

Tender ID:-	<b>DEL20250303</b>
Date:-	<b>27-03-2025</b>



## STATE BANK OF INDIA

INVITES ONLINE ITEM RATE TENDERS

FOR

**INTERIOR FURNISHING AND ALLIED CIVIL WORKS FOR RENOVATION OF 3<sup>rd</sup> FLOOR,  
'D' BLOCK, SBI, LHO BUILDING, NEW DELHI**

FROM

**THE CONTRACTORS EMPANELLED FOR DELHI CIRCLE UNDER THE CATEGORY OF  
INTERIOR FURNISHING WORKS IF-200 (upto 200 LAKHS)**

**PART – A (TECHNICAL BID)**

**Last Date and Time of submission: 11-04-2025 up to 15:00 Hours**

CLIENT : State Bank of India, LHO New Delhi

Architect & PMC: M/s Taneja Associates Pvt Ltd  
E-32, South Extension,  
Part-I New Delhi- 110049  
Mob- 9811140520  
[E-mail Id- staneja@tanejaassociates.com](mailto:staneja@tanejaassociates.com)

## INDEX

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

Sr. No.	Description	Page No.
1.	<i>Cover page</i>	1
2.	<i>Index</i>	2
3.	<i>Notice Inviting Tender</i>	3-5
4.	<i>Sample Business Rule</i>	6-8
5.	<i>Undertaking (Annexure – A)</i>	9-10
6.	<i>Process Compliance Statement (Annexure-B)</i>	11
7.	<i>Form of Tender</i>	12
8.	<i>Articles of Agreement</i>	13-14
9.	<i>Instructions to the Tenderers</i>	15-17
10.	<i>General and Important notes</i>	18-20
11.	<i>General Conditions of Contract</i>	21-38
12.	<i>Special Conditions of Contract</i>	39-40
13.	<i>Additional Conditions of Contract</i>	41-42
14.	<i>Technical Specifications</i>	43-50
15.	<i>Approved Make List</i>	51-52
16.	<i>Bill of Quantities</i>	53
17.	<i>Drawings</i>	54-56

## **NOTICE INVITING TENDER**

State Bank of India invites online Tenders on item rate basis from the Bank's Empanelled Contractors / vendors / firms of Delhi Circle for Interior Furnishing Works- Category IF- 200 Lacs for INTERIOR FURNISHING AND ALLIED CIVIL WORKS AT 3<sup>rd</sup> FLOOR, D-BLOCK, SBI, LHO BUILDING,, NEW DELHI. Details of tenders are as under:

1.	Name of Work	INTERIOR FURNISHING AND ALLIED CIVIL WORKS AT 3 <sup>rd</sup> FLOOR, 'D' BLOCK, SBI LHO BUILDING, NEW DELHI
2.	Estimated Amount	₹ 1,28,72,502/- (Rupees One Crore Twenty-Eight Lacs Seventy-Two Thousand Five Hundred and Two only)
3.	Time allowed for completion	04 months from the date of placing Letter / Mail of Acceptance.
4.	Earnest Money Deposit	₹ 1,29,000/- (Rupees One Lacs Twenty-Nine Thousand only) through ONLINE mode i.e. Debit Card/ Credit Card/ Net Banking/NEFT/RTGS paid through the portal of etendering.
5.	Initial Security Deposit	2% of total contract value including EMD
6.	Total Security Deposit	5% of Total Contract Value
7.	Last date and time of Submission of Tenders	11-04-2025 up to 3:00 p.m.
8.	Mode of submission of Tenders (Technical Bid & online sealed Price Bid) at <a href="http://www.tenderwizard.com/SBIE_TENDER">www.tenderwizard.com/SBIE_TENDER</a>	<p><b>Technical Bid :</b> Signed and stamped Undertaking (Annexure-A), Signed &amp; stamped Process Compliance Statement (Annexure-B), scan copy of EMD to be uploaded online as Technical Bid.</p> <p><b>Price Bid :</b> Price Bid to be filled Online. Please note that there will no reverse auction and rates quoted in online sealed price bid will be final.</p>
9.	Date and time of opening of Technical Bid and Online Price Bids.	11-04-2025 at 3:30 p.m.
10.	Authority & Place of opening the Tenders	Asst. General Manager (P&E), State Bank of India, 5 <sup>th</sup> Floor, P & E Department, Local Head Office, 11 – Sansad Marg, New Delhi – 110 001
11.	Defects Liability Period	12 months from the date of handing over of the project to the satisfaction of Bank.
12.	Validity of Offer	04 months from the date of opening of tenders.
13.	Liquidated Damages	At the rate of 0.5% of the Contract Value per week which subject to a maximum of 5% of the accepted Contract Value.
14.	Rates	This is an Item Rate Tender. Rates quoted by the bidder shall be including all labour, Materials, Royalities, Octroi, taxes etc except GST which shall be paid extra at the rate & as per Govt / Statutory guidelines / Rules.
15.	Interval of interim bills.	Minimum 30 days
16.	Minimum Net Amount of Interim Bill as admissible after checking by the Bank.	Minimum Rs 30 Lacs plus GST subject to clause 15 above

17.	Release of Total Security Deposit (EMD, ISD & Retention Money) :-	<p>"50% of the Total Security Deposit (EMD, ISD &amp; Retention Money) shall be refunded to the Contractor on":</p> <p>i) Issue of Virtual Completion Certificate by the Architect / Banks/ PMC &amp; authentication of the same by the Bank.</p> <p>ii) Contractor's removal of his materials, equipment, labour force, temporary sheds/ stores etc. from the site, (excepting for a small presence required if any for the Defect Liability Period and approved by the Bank).</p> <p>The remaining 50% of the amount may be refunded 15 days after the end of defects liability period provided he has satisfactorily carried out all the works and attended to all defects to the satisfaction of the Bank and in accordance with the conditions of the contract, including site clearance.</p>
18.	Additional Performance Deposit (ASD) / Additional Performance Guarantee (APG)	<p>ASD/ APG shall be deposited by the bidder whose bid is accepted only if their bid amount is 7.5% or more below to the estimated cost put to tender.</p> <p>The Amount of such ASD / ASG shall be the difference amount between 92.50% of the estimated cost and the accepted price / bid FDR (in the name of contractor &amp; SBI) or Bank Guarantee drawn on any other nationalized Bank (except SBI) may also be accepted as ASD / APG. ASD/APG should be deposited/submitted within 15 days of date of issue of letter of Acceptance / work order.</p> <p>ASD shall be returned only after completion of the work to the satisfaction of the Bank.</p>
19.	Note	Contractor shall obtain all the clearances from Municipal Corporation, NDMC, NGT, ASI & other related authorities.
20.	Important Note	The Bidders need to enclose list of ongoing works in SBI Delhi Circle with scheduled completion date as per NIT / work order. In case more than 2 works (under SBI Delhi Circle) are delayed beyond scheduled date of completion, such bidders themselves should refrain from participating in bidding process till their works are completed and renovated / completed works are handed over to the Bank. Such bidders may not qualify for the participation in bidding process and their price bid may not be opened at the sole discretion of the Bank.

#### **Site Conditions :**

Its absolutely necessary that bidder/s should visit the site and get himself acquainted with the site conditions, working hours, various security aspects, other restriction, conditions, permissions to be followed / complied with / obtained as per Administrative Authority of the Building / Municipal Corporation / ASI etc. The Contractor shall be bound by the terms, conditions & requirements of the Administrative Authority of the Building. It will be duty of the contractor to timely obtain various permissions / pass etc from the Administrative Authorities of Building, and Municipal Corporation.

#### **Mode of Submission of Tender:**

Signed and stamped Undertaking (Annexure-A), Signed & stamped Process Compliance Statement (Annexure-B), scan copy of EMD to be uploaded online as part of Technical Bid. The Price Bid in the form of item rate tender shall be filled online only. First the Technical Bids (Undertaking, Process Compliance Statement and EMD submission) shall be opened and after that the Price Bids of only those bidders shall be opened whose Annexure-A & Annexure-B are found in order and who have submitted valid EMD.

In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.

State Bank of India has the right to accept / reject any or all tenders without assigning any reasons.

For E-Tender related queries:

**Service provider:** M/s Antares Systems Limited, Registered Office at: - #24, Sudha Complex, 3rd Stage, 4th Block, Bangalore - 560079. Ph: - 080-49352000 / 40482000 Fax: - 080-49352034

**Help Desk:** 080-40482100 / 1800-3096630 / 9073677150/ 151 / 152 / 9674758506 / 9674758723 / 26 / 033 4604 6611

**Contact Person:** Mr. Abhay, Mob: 9708966660/Mr. Pravesh Mo: 9044314492 (On working days-9 am to 6 pm)

E-mail: [praveshmani.t@antaressystems.com](mailto:praveshmani.t@antaressystems.com) / [abhaykumar@antaressystems.com](mailto:abhaykumar@antaressystems.com)

For any other queries, the vendors may contact, Mr. G S Gandhi, Assistant General Manager (Civil) - 9818648482 and/or Mr. Shakil Ahmad, Manager (Civil)- 9650926440, Premises & Estate Department, 5th Floor, Local Head Office, State Bank of India, 11 – Sansad Marg, New Delhi – 110 001 and /or Mr. Sunil Taneja, Project Architect, - 9811140520, M/s. Taneja Associates Pvt. Ltd.

