GAD, Head Office, Markfed Road, Kapurthala Tel: 01822-230230 Email ID: gadpgb@pgb.co.in



HEAD OFFICE KAPURTHALA

TENDER DOCUMENTS FOR

Limited Tenders are invited for Interior Furnishing and Electrical works from Contractors on panel of PNB (only in Punjab) for **BO: Ramuwala Nawan, Distt. Moga**

Punjab Gramin Bank, Head Office Kapurthala, Punjab



Interior Furnishing and Electrical works of BO: Ramuwala Nawan, Distt-Moga

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GAD, Head Office, Markfed Road, Kapurthala Tel: 01822-230230

Sponsored by: Upunjab national bank

Notice inviting Tenders for Interior Furnishing and Electrical works for BO: Ramuwala Nawan, Distt. Moga

Sealed tenders, on item rate basis, are invited from PNB empanelled vendors (in Punjab State only) for Interior Furnishing and Electricalworks for BO: Ramuwala Nawan, Distt. Moga

SUBMISSION OF TENDERS

The tenders are to be submitted in two separate envelopes each sealed and clearly super scribed as to envelope number and contents as indicated below.

ENVELOPE NO.1

Envelope No.1 shall contain Annexure 1 to 9 and be superscribed "Envelope No.1, for the work of Interior Furnishing or Electrical works of BO: Ramuwala Nawan, Distt. Moga

ENVELOPE NO.2

Envelope No.2 shall contain Price Bid/Financial bid i.e. Annexure 10-A & 10-B

Annexure 10 A= Interior Furnishing

Annexure 10 B= Electrical works with data cabling

This envelope shall be superscribed "Envelope No.2, Price Bid for the work of Interior Furnishing or Electrical works of BO: Ramuwala Nawan, Distt. Moga

Scaled tenders as above will be received in the office of the General Manager, Punjab Gramin Bank, Head Office, Markfed Road, Kapurthala, Punjab.

Last date for Submission of Tender

: 19.12.2023 (05:00 P.M.)

Date for opening of Tender (EnvelopeNo.1 & 2): 20.12.2023 (03:00 P.M.)

Place of opening of tender

: Head Office, Punjab Gramin Bank, Markfed Road, Kapurthala-144601

Tenders received late on account of any reason whatsoever and telegraphic tenders will not be entertained.

The tender shall be valid for a period of not less than 60 days after the date of opening of Financial Bid /Price Bid.

For any further information on the tender, The Functional Manager, Head Office, Kapurthala may be contacted on 01822-230230. The site may also be inspected on any working day before submission of tender (Between 10AM to 5 PM) only with prior permission of Bank.

The bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders, without assigning any reasons, whatsoever.

The Bidder shall indicate no commercial or technical condition or qualification of any sort, in the tender otherwise the tender shall be liable to be rejected summarily.



Annexure –I

| | LET | TER SUBMIT | TTING TEN | DER |
|--|-------------------|------------------|--------------|---|
| General Manager Punjab Gramin Bar Head Office Kapurt Punjab | | | | |
| Dear Sir, | | | | |
| Reg: Interior | Furnishing | and Elect | rical wor | k of BO: Ramuwala Nawan |
| With reference to the | tender invited by | you for the pr | oposed work | |
| | es. I/We have se | | | the respective rates mentioned in the general conditions of contract, special |
| I/We agree to execute additional conditions, | | | general con | ditions of contract, special conditions, |
| | | | | |
| I/we understand that y | ou are not bound | to accept the lo | owest or any | tender that you receive. |
| Yours faithfully, | | | | |
| (CONTRACTOR) | | | | |
| 1. Name of partner of | of the firm | | | |
| 2. Name of our bank | ker | | | |
| Tender submitted on_ | | before | | P.M. |



Annexure –II

ARTICLES OF AGREEMENT

| Thi | s agreement is made on | day of | 2023 betw | een (Punjab G | rami |
|-------------|--|--|--|---|--------|
| | k, GAD, Head Office, Kapurthala-I s, executors, administrators and assi | | Bank which exp | ression shall inclu | ide it |
| (hei | rein referred to as the successful inistrators and assigns) of the other properties of the other prope | contractor which expression | n shall include | his heirs, exec | utor |
| Des spec | EREAS Bank is desirous of carryi cribing the work to be done as per social conditions, additional conditionaribed in said pricedschedule of quaditions, drawings at the respective rates. | Schedule of quantities along values etc. and whereas the contractions, general conditions of | with the general ractor has agree contract, specia | l conditions of cored to execute the all conditions, additions, | ntrac |
| The | following documents shall be deem | ied to form, read and construc- | d, as part of thi | s agreement. | |
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | æ | | |
| Nov | w it is hereby agreed as follows: - | | | | |
| 1. | In consideration of the payment to subject to the said conditions exe schedule of quantities. | | | | |
| 2. | The bank shall pay the contractor smanner specified in the conditions. | | ayable hereun | der at the times a | and i |
| 3. | The said conditions shall be read respectively abide by and submit agreement on their parts respectively | themselves to the condition | ns and stipula | | |
| 4. | All disputes arising out of in an arisen in Kapurthala and only the the same. | | | | |
| 5. | All parts of this contract have been | read by us and fully understa | ood by us. | | |
| | | | | | |
| | | . 45 | | | |
| | | | | | |
| (W | ITNESS) | (BANK) | | (CONTRACTO) | ₹) |



5.

