/ Mitsubishi Heavy Indu./Toshiba/ O General/ Voltas / Carrier

- [1] Rate quoted shall include all Taxes such as Sales Tax, VAT, Excise, Octroi, etc. including transportation charges. Excluding GST [GST will be Paid Extra as per Applicable Norms]
- [2] 1 Years of M/C warranty with 6 free services and 5 years warranty for compressor shall be provided by the supplier.
- [3] The Standard installation charges for the high wall split A.C shall include 5 meter Each of Refrigerant pipe, Electrical Wiring [Copper Pipe and Electric cable total length for all new AC machines shall be measured and standard Length for all the new AC machines shall be deducted and difference shall be paid]
- [4] All Civil work such as Masonry work slice breaking away and making good of walls, floors slab etc. Required to be executed in the A.C system installation is the part of the scope of project. (Rate quoted shall included in Low side work items)
- [5] The Entire Job Shall be Executed in Total Co. Ordination with the Other Agencies Working on this Project more particularly with the False Ceiling and Electrical work.



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ARCHITECTS - INTERIOR DESIGNER - PROJECT CONSULTANT

BILL OF QUANTITY (NOT TO BE FILLED)
BOQ : ELECTRIC & ALLIED WORK of SBI UMARPADA BRANCH (11042), SAO-3, SURAT

Sr.	Description	Qua	Unit
[A] AIR CONDITIONING WORK			
[I] MACHINE PART			
[a] AC EQUIPMENT WITH - INVERTER COMPRESSOR			
1	Supply & providing of 4 way Inverter Cassette Type AC ceiling mounted cassette unit with indoor and outdoor having eco friendly refrigerant. Including indoor unit outdoor unit. decorative grille and cordless remote Machine shall have copper condenser Unit, Make: Carrier/ Hitachi/ Daikin/ Mitsubishi Heavy Industries/Toshiba/ Blue star.		
	Inverter 4-way Cassette of 3.00 TR. (3 Phase Compressor Only.)	2	NO
2	Supplying & providing of Hi-wall Inverter Split Type AC with high wall mounted indoor and outdoor unit. having eco friendly refrigerant. Including indoor unit outdoor unit and cordless remote Machine shall have copper condenser Unit, Make: Carrier/ Hitachi / Daikin / Mitsubishi Heavy Industries/ Toshiba/ Trane /Blue star. [Mini 3 Star rating as per BEE Guide Line 2019]		
2.a	Inverter Hi-wall Split AC of 2.00 TR	1	NO
2. B	Inverter Hi-wall Split AC of 1.50 TR	2	NO
 TOTAL FOR PART- I			
[II] LOW SIDE WORK			
1	Installation of IDU & ODU of 4.00 TR/3.00/2.00 TR ceiling mounted cassette unit with first oil & gas charge & commissioning etc. Rate including ceiling mounted suspension Kit etc complete	2	NO
2	Installation charges for above 2.0TR/1.50TR/ 1.00 TR Split A/C including 5.0 R m copper tubing and electrical wiring connection etc. complete.	3	NO
2[a]	Removing and Reinstallation charges for existing 2.00 TR / 1.5 TR / 1.00 TR High wall mounted split A/C at new location including connection servicing & gas filling complete as directed. [Entire new copper piping and drain shall be paid as per item No 3[a] & 4] Shifting Existing Premises including indoor and outdoor with MS stand etc complete as directed, rates includes removing of AC from existing location, transportation to new location with proper care and fixing at new location with proper cleaning of machines.	2	NO

3	Refrigerant piping - insulated 0.80mm wall thickness copper tube of Mandav/ Totalline make between indoor to outdoor unit of 4.00/3.00/2.00 TR ceiling mounted cassette unit with 4 Sq mm 4 Core copper flexible cable of Finolex / R R Kable / Havells / CEI make. The copper piping shall be insulated with 13mm thick Nitrite rubber insulated of 'O' Class of K Flax/Armaflex/ Superlon Make	35	R m
3[a]	Refrigerant piping - insulated 0.80mm wall thickness copper tube of Mandav/ Totalline make between indoor to outdoor unit beyond 5 R m dist. Of 1.0 TR/1.50TR/2.00 TR Hi wall split unit with 2.5 Sq mm 3 Core copper flexible cable of Finolex/R R Kable/ Havells / CEI make. The copper piping shall be insulated with 9 mm thick Nitrite rubber insulated of 'O' Class of K Flax/Armaflex / Superlon Make (copper pipe concealed in inside wall)	55	R m
4	25/32 mm Dia UPVC drain pipe with insulation of Dutron/Supreme/Astral make - schedule 40 pipe, white in colour, joint properly glued with UPVC adhesive for water outlet from indoor unit. (drain pipe concealed in inside wall)	50	R m
5	Providing ,Fabricate and Fixing M.S stand Platform for keeping outdoor unit of Cassette /Split A/C. with M.S cage for locking of outdoor unit of Cassette/Split A/C. including painting [Drawing should be prepared by the vendor and approved by the Architects]	200	KG
5[a]	Providing and Fixing M.S Powder coated stand for keeping outdoor unit of Split A/C. (Readymade)	3	NO
	TOTAL FOR PART- II		
[III]	Buyback Rate		
6	Buyback of OLD 2.00 Tr SPLIT AC	1	NO
7	Buyback of OLD 1.50 Tr SPLIT AC	3	NO
	NET AMOUNT AFTER BUY BACK (I+II-III)		

Drawings.