Assistant General Manager (P & E),  
State Bank of India,  
Premises & Estate Dep't  
5<sup>th</sup> Floor, Local Head Office.  
11, Sansad Marg, New Delhi -110 001

Date : 27-03-2025

## **SAMPLE BUISNESS RULE DOCUMENT**

### **INTERIOR FURNISHING AND ALLIED CIVIL WORKS AT 3<sup>rd</sup> FLOOR, D-BLOCK, SBI LHO BUILDING, NEW DELHI**

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

1. Only Bank's **empaneled Interior Furnishing contractors** with SBI 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 Bank's Civil Engineer, 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** has been engaged by SBI an authorized service provider. Please go through the guidelines given below and submit your acceptance to the same along with your Commercial Bid.

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

6. Procedure of E-tendering:

i. **Online E-tendering:**

- (a) The hard copy of the Technical as well as Price Bid 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 their item- wise rates for each item.
  - (d) The Contractors are advised not to wait till the last minute to submit their online item rate 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 on item above or below the estimated cost put to tender.
  - (f) In case, contractor fails to quote their rates for any one or more tender items, their tender shall be treated as **"Incomplete Tender"** and shall be liable for rejection.
7. LOG IN NAME & PASSWORD: Each Bidder is assigned a Unique User Name & Password by M/s Antares Systems Limited. The Bidders are requested to change the Password after the receipt of initial Password from M/s Antares Systems Limited. All bids made from the Login ID given to the bidder will be deemed to have been made by the bidder.
8. **BIDS PLACED BY BIDDER:** Bids will be taken as an offer to execute the work as specified. Bids once made, cannot be cancelled / withdrawn and the Bidder shall be bound to execute the work at the quoted bid price. In case the L1 Bidder backs out or fails 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.
9. At the end of the E-tendering, SBI will decide upon the winner. SBI decision on award of Contract shall be final and binding on all the Bidders.
10. SBI shall be at liberty to cancel the E-tendering process/tender at anytime, before ordering, without assigning any reason.
11. SBI shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause.
12. Other terms and conditions shall be as per your techno-commercial offers and other correspondences till date.
13. OTHER TERMS & CONDITIONS:
- The Bidder shall not involve himself or any of his representatives in Price manipulation of any kind directly or indirectly by communicating with other suppliers/ bidders.
  - The Bidder shall not divulge either his Bids or any other exclusive details of 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 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 is not responsible for any damages, including damages that result from, but are not limited to negligence.
- SBI or its authorized service M/s Antares Systems Limited 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.

**All the bidders are requested to ensure that they have a valid digital signature certificate well in advance to participate in the online event.**



**ANNEXURE-A  
UNDERTAKING**

(The bidders are required to print this on their company's letter head and sign, stamp and upload with technical Bid)

Assistant General Manager (P & E),  
State Bank of India,  
Premises & Estate Deppt,  
5<sup>th</sup> Floor, Local Head Office.  
11, Sansad Marg  
New Delhi -110 001

Dear Sir,

**Subject : INTERIOR FURNISHING AND ALLIED CIVIL WORKS AT 3<sup>rd</sup> FLOOR, D-BLOCK, SBI, LHO, BUILDING, NEW DELHI**

- I / We refer to the tender notice issued by you for the captioned work.
- I undertake to submit in Hard copy the tender document along with all Terms & Conditions, Specifications, NIT, Instruction to Tenderes etc as uploaded on the site and subsequent annexure and Corrigendum's duly signed and stamped by authorized representative/ signatory on becoming L1. However we accept all the terms and conditions along with the specifications, Drawings, Layouts etc defined in the tender documents as uploaded by the on the site of e-Tendering agency.
- I/ We hereby offer to perform, provide, execute, complete and maintain the works in conformity with the drawings, designs, conditions of contracts, specifications, schedule of quantities relating to the works.
- I/ We have satisfied myself/ ourselves as to the site conditions, examined the drawings and all aspects of the tender conditions, subject to above, I/ We do hereby agree, should this tender be accepted in whole or in part, to:
  - a. Abide by and fulfill all the terms and provisions of the said conditions annexed here to,
    - Complete the works within the period as mentioned in NIT as per the work programme enclosed with the tender in two or three shifts if considered necessary by the Employer / Consultants at no extra cost to the Employer.
    - I / We have deposited an earnest money as per NIT which, I / We note, will not bear any interest and is liable for forfeiture and I shall not be allowed to participate in any of the tender of SBI for a period of 06 months from the date of opening of this tender
- If our offer is withdrawn by us within the validity period of acceptance by the Employer.

Or
- If the contract agreement is not executed by us within 15 days from the date of receipt of the letter of acceptance.

Or
- If we fail to pay the initial security deposit /ASD / APG as stipulated.

Or

- If the work is not commenced immediately after issue of Mail / Letter of Acceptance.
- I / We understand that you are not bound to accept the lowest or any tender you receive.

(Signature of Authorized Person of the Firm)

(Seal of the Firm)

Name of the Signatory :

Date :

Place :

## **ANNEXURE – B**

### **PROCESS COMPLIANCE STATEMENT**

*(The bidders are required to print this on their company's letter head and sign, stamp and upload with technical Bid)*

To,  
M/s. **Antares Systems Limited**

#### **AGREEMENT TO THE PROCESS RELATED TERMS AND CONDITIONS FOR THE E-TENDER FOR INTERIOR FURNISHING AND ALLIED CIVIL WORKS AT 3<sup>rd</sup> FLOOR, D-BLOCK, SBI, LHO BUILDING, NEW DELHI**

This has reference to the Terms, Conditions etc for the E-tendering mentioned in the Tender documents. This letter is to confirm that:

- 1) The undersigned is authorized representative of the company.
- 2) We have studied and understood the Commercial Terms and the Business Rules governing the E tendering of E-Tendering Agency and confirm our agreement to them.
- 3) We also confirm that we have taken the training on the E-tendering Process / Tool and have understood the functionality of the same thoroughly.
- 4) We confirm that SBI and M/s. **Antares Systems Limited** shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the E tendering platform due to loss of internet connectivity, electricity failure, virus attack problems with the PC and / or 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 honour the Bids placed by us during the E-tendering process.

With regards.

(Signature of authorised Signatory)

(Seal of the Company/Firm)

Name :

Date :

Designation :

Address of Company/Organization

## **FORM OF TENDER**

To,  
Assistant General Manager (P & E),  
State Bank of India,  
Premises & Estate Deppt,  
5<sup>th</sup> Floor, Local Head Office.  
11, Sansad Marg  
New Delhi -110 001

Dear Sir,

### **INTERIOR FURNISHING AND ALLIED CIVIL WORKS AT 3<sup>rd</sup> FLOOR, D-BLOCK, SBI, LHO BUILDING, NEW DELHI**

- I/ We refer to the Notice Inviting Tender issued by you for the captioned work.
- I/ We do hereby offer to perform, provide, execute, complete and maintain the works in conformity with Bill of Quantities, Drawings, Specification, Design, General and Special conditions of Contract, Instruction to tenderers, etc. as contained in the tender documents for the sum as arrived and filled, at the respective rates quoted by me/us in the Schedule of Quantities and/or at any other sum and rate subsequently negotiated and accepted / agreed by the Bank and me/us.
- I/We have satisfied myself / our self as to the site conditions, examined site and drawings, and all aspects of tender documents / conditions and are acceptable to us. I/We do hereby agree, should this tender be accepted in whole or in part, to ,
  - (A) Abide by and full-fill the terms, conditions and provisions of tender documents annexed hereto.
  - (B) Complete the work within stipulated completion time at no extra cost to the Bank.
- I/We have already deposited the Earnest Money Amount as per NIT.
  - I/We are uploading /submitting the Part-A (Technical Bid) with other requisite documents online at designated site.
  - We confirm that I/We will submit the online Indicative (Sealed) Bid as per schedule.
  - I/We confirm that I/We are duly authorized to participate in the tendering/bidding and understand that my / our tender is liable to be rejected if,
    - At any times it comes to the notice of the Banks that I/We have concealed or / and have given any wrong information.
    - The tender is not duly filed and /or signed and / or is incomplete and/or not kept confidential.
    - The bid contains any condition / alteration / modification and/or any tempering with the tender documents is done at our end.
    - Tender submitted after due date and time

All the pages of the tender documents are affixed with the seal/stamp of my/our company and initialed / signed by the undersigned.

Signature of Tenderer/s

Seal /stamp of the firm/company (Duly  
authorized for tendering)

(On Non -Judicial Stamp paper of appropriate value)

### **ARTICLES OF AGREEMENT**

This agreement made the .....day of ..... between AGM (P&E), State Bank of India, LHO New Delhi (hereinafter called the Bank or SBI) which expression shall include the successors and assigns) of the one part and M/s. .... company / partnership for registered under the Indian Companies Act/ Partnership Act having its registered office..... (hereinafter called "the Contractors" which expression shall include the present directors / partners and also the directors / partners from time to time as also their respective heirs, legal representatives, administrators and assigns) of the other part.

WHEREAS the employer is desirous of execution of work i.e "INTERIOR FURNISHING AND ALLIED CIVIL WORKS AT 3<sup>rd</sup> FLOOR, D-BLOCK, SBI, LHO BUILDING, NEW DELHI" and has caused drawings and specifications describing the works to be done prepared by Project Architects, M/s Taneja Associates Pvt Ltd, having their offices at E-32 South Extension, Part-1 New Delhi- 110049 (hereinafter called "the Architect")

AND WHEREAS THE SAID Drawings numbered as mentioned in the tender documents hereinafter mentioned and to be issued from time to time, the specifications and the Schedule of items and quantities have been signed by or on behalf of the parties hereto.

AND whereas the contractors have agreed to execute upon and subject to the condition set forth herein and Schedule of items and quantities, General & special Conditions of Contract, specification etc. contained in the tendered documents including all correspondences exchanged by or between the parties from the submission of tender till the award of work, both letters inclusive, (all of which are collectively hereinafter referred to as "the said conditions"). The works shown upon the said drawing and /or described in the said specification and included in the schedule of Items and Quantities at the respective rates therein set forth amounting to the sum of \_\_\_\_\_Rs\_\_\_\_\_ (Rupees \_\_\_\_\_in words\_\_\_\_\_) as there in arrived at or 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 the manner set forth in the said Conditions, the Contractors 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.
2. The employer shall pay the Contractors the 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 Architect" in the said condition shall mean the said "M/s Vastu Sadan" or in the event of their ceasing to be the Architect 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 Architect under this contract shall be entitled to disregard or over rule any previous decisions or approval or direction given or expressed in writing by the architect for the time being.
4. The said conditions and appendix thereto shall be read and construed as forming part of this agreement, and the parties hereto shall respectively abide by / submit themselves to the said conditions and perform the agreements on their part respectively in the said conditions contained.

5. The plans, agreement and documents mentioned herein shall form the basis of this contract.

6. This contract is neither a fixed Lump sum contract nor a piece work contract but is a contract to carry out the work in respect of the entire project on item rate basis to be paid for according to actual measured quantities at the rates contained in the schedule of quantities and rates or as provided in the said conditions.

7. The Bank / Employer reserves to itself the rights of altering the specifications and nature of work by adding to or omitting any item of work or having portions of the same carried out without prejudice to the contract.

8. 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 14th day after date of issue of formal work order as provided for in the said conditions of contractor whichever is later and to complete the entire work within \_\_\_\_ (period of contract) months subject never the less to the provisions for extension of time.

9. All payments by the Employer under this contract will be made only at \_\_\_\_\_.

10. Any dispute arising under this Agreement shall be referred to arbitration in accordance with the stipulations laid down in the tender.

11. That all the parts of this contract have been read by the contractor and fully understood by the contractor. They further agree to complete the said work to fullest satisfaction of architect / Employer.

12. IN WITNESS WHEREOF the Employer and the contractors have set their respective hands to these present through their duly authorized official and the said two duplicates hereof to be executed on its behalf of the day and year first herein above written.

Signed on behalf of the

Signed on behalf of the

STATE BANK OF INDIA

CONTRACTORS

In the presence of :

In the presence of :

1. Signature :  
Name :  
Address :

1. Signature :  
Name :  
Address :

In the presence of :

In the presence of :

2. Signature :  
Name :  
Address :

2. Signature :  
Name :  
Address :

## **INSTRUCTIONS TO THE TENDERERS**

### **1.0 Scope of Work**

**"INTERIOR FURNISHING AND ALLIED CIVIL WORKS AT 3<sup>rd</sup> FLOOR, D-BLOCK, SBI, LHO BUILDING, NEW DELHI"** all as described in Tender and Drawings inclusive hereto as Specifications.

### **1.1 Site and its location:**

The proposed work is to be carried out at SBI, LHO, New Delhi at 11, Parliament street Connaught Place, New Delhi.

### **2.0 Tender Documents**

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

Instructions to tenderers  
General Conditions of Contract  
Special Condition of Contract  
Additional conditions  
Technical Specifications  
Drawings  
Price Bid  
NIT  
Performance Guarantee Agreement

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 :

- o Bill of Quantities / Price bid
- o NIT, corrigendum and addendum
- o Additional Conditions
- o Technical Specifications
- o Drawings
- o Special Condition of Contract
- o General Condition of Contract
- o Instructions to Tenderers

2.3 Complete set of tender documents including relative drawings can be downloaded from e-Tendering portal of e-Tendering service provider engaged by SBI

2.4 The tender documents are not transferable.

### **3.0 Site Visit**

3.1 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.

#### 4.0 Earnest Money

4.1 The tenderer are requested to submit the Earnest Money as mentioned in NIT

4.2 EMD in any other form other than as specified above will not be accepted. Tender not accompanied by the EMD in accordance with NIT above shall be rejected.

4.3 No interest will be paid on the EMD

4.4 EMD of unsuccessful tenderer will be refunded within 30 days of award of contract.

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

#### 5.0 Initial Security Deposit (ISD)

The successful tenderer will have to submit a sum as mentioned in NIT within a period of 15 days of acceptance of tender.

#### 6.0 Security Deposit (TSD)

6.1 Total Security Deposit shall be as per NIT which is including ISD. Balance difference of TSD & ISD shall be deducted from the running bill of the work at the rate of 10% of the respective running account bill i.e. deduction from each running bill account will be 10% till total 5% of contract value is reached. 50% of the total security shall be paid to the contractors on the basis of architect's certifying the virtual completion. The Balance 50% would be paid to the contractors after successful completion defects liability period as specified in the contract.

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

#### 7.0 Signing of contract documents

The successful tenderer shall be bound to implement the contract by signing agreement and conditions of contract attached herewith within 30 days from the receipt of intimation of acceptance of his tender by the Bank. However, the written acceptance of the tender by the Bank will constitute a binding agreement between the Bank and successful tenderer whether such formal agreement is subsequently entered into or not.

#### 8.0 Completion period

Time is essence of the contract. The work should be completed in all respects in accordance with the terms of contract within a period as specified in the NIT from the date of handing over of site or from the date of Letter of Acceptance whichever is later.

#### 9.0 Validity of tender

Tenders shall remain valid and open for acceptance for a period as mentioned in the NIT (validity of Offer) from the date of opening of price bid. If the tenderer withdraws his/ her offer during the validity period or makes modifications in his/her original offer which are not acceptable to the Bank, without prejudice to any other right or remedy, the Bank shall be at liberty to forfeit the EMD.



## 10.0 Liquidated Damages

The liquidated damages shall be as mentioned in the NIT.

## 11.0 Rate and prices:

### 11.1 In case of item rate tender

11.1.1 The tenderers shall quote their rates on item basis above or below the estimated cost both in words and figures. In case of discrepancy between the rate quoted in words and figures the item rate quoted in words will prevail. The rate and amount of each item shall be calculated based on the item rates quoted and the requisite total is given.

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

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

The tenderers 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/ Bank.

11.1.4 Each page of the BOQ shall be signed by the authorized person and cutting or overwriting shall be duly attested by him

11.1.5 Each page shall be totaled and the grand total shall be given.

11.1.6 The rate quoted shall be firm and shall include all costs, allowances, taxes, levies, labour cess, statutory charges, local municipal charges, liassioning charges etc. unless otherwise specified to be paid extra in these tender documents. Only GST will be paid extra as applicable.

## **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 Fire Retardant Ply 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.
- (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 have 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 / Bank 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 supFire Retardant Ply 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/Fire Retardant 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 form 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

## **GENERAL CONDITIONS OF CONTRACT**

### **1.0 Definitions:-**

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

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

1.0.1 ‘SBI shall mean SBI having its Office at Fifth Floor, SBI, LHO, New Delhi and includes the client’s representatives, successors and assigns.

1.0.2 ‘Architects/ Consultants’ shall mean the person or agency engaged by the Bank for Architectural / PMC services. The whole work, measurements shall be carried out under his supervision.

1.0.3 ‘Site Engineer’ shall mean an Engineer appointed by the SBI at site as their representative for day-to-day supervision of work and to give instructions to the contractors.

1.0.4 ‘The Contractor’ shall mean the individual or firm or company whether incorporation, undertaking the works and shall include legal personal representative of individual or the composing the firm or company and the permitted assignees of individual or firms of company.

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

1.1.11 ‘Engineer-in-charge’ shall mean the Bank’s Civil/Electrical Engineer in-charge of the Project, as nominated by the AGM (P&E) / AGM Civil.

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

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

1.0.7 “Month” means calendar month.

1.0.8 “Week” means seven consecutive days.

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

1.0.10 The following shall constitute the Joint Project Committee (herein under referred to as JPC) for assessing and reviewing the progress of the work on the project and to issue instructions or directions from time to time for being observed and followed by the Architects Site Engineer / PMC and other consultants / contractors engaged in the execution of the project.

- i) Assist General Manager – (P &E)
- ii) Assist General Manager – (Civil)
- iii) SBI Engineer (Civil and Electrical) in-charge of the Project.

## **CLAUSE**

### **1.0 Total Security Deposit:**

Total security deposit shall be 5% of contract value. Deduction from each running bill account (if permitted) will be @ 10% till Total Security Deposit (TSD) reaches to 5% of contract value. The 50% of the Total Security Deposit shall be paid to the contractor 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.

### **1.1 Earnest Money Deposit-**

As per NIT. The EMD/ any other amount with the Bank shall stand absolutely forfeited if the tenderer revokes his tender after acceptance of rate at any time the period when he is required to keep his tender open acceptance by the SBI or after it is accepted by the SBI , the contractor fails to enter into a formal agreement or fails to commence the work within the stipulated time.

**1.2 Initial Security Deposit (ISD):** Additional Security Deposit as per NIT.

### **1.3 Retention Money:**

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 plus Retention Money shall both together not exceeding 5% of the contract value including EMD. The 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 contractors without interest within fifteen days after the end of defects liability period provided the contractor has satisfactorily attended to all defects in accordance with the conditions of contract including site clearance.

### **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: Retardant Ply.

- i. Between scaled and written dimension (or description) on a drawing, the latter shall be adopted.
- ii. Between the written or shown description or dimensions in the drawings and the corresponding one in the specification the former shall be taken as correct.
- iii. Between written description of the item in the specifications and descriptions in bills of quantities of the same item, the former shall be adopted:
- iv. In case of difference between rates written in figures and words, the rate in words shall prevail.
- v. 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/awarded work in every respect strictly accordance with this contract and with the directions of and to the satisfaction Bank to be communicated through the architect/consultant. The architect/consultant at the directions of the SBI from time to time issue further drawings and / or write instructions, details directions and explanations which are here after collectively references to as Architect's / consultant's

instructions in regard to the variation or modification of the design, quality or quantity of any work or the addition or omission or substitution work. Any discrepancy in the drawings or between BOQ and / or drawings and/or specifications. The removal from the site of any material brought thereon by the Contractor and any substitution of any other materials therefore the removal and/or re- execution of any work executed by him. The dismissal from the work of any person engaged the re upon.

**5.0 i) Letter of Acceptance:**

Within the validity period of the tender the SBI shall issue a letter of acceptance directly or through the architect by registered post or otherwise depositing at the of the contractor as given in the tender to enter into a Contract for the execution of the work as per the terms of the tender. The letter of acceptance shall constitute a bind contract between the 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 there of shall sign an agreement in a non-judicial stamp paper of appropriate value.

**6.0 Ownership of drawings:**

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

**7.0 Detailed drawings and instructions:**

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

The work shall be executed in conformity there with and the contractor prepare a detailed programme schedule indicating therein the date of start and completion of various activities on receipt of the work order and submit the same to the SBI through the architect/consultant

**7.1 Copies of agreement:**

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

**8.0 Liquidated damages:**

If the contractor fails to maintain the required progress in terms of clause 6.0 of GOC or to complete the work and clear the site including vacating their office on or before the contracted or extended date or completion, without justification in support of the cause of delay, he may be called upon without prejudice to any other right of remedy available under the law to the SBI on account of such breach to pay a liquidated damages at the rate of 0.50% of the contract value which subject to a maximum of 5% of the contract value.

**9.0 Materials, Appliances and Employees:**

Unless or otherwise specified the contractor shall provide and pay for all materials, labour, water, power, tools, equipment transportation and any other facilities that are required for the satisfactory execution and completion of the work. Unless or otherwise specified all materials shall be new and both workmanship and materials shall be best quality. The contractor shall at all times enforce strict discipline and good order among his employees and shall not employ on the work any unfit person or anyone not skilled in the work assigned to him. Workman whose work or behavior is found to be unsatisfactory by the SBI /Architect/ consultant he shall be removed from the site immediately.

**10.0 Permits, Laws and Regulations:**

Permits and licenses required for the execution of the work shall be obtained by the contractor at his own expenses. The contractor shall give notices and comFire Retardant Ply 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 the reform and shall indemnify the SBI any legal actions arising there from.

**11.0 Setting out Work:**

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

**12.0 Protection of works and property:**

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

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

**13.0 Inspection 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 lying 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.

**14.0 Assignment and subletting:**

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

**15.0 Quality of materials, workmanship &Test:**

All materials and workmanship shall be best of the respective kinds described in the contract and in accordance with Architect/consultant instructions and shall be subject from time to time to such tests as the architect/consultant may direct at the place of manufacture or fabrication



or on the site or an approved testing laboratory. The contractor shall provide such assistance, instruments, machinery, labor, and materials as are normally required for examining measuring sampling and testing any material or part of work before in corporation in the work for testing as may be selected and required by the architect/consultant.

**ii) Samples:**

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

**iii) Cost of tests:**

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

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

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

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

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

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

**17.0 Contractor's superintendence:**

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

**18.0 Quantities:**

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

**19.0 Works to be measured:**

The Architect/Consultant 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 quantity representative to assist the Architect in taking such measurements and calculation and to furnish all particulars or to give all assistance required by any of them. Such measurements shall be taken in accordance with the Mode of measurements detail in the specifications. The representative of the Architect / Consultant shall take measurements with the contractor's representative and the measurements shall be entered in the measurement book. The contractor or his 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 M book should the contractor not attend or neglect or omit to depute his representative to take measurements the measurements recorded by the representative of the Architect/consultant shall be final. All authorized extra work, omissions and all variations made shall be included such measurement.

#### **20.0 Variations:**

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

#### **21.0 Valuation of Variations:**

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

(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 price herein.

(ii) Rates for all items, wherever possible should be derived out of the rates given in the priced BOQ.

The net prices of the original tender shall determine the value of the items omitted, provided if omissions do not vary the conditions under which any remaining items of Works are carried out, otherwise the prices for the same shall be valued under sub- Clause 'c' hereunder.

Where the extra works are not of similar character and/or executed under similar conditions as aforesaid or where the omissions vary the conditions under which any remaining items or works are carried out, then the contractor shall within 7 days of the receipt of the letter of acceptance inform the Architect/ consultant of the rate which he intends to charge for such items of work, duly supported by analysis of the rate or rates claimed and the Architect/consultant shall fix such rate or prices as in the circumstances in his opinion are reasonable and proper, based on the market rate.

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.

It is further clarified that for all such authorized extra items where rates cannot be derived from the tender, the Contractor shall submit rates duly supported by rate analysis worked on the 'market rate basis for material, labour hire / running charges of equipment and wastages etc. plus 15% towards establishment charges, contractor's overheads and profit. Such items shall, not be eligible for escalation.

#### **22.0 Final measurement:**

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

#### **23.0 Virtual Completion Certificate (VCC):**

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

Clear the site of all scaffolding, wiring, pipes, surplus materials, contractor's labour equipment and machinery.

Demolish, dismantle and remove the contractor's site office, temporary works, structure including labour sheds/camps and constructions and other items and things whatsoever brought upon or erected at the site or any land allotted to the contractor by the SBI not incorporated in the permanent works.

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

Shall put the SBI in undisputed custody and possession of the site and all land allot by the SBI

Shall hand over the work in a peaceful manner to the SBI

All defects / imperfections have been attended and rectified as pointed out by the Architects to the full satisfaction of SBI

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

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

#### **24.0 Work by other agencies:**

The SBI / Architect / consultant reserves the rights to use premises and any portion the site for execution of any work not included in the scope of this contract 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.

**25.0 Insurance of works:**

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 of damages from whatever cause arising other than the excepted risks, for which he is responsible under the terms of contract and in such a manner that the SBI and contractor are covered for the period stipulated I clause of GCC and are also covered during the period of maintenance for loss or damage arising from a cause, occurring prior to the commencement of the period of maintenance and for any loss or damage occasioned by the contractor in the course of any operations carried out by him for the purpose of comFire Retardant Plying with his obligations under clause.

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.

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.

Such insurance shall be affected 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 if insurance and the receipts for payment of the current premiums.

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

**27.0 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 sub-clause 26.0 of this clause.

**28.0 Contractor's superintendence:**

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 to 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.

**29.0 Third Party Insurance:**

Before commencing the execution of the work the contractor but without limiting his obligations and responsibilities under clause 25.0 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 25.0 thereof.

**30.0 Minimum amount of Third Party Insurance:**

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

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

**31.0 Accident or Injury to workman:**

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

**32.0 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 persons are employed by him on the works and shall, when required, produce to the architect / consultant such policy of insurance and receipt for payment of the current premium. Provided always that, in respect of any persons employed by any sub-contractor the contractor's obligation to insured 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.

**33.0 Remedy on contractor's failure to insure:**

If the contractor fails to effect and keep in force the insurance referred to above or any other insurance which he may be required to effect under the terms of contract, then and in any such case the 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.

Without prejudice to the others rights of the SBI against contractors. In respect of such default,

the employer shall be entitled to deduct from any sums payable to the contractor the amount of any damages costs, charges, and other expenses paid by the SBI And which are payable by the contractors under this clause. The contractor shall upon settlement by the Insurer of any claim made against the insurer pursuant to a policy taken under this clause, proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the monies received from the Insurer in respect of such damage shall be paid to the contractor and the Contractor shall not be entitled to any further payment in respect of the expenditure incurred for rebuilding or repairing of the materials or goods destroyed or damaged.

**34.0 Commencement of Works:**

The date of commencement of the work will be reckoned from the date of award of letter by the SBI

**35.0 Time for completion:**

Time is essence of the contract and shall be strictly observed by the contractor. The entire work shall be completed within the stipulated period 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.

**36.0 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 of contract. If the contractor needs an extension of time for the completion of work or if the completion of work is likely to be delayed for any reasons beyond the due date of completion as stipulated in the contract, the contractor shall apFire Retardant Ply to the SBI Through the Architect' Consultant in writing at least 30 Days before the expiry of the scheduled time and while apFire Retardant Plying for extension of time he shall furnish the reason in detail and his justification if an', for the delays. The architect/consultant shall submit their recommendations to the SBI in the prescribed format for granting extension of time. While granting extension of time the contractor shall be informed the period extended time which will qualify for levy of liquidated damages. For the balance period in excess of original stipulated period and duly sanctioned extension of time by the provision of liquidated damages as stated under clause 10.0 shall become applicable. Further the contract shall remain in force even for the period beyond the due date of completion irrespective whether the extension is granted or not.

**37.0 Rate of progress:**

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

**38.0 Work during nights and holidays:**

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



clause shall not be applicable in the case of any work which becomes essential to carry by rotary or double shifts in order to achieve the progress and quality of the part of the works being technically required / continued with the prior approval of the Architect / consultant at no extra cost to the SBI

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

**39.0 No compensation or restrictions of work:**

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

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

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

**40.0 Suspension of work:**

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

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

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

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

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

**41.0 Action when the whole security deposit is forfeited:**

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

To rescind the contract (of which rescission notice in writing to the contractor by - Architect / consultant shall be conclusive evidence) and in which case the security, deposit of the contractor shall be forfeited and be absolutely at the disposal of SBI.

To employ labour paid by the SBI and to supply Fire Retardant Ply materials to carry out the work, or part of the work, debiting the contractor with the cost of the labour and materials cost of such labour and materials as worked out by the Architect / consultant shall final and conclusive against the contractor) and crediting him with the value of the work done, in all respects in the same manner and at the same manner and at the same rates as if it had been carried out by the contractor under the terms of this contract certificate of architect /consultant as to the value of work done shall be final conclusive against the contractor.

To measure up the work of the contractor, and to take such part thereof as shall unexecuted, out of his hands, and to give it to another contractor to complete in which case any expenses which may be incurred in excess of the sum which would have been paid to the original contractor, if the whole work had been executed by him (The amount of which excess the certificates in writing of the Architects / consultant shall final and conclusive) shall be borne by original contractor and may be deducted any money due to him by SBI under the contract or otherwise, or from his security deposit or the proceeds of sale thereof, or sufficient part thereof.

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

**42.0 Owner's right to terminate the contract:**

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

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

Or shall assign or sublet this contract without the consent in writing of the 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:

has abandoned the contract; or

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

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 of the SBI or Architect's / 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 powers of 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 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 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 complement and finishing or using the materials and plant for the works.

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

#### **43.0 Certificate of payment:**

The contractor shall be entitled under the certificates to be issued by the Architect / consultant to the contractor within 10 working days from the date of certificate to payment from SBI From time to time SBI shall recover the statutory recovering other dues including the retention amount from the certificate of payment. Provided always that the issue of any certificate by the Architect / consultant during progress of works or completion shall not have effect as certificate of satisfaction relieve the contractor from his liability under clause.

The Architect / consultant shall have power to withhold the certificate if the work or in part thereof is not carried out to their satisfaction. The Architect/consultant may by any certificate make any corrections required previous certificate. The SBI shall modify the certificate of payment as issued by the architect/ consultant from time to time while making the payment. The contractor shall submit interim bills only after taking actual measurements and properly recorded in the Measurement books. Interim Bills shall be paid as per NIT.

The final bill may be submitted by contractor within a period of one month from the date of virtual completion and Architect / consultant shall issue the certificate of payment within a period of 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.

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

#### **44.0**

##### **A. Settlement of Disputes and Arbitration:**

Except where otherwise provided in the contract all questions and disputes to the meaning of the specifications, design, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question , claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings specifications, estimates, instructions orders or these conditions or otherwise concerning the work or the execution or failure to execute the same whether arising during the progress of the work or after the cancellation, termination, completion or abandonment thereof

shall be dealt with as mentioned hereinafter:

If the contractor considers that he is entitled to any extra payment or compensation in respect of the works over and above the amounts admitted as payable by the Architect or in case the contractor wants to dispute the validity of any deductions or recoveries made or proposed to be made from the contractor raise any dispute, the contractor shall forthwith give notice in writing of his claim, or dispute to The AGM (P&E) LHO Delhi and endorse a copy of the same to the Architect, within 30 days from the date of disallowance thereof or the date of deduction or recovery. The said notice shall give full particulars of the claim, grounds on which it is based and detailed calculations of the amount claimed and the contractor shall not be entitled to raise any claim nor shall the SBI 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 AGM (P&E) LHO Delhi 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 AGM (P&E) LHO Delhi in writing in the manner and within the time aforesaid.

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

The AGM (P&E) LHO Delhi shall give his decision in writing on the claims notified by the receipt of the contractor may within 30 days of the receipt of the decision of the Submit his claims to the conciliating authority namely the CDO., SBI, LHO, Delhi for conciliation along with all details and copies of correspondence exchanged between him and the SBI.

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 CGM of the SBI for appointment of an arbitrator to adjudicate the notified claims falling which the claims of the contractor shall be deemed to have been considered absolutely barred and waived.

Except where the decision has become final, binding and conclusive in terms of the contract, all disputes or differences arising out of the notified claims of the contractor as aforesaid and all claims of the SBI shall be referred for adjudication through arbitration by the Sole Arbitrator appointed by the CGM and who will be of Deputy General Manager rank. It will also be no objection to any such appointment that the Arbitrator so appointed is a SBI, Officer and that he had to deal with the matters to which the Contract relates in the course of his duties as SBI, 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 CGM of the SBI Such person shall be entitled to proceed with the reference from the stage at which it was let by his predecessor.

It is a term of this contract that the party invoking arbitration shall give a list of disputes with amounts claimed in respect of each dispute along with the notice for appointment of arbitrator.

It is also a term of this contract that no person other than a person appointed by such Chief General Manager as aforesaid should act as arbitrator. The conciliation and arbitration shall be conducted in accordance with the provisions of the Arbitration & Conciliation Act 1996 or any or any accordance modification or reenactment thereof and the rules made there under.

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

It is also a term of the contract that the Arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims. The venue of the arbitration shall be such place as may be fixed by the arbitrator in his sole discretion. The fees, if any of the arbitrators shall, if required to be paid before the award is made and published, be paid half and half by each of

the parties. The Cost of the reference and of the award (including the fees, if any of the arbitrator) shall be in the discretion of the arbitrator who may direct to any by whom and in what manner, such costs or any part thereof, shall be paid and fix or settle the amount of costs to be so paid.

#### **45.0 Water supFire Retardant Ply:**

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

- i) That the water used by the contractor shall be fit for construction purposes to the satisfaction of the Architect /consultant's.
- ii) The contractor shall make alternative arrangements for the supFire Retardant Ply of water if the arrangement made by the contractor for procurement of water in the opinion of the Architect / consultant is unsatisfactory.
- iii) In case contractor is permitted to use SBI source of water i.e. Municipal connection, Bore well (existing or new) etc., the SBI will recover as per clause **51.0** of this document from the final bill of contractor.

The contractor shall construct temporary well / tube well in SBI Pvt. Ltd 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 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.

#### **46.0 Power supFire Retardant Ply:**

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

In case contractor is permitted to use Bank's source of power supFire Retardant Ply provided at one point, the SBI will recover as per clause **51.0** of this document from the final bill of contractor.

#### **47.0 Treasure trove etc.**

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

#### **48.0 Method of measurement:**

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

#### **49.0 Maintenance of registers:**

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

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

#### **50.0 Force Majeure:**

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

As soon as the cause of force majeure has been removed the party whose ability perform its obligations has been affected, shall notify the other of such cessation and the actual delay incurred in such affected activity adducing necessary evidence in support thereof. From the date of occurrence of a case off or force majeure obligations of the party affected.

#### **51.0 Water power and other facilities:**

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 supFire Retardant Ply 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.

The rate quoted in the tender shall include the expenses for obtaining and maintaining power connections and shall pay for the consumption charges.

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 supFire Retardant Ply obtained by the contractor. However, the concerned contractor shall make their own arrangements to draw the supFire Retardant Ply and pay directly the actual consumption charges at mutually agreed rates between them. All municipal charges for drainage and water connection for Construction purposes shall be borne by the contractor and charges payable for permanent connections, if any, shall be initially paid by the contractor and the SBI will reimburse the amount on production of receipts.

The SBI as well as the Architect / consultant shall give all possible assistance to the Contractor's to obtain the requisite Permission from the various authorities, but the responsibility for obtaining the same in time shall be of the contractor.

**In case contractor is permitted to use Bank's source of water and power supFire Retardant Ply provided at one point, the SBI may recover @ 0.50% of final bill amount for water and electricity (Combined) from the bill of contractor.**

#### **52.0 Facilities for contractor's employees:**

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

#### **53.0 Lighting of works:**

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

**54.0 Firefighting arrangements:**

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

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

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

**55.0 Site order book:**

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

/consultant as and when demanded- Any instruction which the architect/consultant may like to issue to the contractor or the contractor may like to bring to the architect / consultant two copies of such instructions shall be taken from the site order book and one copy will be handed over to the party against proper acknowledgment and the second copy will be retained for their record.

**56.0 Temporary fencing/barricading:**

The contractor shall provide and maintain a suitable temporary fencing/barricading/ green nets 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.

**57.0 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.-

**58.0 Disposal of refuse:**

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

**59.0 Contractor to verify site measurement:**

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

**60.0 Displaying the name of the work:**

The contractor shall put up a name board of suitable size as directed by the architect/consultant indicating there in 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.

**61.0 As built drawings:**

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

For the drawings prepared by the contractor:

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

**62.0 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 treatment, aluminum doors and windows and any other item as specified in the tender. The architect/consultant may approve any make / agency within the approved list as given in the tender after inspection of the sample/mockup.

**63.0 Procurement of materials:**

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

**64.0 Excise duty, taxes, levies etc.:**

The contractor shall pay and be responsible for payment of all taxes, duties, levies, royalties, fees, cess or charges in respect of the works including but not limited to sales tax, tax on works contract excise duty, and Octroi, payable in respect of materials, equipment plant and other things required for the contact. All of 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, fees, levies etc. if any, till completion of work shall be deemed to be included in the quoted rates and no extra amount on this account. Variation of taxes, duties, fees, levies etc. if any, till completion of work shall be deemed to be included in the quoted rates and no extra claim on this account will in any case be entertained. If a new tax or duty or levy or cess or royalty or Octroi is imposed under as statutory law during the currency of contract the same shall be borne by the contractor. However, GST will be paid extra.

**65.0 Acceptance of tender:**

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



**66.0 Photographs:**

The Contractor shall at his own expense supply Fire Retardant Ply 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 month 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.

**67.0 Safety Codes:**

1. First aid appliances including adequate supply Fire Retardant Ply of sterilized dressing and cotton wool shall be kept in a readily accessible place.
2. An injured person shall be taken to a public hospital without loss of time, in cases when the injury necessitates hospitalization.
3. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from the ground.
4. No portable single ladder shall be over 8 meters in length. The width between the side rails shall not be less than 30 cm. (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra labour shall be engaged for holding ladder.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench half of the depth of trench whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.
7. No floor, roof or other part of the structure shall be so overloaded with debris or material as to render it unsafe.
8. Workers employed on mixing and handling material such as asphalt, cement, mortar, concrete and lime shall be provided with protective footwear and rubber hand gloves.
9. Those engaged in welding works shall be provided with welders' protective eye shield and gloves.
10. (i) No paint containing lead or lead products shall be used except in the form of paste ready-made 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 scraped.
11. Overalls shall be supplied by the contractor to the painters and adequate facilities shall be provided to enable the working painters to wash during cessation of work.
12. Hoisting machines and tackle used in the works including their attachments anchor and supports shall be in perfect condition.
13. The ropes used in hoisting or lowering material or as a means of suspension shall be durable quality and adequate strength and free from defects.

## **SPECIAL CONDITIONS OF CONTRACT**

### **1. 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.

### **2. Notice of operation:**

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

### **3. 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.

### **4. 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.

### **5. 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.

### **6. 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.

### **7. 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.

d. 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

#### **8. Fire fighting arrangements:**

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.

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.

- Proper handling, storage and disposal of combustible materials and waste.
- Work operations which can create fire hazards
- Access for firefighting equipments.
- Type, number and location of containers for the removal of surplus materials and rubbish.
- Type, size, number and location of fire extinguishers or other fire fighting equipments.
- General housekeeping.

#### **9. 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.

### **ADDITIONAL CONDITIONS OF CONTRACT**

Not withstanding anything contained herein above the following ADDITIONAL CONDITIONS shall be applicable for this contract / work.

**1. PRICE VARIATION ADJUSTMENT (PVA):**

The rates/ Item 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. 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. RATES:**

It may be noted that it is an item rate contract. Rates quoted by the successful bidder and 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. 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 all applicable taxes etc (but excluding GST) 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. 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. 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. 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 running branch premise; therefore the work may be carried out day & night.

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.GENERAL:**

- a. 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.
- b. 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.
- c. Any item mentioned in the BOQ with "TO THE SHAPE" will have measurement of onsite executed to the shape area only.
- d. 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
- e. 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.
- f. MTC (Manufacturer Test certificate) Where ever applicable shall be arranged & submitted by the contractor.
- g. Water & Electricity, if available, shall be provided by the Bank at one point without any charges. 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.
- h. 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.
- i. 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.

### **TECHNICAL SPECIFICATIONS**

Unless otherwise mentioned in item description / bill of quantities and / or instructed by architects/Engineer following specifications shall be adopted. All works to be carried as per detailed execution drawings and instructions of Architect/Engineer in-charge.

Sizes mentioned hereunder or elsewhere in these tender documents are finished sizes and centre to centre distance is the maximum permissible distance.

#### A. **MATERIALS**

- 1) **MDF / HDHMR** : Interior Grade MDF / HDHMR board of specified make
- 2) **Fire Retardant Plywood**: IS- 303 Commercial Fire Retardant Plywood of approved make. All exposed edges of Fire Retardant Plywood to be finished with 1mm laminate or min. 6mm th. wood beading with melamine polish/synthetic enamel paint.
- 3) **Laminate**: IS-2046 of approved Make, shade and thickness not less than 1mm. Balancing laminate should be 0.8mm th. of approved make and shade.
- 4) **Wood**:
  - a) For beading/lipping teak or steam beech or equivalent to match with laminate with melamine polish. Sample of Wood and Polish to be approved.
  - b) MDF (15 mm thk) beading, corner chamfered (where ever mentioned as per drawing) with Duco paint finish (shade as mentioned in drawing).
  - c) Concealed wood members should be hard wood (Sal, Kapur etc) as per approved Sample.
  - d) All Wood members to be given pre construction anti termite treatment with Biflex TC chemical in proportion 1:24 (biflex: kerosene oil ) in 2 coats.
  - e) Inside wood members and concealed / inner side of Fire Retardant Ply wood in double skin partition need not be provided with primer and painting.
  - f) All internal exposed members of wood and Fire Retardant Ply which are not finished with laminate or polish to be finished with one coat of primer and two or more coats of synthetic enamel paint of approved make and shade.
  - g) All internal members (surfaces) of wooden furnitures to be finished with 0.75 mm thk laminate (phenolic laminates) (frosty white shade).
- 5) **Other Materials**: Hardware, locks, channels, cable manager, door closer, keyboard tray, floor spring etc as per approved sample.
- 6) **Glass**: Approved make float glass with itching/frosting/filmed finish as mentioned/ shown in drawing or BOQ.

#### B. **MODESTY PANEL**

Made out of 18thk Fire Retardant Ply board, finished with 1 thk laminate (shade as mentioned in dwg) and lacquer glass; location and shade of finishing material as mentioned in drawing.

**C. TABLE TOPS & LEG/SIDE PANEL**

Working Top curved (over-hang over modesty panel), Leg panels made out of 18mm thick **Fire Retardant Fire Retardant Ply** finished with 1 mm laminate / lacquer glass (colour, finish & location as mentioned in drawing).

**D. DRAWER UNIT**

Drawer Unit - (Inner size of box, 1 side of box is leg panel, upper side of box is table top, back side shall be 8mm thick **Fire Retardant Fire Retardant Ply** and Bottom of Box, 3 nos. 2" wide drawer divider pattas & inner panel of Box made out of 18 mm Both Side Fire Retardant Ply board. 4 Nos drawers shall be 1'9" deep (inner dimension), First (Top) drawer 4" height (facia) & rest 3 equal. **Fire Retardant Fire Retardant Ply** / wood horizontal partition between first & second drawer. Second drawer shall be Cash drawer having 6 equal compartments for currency notes. Drawer facia & skirting 18 mm **Fire Retardant Fire Retardant Ply** finished with 1 mm laminate, bottom 5.5 mm thick; sides, back & divider partition 12 mm thick Fire Retardant Ply board as per drawing & Detail.

**E. SIDE UNIT / FILE STORAGE / CUPBOARD UNIT**

Side Unit - Top, Bottom, Sides, Skirting & Shutters 18 mm **Fire Retardant Fire Retardant Ply** and Back 5.5 mm & Shelf 18 mm Fire Retardant Ply board. All remaining external surfaces (except bottom face of bottom shelf) shall be finished with 1 mm matt finish laminate including group lock, SS- handles etc complete.

**F. ELECTRICAL MAIN PANEL CUPBOARD**

Sides, Top, Bottom / Middle divider & Shutters made out of 18 mm thick Cement Particle Board, having 5 mm thick glass pans in shutters fitted with 3" SS-L-Hinges max. 2' c/c , Magnetic Catch, Handles, Vents, Chain etc Complete. All External surfaces to be finished with 1mm laminate and rest with enamel paint. Exact measurements & number of shutters required (2 or 4) shall be decided on completion of installation of Electric Panel. Front elevation area shall be measured & paid. Item to be executed as per execution drawing, instructions of Architects/Bank.

**G. PARTITIONS**

The rate shall include GI / aluminium frame work / boxing above false ceiling level for fixing of fully glazed glass partition. Part of the Glass shall be provided with Glass film as approved. (Measurement shall be taken up to false ceiling finished level). Sheet Metal Counter Sunk Screws shall be used to make the Partitions. Item to be executed as per execution drawing, instructions of Architects/Bank.

**i. Half Height Partition (solid or partly glazed)**

68mm thick Double Skin Solid / Partly Glazed Partition made out of Minimum 50 mm x 25 mm x 1.2 mm Aluminium extruded Tube Sections placed max. 600 mm c/c both ways, 12 thk **Fire Retardant Fire Retardant Ply** fixed on both faces & edges, finished with 1 mm thick Solid Core Laminate including 12 mm thick crystal edge finish clear float glass / tamper glass (as mentioned in drawings); where ever required; fitted with necessary SS/CP patch fitting - wood to glass or /and glass to glass, as required.

**ii. Full Height Partition 8'-0" Ht / Up to false ceiling**

68mm thick Double Skin Solid / Partly Glazed Partition made out of Minimum 50 mm x 25 mm x 1.2 mm Aluminum extruded Tube Sections placed max. 600 mm c/c both ways, 12 mm thick Fire Retardant Plywood fixed on both faces & edges, finished with 1 mm thick Solid Core Laminate anchored & dropped from beam/slab, including Crystal edge polishing, 8mm glass panel as per drawing & instructions of Architect, as required. Only clear visible area of glass & wooden partition shall be measured & paid.

**H. SOFA**

Waiting sofa without arm-rests made out of 19mm MR grade Fire Retardant Fire Retardant Ply with T.W. Framing inside, imported elastic / Jelebi Spring, 3" thick 40 density foam sheet + 1" thick Softy U-Foam for Seat & 2" thick 32 density foam sheet + 1" thick Softy U-Foam for back, all exposed surface covered with approved fabric /art. lather with 3" SS legs ,exposed wood shall be painted / polished complete. Item to be executed as per execution drawing, instructions of Architects/Bank.

**I. DOORS**

**1) Flush Door (with or without view panel)**

32 mm thick Flush door, both sides finished with 1 mm thick regular core laminate, all edges covered with 0.5" thick teak wood bidding melamine polish finish, 5 m thick glass view panel as required including 4"x2" hard wood frame covered with laminate, 4 nos. 5" SS-Hinges, Pin Cylinder lock, Double speed door closer (60 to 80 kg), SS- Tower Bolt, door stopper, PVC buffer etc complete.

**2) Flush Door (with or without view panel) with door frame**

Same as above but including door frame of 55x95mm kapur wood with proper holdfast etc complete.

**3) SINGLE WINDOW FLAP DOOR**

P/F Over all 35mm thick flap door made out of hardwood frame covered with 5.5 mm exterior grade MDF Board finished with 1 mm thick solid core laminate. Door shutter frame shall be made out of 3 vertical and 3 horizontal members of 50 mm wide and 1 lock rail of 100/125mm width. 3nos. 4" SS hinges, 3" brass SS tower bolt etc. complete.

**J. PAINT**

Providing and apFire Retardant Plying 2 or more coats (using brush/roller) of approved quality synthetic enamel/acrylic emulsion paint of approved color as per manufacturers specification at all levels and -heights, including removing existing paint, previous dust, oil, grease or loose particles, complete surface treatment of approved primer, adequate coats of enamel putty to make the surface uniform and free of undulations etc. complete, and finished as directed and to the satisfaction of the architect.

**K. ALUMINIUM COMPOSITE PANELING**

ACP paneling made of Frame (1"x2"x1.2mm aluminum tubes placed max. 2' c/c) finished with 3mm thick (overall) exterior grade ACP composed of non-combustible virgin LDPE core laminated and sandwiched between two fine aluminum sheets (0.25 on each side). Finished visible area shall be measured & paid. Item to be executed as per execution drawing,



instructions of Architects /Bank.

## **L. GYPSUM BOARD FALSE CEILING**

### **SAINT GOBAIN GYPROC**

As per CPWD specification

#### **Grid ceiling**

As per CPWD specification

**AC AND LIGHT FITTINGS** : Opening for AC And Light fixtures should be done Before Jointing & finishing. G.I. perimeter channel and supporting materials are to be provided to make any opening for light fittings, diffusers etc. and should be supported properly to maintain the integrity of the ceiling. Opening for Light fitting should be planned in advance so that they are not in the line of Joints, Intermediate channel are not Distributed.

**JOINTING AND FINISHING**: Hilux Calcium Silicate boards are available with Tapered and Square edges. The joints of these boards can be jointed & finished by using specially formulated Jointing Compound (USG make) and 48 mm wide fibre tape, to get seamless finish. The square edges of the boards can be made tapered (40x1.5mm) at site by using grinding machine. The corners can also be reinforced with fiber tape. Cement Primer (Oil based) to be provided on entire surface before putty/ painting.

#### **Step -1(First-coat)**

- ApFire Retardant Ply Jointing compound at joint
- Firmly embed the 48mm wide self adhesive fiber tape centrally into the joint.
- ApFire Retardant Ply jointing compound on the fiber tape with tapping knife.
- Use sufficient pressure to ensure that the tape is firmly placed.
- The tape should be free from trapped air/bubbles and this application should be approx. 4" wide.
- Remove extra material lying outside of the joint and allow it to dry.

#### **Step – 2 (Second coat)**

- When the first coat is dried, apFire Retardant Ply second coat of jointing compound to the joint.
- Ensure that the preceding application and tape is completely covered by making this application wider than the earlier.
- Remove extra material and allow it to dry.

#### **Step – 3 (Third coat- finishing coat)**

- When the 3rd coat is dried, apFire Retardant Ply a very thin layer of jointing compound to the joint.
- Ensure that the preceding application and tape is completely covered by making this application wider than the earlier and spread it, to remove visibility of the joint.
- Feather out joint edges to remove extra material and allow it to dry.

## **BILL OF QUANTITY**

### **PREAMBLE:**

To be read along with drawings.

1. Rates to be quoted both in figures and words.
2. All pages to be signed and stamped by the tenderer.
3. The rate of the items shall be applicable for any floor level/ any number of floors, or any quantity.
4. The specification of the items shall be as per latest Indian standard codes unless otherwise specified.
5. All materials shall be as per approved list and should be of 1<sup>st</sup> quality unless otherwise specified.
6. The rates are inclusive of all duties and taxes (except GST) of all government, municipal or any other statutory body applicable from time to time.
7. Rates shall be for items complete in all respects as per drawing, instructions and approval of the / bank's engineer.
8. The quantities are approximate and tentative which may vary during course of execution. The rates quoted against particular item shall not be changed with variation in quantities.
9. Making of any cutout / opening for electrical / air – conditioning wiring / fitting in any of the item of false ceiling, partitions, paneling masonry work etc. And finishing edges jambs / sills / soffits of the opening shall not be paid extra.
10. The tenderer shall visit the site and shall satisfy himself as to conditions under which the work is to be performed. He shall also check, ascertain the locations of any existing structures or equipment or any other situation which may affect the work. No extra claim as a consequence of ignorance or on ground of insufficient description will be allowed at a later date.
11. The quoted price for items shall include all accessories, consumables etc. As required to make the item complete in all respects, compatible with other related / associated items and fully functional.
12. Contractor shall be fully responsible for any error, difficulty in execution / damages incurred owing to discrepancy in drawings which has been overlooked by him and has not been brought to the notice of the .
13. There are number of items given in the tender where in basic rates including all taxes expected has been mentioned in the tender. These items shall be purchased by the contractor from the market only after the approval of quality and rates by the .
14. All hidden surfaces of board / Fire Retardant Ply / wood work to be painted with anti bacterial paint from nav air international fr 881 (viper) (white colour as per manufacturer's specifications on wood / board).
15. Contractor shall appoint technically qualified full time site supervisor to monitoring the day to day progress of work at site on their own cost.



## **SPECIFICATIONS**

- All the works specified and provided for in the tender/ schedule and drawing or which may be required to be done in order to perform and complete any part there of shall be executed in accordance with the technical specification, workmanship, quality control, as prescribed whether enclosed/ not enclosed in this document, in the specification & codes, with up to date amendments, in the following order:-
  - a) CPWD/ DSR
  - b) IS (BIS) Codes
- All works under this contract (wherever grey cement is used) have to be executed in OPC.
- The quantities given in the tender are approximate. However, the payment shall be made on the basis of actual measurements taken on site and in conformity with CPWD Specification and BIS Codes. It is clarified that all quantities are subject to change and no claims whatsoever on this behalf shall be entertained.
- All materials used in the works shall be of their respective kind and quality specified in the tender document or approved by the SBI and/ or Architect and shall comFire Retardant Ply strictly with the requirements of the latest specifications of CPWD and Indian Standard Codes.
- The work shall be executed and measured as per metric dimensions given in the Schedule of Quantities, Drawings etc. (FPS units wherever indicated are for guidance only).

**Signature of Contractor & Seal**

## SPECIFICATIONS FOR SERVICES

### • General

- 1.1 The drawings for services are diagrammatic but shall be followed as closely as actual construction permits. Any deviations from the drawings shall be in conformity with Consultantal and structural drawings. The dimensions designated by the manufacturers shall take precedence over the drawings.
- At completion of work the Contractor shall submit one set of tracings and two sets of prints of "As-Built-Drawings". These drawings shall, among others, include invert levels, pipe runs, diameters, location of valves, access panels, layout of equipment, piping connections and such other information for maintenance & future extensions. Guarantees given by manufacturers shall be assigned to the Employer along with names & addresses of manufacturers, suppliers and information about spare parts.
  - All site test shall be carried out with prior intimation to the Bank Engineer / Consultant. All defects shall be rectified and tests conducted again to the satisfaction of the Bank Engineer / Consultant. In addition to the test required by the specifications, the Contractor shall also conduct tests required by the Consultant and by the Municipal or other Authorities.
  - All work shall be executed by competent and licensed persons. The contractor shall maintain liaison with Municipal and other controlling Authorities. He shall obtain their approvals and certificates as required by the bye – laws at appropriate stages.
  - No cutting / chasing shall be done in load bearing structural members without prior approval of the Asstt. Engineer. Sleeves and openings shall be provided during the progress of construction in preference to cutting at later date.
  - The Consultant may require typical mock up(s) to be installed in advance for approval. Undamaged materials from the mock up shall be allowed to be reused in the work.
  - Unless otherwise described in the item CI / SCI pipes and fittings shall be a spigot and socket type.
  - G.I. pipe spouts shall be paid as per item of G.I. pipes (internal work). Cutting and making good is included. The free ends may be skew-cut.
  - Wherever use of G.I. pipes is called for the same shall be medium class (class – B)
- **Materials :**
- 2.1 The materials shall conform to the specifications and in absence thereof to Indian Standards. The products should bear the ISI Mark.
- 2.2 The makes of materials for use in this work are broadly approved as per list given below. The Contractor shall, however, get particular makes and samples approved before ordering:
- 2.3 Notwithstanding any interim or final approval the Contractor remains responsible for satisfactory performance of all fittings & fixtures. The liability of the Contractor is not limited by any approval of the make of materials.
- 2.4 The item rate of mirror includes extra packing piece of AC plain sheet, where required due to off set between plaster & glazed tiles surface.

### **LIST OF APPROVED BRANDS / MAKES**

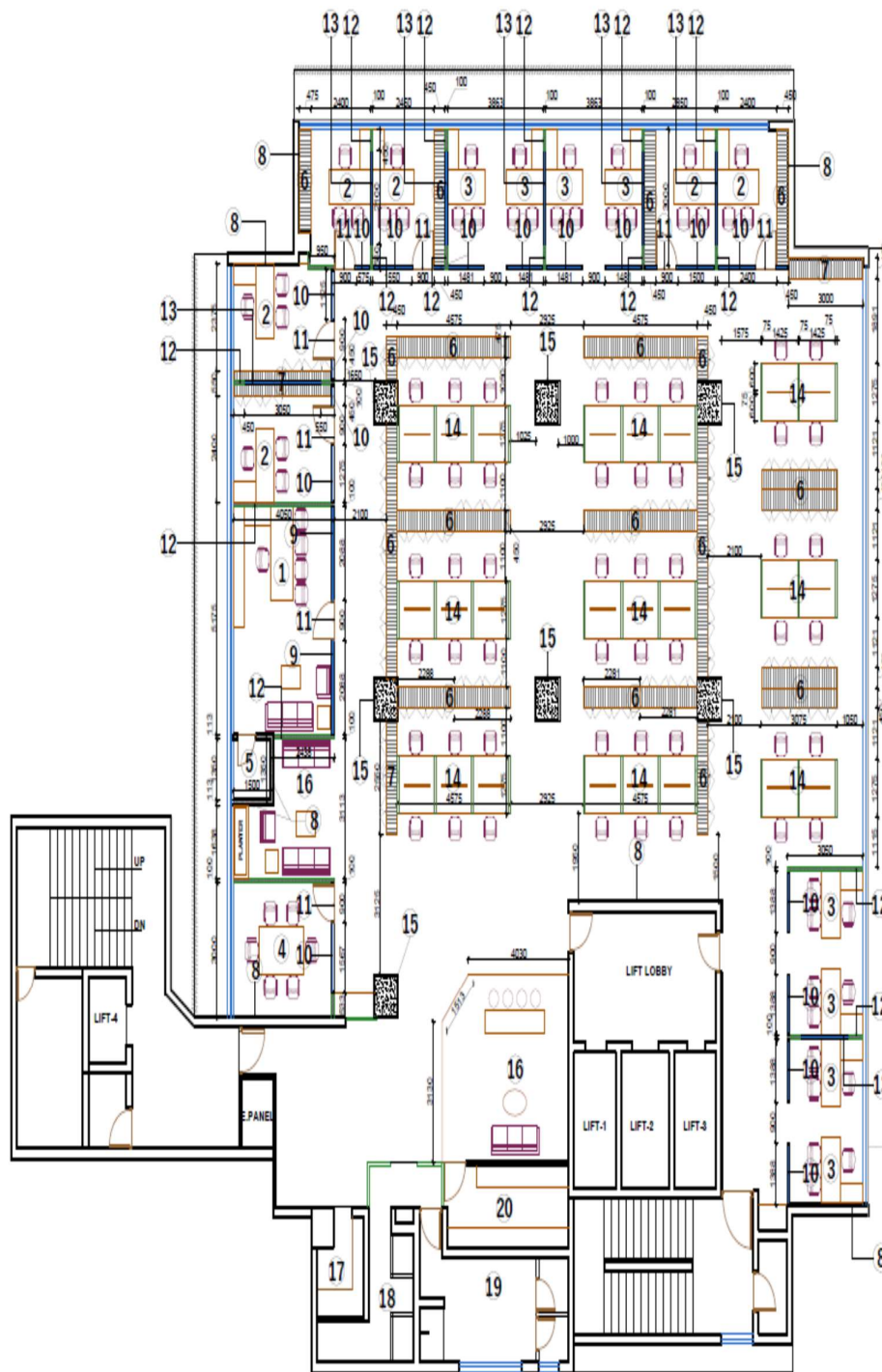
One of the following make of the material shall be used. Please note that equivalent brands will be allowed only if below mentioned brands are not available / feasible. The contractor will have to get the sample approved from the Architect/ Bank's Engineer whose decision shall be binding on the contractor. The condition is also applicable for any material, not mentioned in the specification or schedule of work. No deviations are allowed in these even during/ after Tender. Makes specified under the BOQ items descriptions shall prevail.

1	Reinforcement Steel	JSW, TATA, SAIL or Equivalent
2	Structural Steel	JSW, JINDAL, TATA, SAIL or Equivalent
3	Ready Mix Concrete	Ultratech, ACC, Lafarge or Equivalent
4	Vitrified Tiles	Kajaria/ Somany/ H.R.Johnson/ NITCO or Equivalent
5	Ceramic wall Tiles	Kajaria/Somany/ H.R.Johnson/ NITCO or Equivalent
6	Ceramic floor Tiles (antiskid)	Kajaria/Somany/ H.R.Johnson/ NITCO or Equivalent
7	False Flooring	Unifloor/ Flexi Access Floor/ Armstrong or Equivalent
8	Wooden Laminated Flooring	Pergo/ Tiles/ Xylos/ Armstrong/ Vista/Green Panel or Equivalent
9	Aluminum Fittings	Jindal/ Hindalco/ MAAN or Equivalent
10	Aluminum Extrusion Sections	Jindal/ Hindalco/ MAAN or Equivalent
11	Commercial Fire Retardant Plywood/MDF	Century/ Green/ Archid- Assam/zGreen Panel or Equivalent
12	Laminates (1.00mm thk.)	Greenlam / Century/ Aica/ Sonear/ Archid or Equivalent
13	Veneer	Century / Durian/ Sonear/ Archid/ Green or Equivalent
14	Drawer Sliding/ Patch Fittings	Earl Bihari (EBCO)/ Godrej/ Hettich/ Dorma or Equivalent
15	Floor Spring / Door Closer	Godrej / Hardwyn / Hyper/ Dorma/ Haffele or Equivalent
16	Flush Door	Century/ Archid/ Sonear/Green Panel or Equivalent
17	Texture Interior Paint	Sandtex Matt/ Dulux/ Berger/ Okios/ Asian or Equivalent
18	Readymade Computer Drawer	EBCO/ Hettich/ Blum or Equivalent
19	Paints	Asian/ Nerolac/ Berger/ Dulux or Equivalent
20	Cement paint	Snowcem/ Surfacer/ Durocem or Equivalent
21	Synthetic Enamel Paint	Asian/ Nerolac/ Berger/ Dulux or Equivalent
22	Acrylic Emulsion Paint (Interior and Exterior)	Asian/ Nerolac/ Berger/ Dulux or Equivalent
23	Glazing	Modi Tuff Glass/ Triveni Glass Ltd./ Indo Asahi Glass Co. Ltd./ Saint Gobain or Equivalent
24	Cement	Grade 43/53 of L&T/ A.C.C./ Ambuja/ Ultratech or Equivalent
25	Mineral Fibre False Ceiling	Armstrong/ Indian Gypsum Board/ Gypro or

		Equivalent
26	ACP Panels/ Sheets	Alubond/ ALU Decor/ Alstrong/ Alstone or Equivalent
27	Acrylic Sheets	Sanmati Acrylics/Acrylic Sheet India/ Acry Plus or Equivalent
28	Vertical/Roller blinds	Vista/ MAC/ DACK or Equivalent
29	PU Paint	Asian/ Berger/ ICI or Equivalent
30	Wall Paper	Elemento/ Marshel or Equivalent
31	Plumbing pipes	Astral/Supreme/Prince/Finolex or Equivalent
32	Bath & Toilet fitting	Jaquar/Hindware/Cera or equivalent
33	Micro-Concrete	Dr. fixit, Fosroc, Sika, Chryso or equivalent
34	HDMR	Greenpanel, Action Tesa or equivalent

## **BILL OF QUANTITY**

**(Refer annexed file/section in e-tender portal for detailed Bill of Quantities)**



- 1 DGM ROOM
- 2 AGM
- 3 CM
- 4 MEETING
- 5 DGM TOILET
- 6 3' HIGH STORAGE
- 7 FULL HIGH STORAGE
- 8 LAMINATE PANELLING
- 9 DGU GLAZING WITH FRAME
- 10 SGU GLAZING WITH FRAME
- 11 GLASS DOOR WITH FRAME
- 12 100MM THK PARTITION
- 13 12MM THK TOUGHENED GLASS WITH OUT FRAME
- 14 WORKSTATION
- 15 COLUMN PANELLING
- 16 BREAKOUT AREA
- 17 PANTRY
- 18 LADIES TOILET
- 19 GENTS TOILET
- 20 RECORD ROOM

S.NO.	DATE	REVISION	DESCRIPTION

PROJECT

SBI LHO, 2ND FLOOR  
NEW DELHI

TANEJA ASSOCIATES P. LTD.  
ARCHITECTS PLANNERS INTERIOR DESIGNERS  
B-22 SOUTH EXT. ONE NEW DELHI 40 TEL: 24861534, 24861447

TITLE  
PARTITION PLAN

DEALT	DATE	REVISION
SCALE	JOB NO.	DRAWING NO.