Annexure –III

APPENDIX REFERRED TO IN THE GENERAL CONDITIONS

1. Defect liability period : Twelve months

2. Date of Commencement : 3rd day from the date of issue of Award Letter

3. Stipulation period of : 30 days from date of commencement

money shall not carry any interest and shall be retained interest free by the Bank.

Completion

4. Retention Money for defect : 8% of the total value of work

Liability period

Liquidated damages for : 1.00% of the contract amount shown in the tender per non-completion of work within stipulated week subject to maximum of 10% of the accepted

period

The retention money shall be refunded after the completion of defects liability period. The retention

Contract sum



Annexure –IV

GENERAL CONDITIONS

- The bidder should be the empanelled contractor of Punjab National Bank (in Punjab State) and has to submit BID SECURING DECLARATION.
- 2. The tenders will remain valid for a period of 60 days from the date of opening of Commercial Bids. Bank reserves the right to accept or reject any or all the tenders without assigning any reasons, what so ever.
- 3. The tenderer should quote the rates in figures as well as in words.
- 4. All erasures and alterations made while filling the tender must be attested by full signature with stamp of tendered, *Overwriting of the figures is not permitted*.
- 5. The bank reserves the right to reject any or all the tenders, accept part of any tender or entrust the entire work to any contractor or divide the work to more than one contractor (item wise) without assigning any reason or giving any explanation. The rates quoted by the contractor will hold good for this bifurcation and no compensation will be paid on this account.
- 6. Joint tenders shall not be considered.
- On receipt of information from the Bank, on the acceptance of his tender, the tenderer within 3 days, should submit his acceptance of the work order.
- 8. The rates quoted in the tender shall include all charges of scaffolding, lift for all height, any tools and plants, freight, labor, conditions and fluctuation in the rates, all taxes or expenditure for carrying out the work including GST.
- 9. The water and electricity shall be provided by the bank for completing the work free of costat one point.
- 10. No escalation in rates will be allowed under any circumstances.
- 11. The successful tenderer is bound to carry out entire work within the period stipulated in the Annexure-III. The tenderer will have to pay liquidated damages for non-completion of job within stipulated period at the rate of 1.00% of the contract amount shown in the tender per week, subject to maximum of 10% of the accepted Contract sum.
- 12. The liquidated damages as mentioned above may not be enforced if the contractor applies for extension of time mentioning the reasons for extension. Extension of time in days will be granted by the Bank if it is proved that contractor is not at fault for extending the work beyond stipulated date of completion.
- 13. The successful bidder is bound to carry out items of work necessary for completion of job even though the same are not included in the schedule of quantity. Rates of extra items will be derived from the tender. In case the rates do not exist in the tender and extra item is not similar to any tender item, then the rates will be worked out on the prevailing market cost of material sustained by purchase vouchers / Bill and labor including wastage plus 15% towards contractor's profit and overhead plus GST as applicable.
- 14. The contractor must co-operate with other contractors appointed by the bank so that entirework proceeds smoothly and to the satisfaction of the bank.
- 15. The contractor shall remove all marks & stains etc. wash and clean the floors at his own cost and hand over the site in proper manner, on the completion of work.
- 16. The bidder shall acquaint himself with the site conditions, making his own arrangement for storing of material at site, lift cartage etc.
- 17. Eight percent of the value of work done shall be deducted as security deposit from the running bills of the contractor and will be retained for defects liability period (as mentioned in the Appendix) and shall be released after the defects liability period, provided no defects are noticed during the period.
- 18. The contractor will attend to all defects noticed during defect liability period. If the contractor fails to attend the defects, these defects will be rectified by the bank and the expenditure incurred on this account will be recovered from their security deposit.
- 19. The contractor shall make adequate arrangement for watch and ward of his material and shall ensure the safety, breakage and any theft of material fixed or unfixed by him or subcontractors.
- 20. The work executed should be got approved by the Bank and the contractor shall rectify any bad workmanship pointed out at any stage and remove from site all the rejected materials, immediately.
- 21. The contractor shall be responsible for implementing labor laws, compensation for injury and accident to person, whether employed by him or by his sub-contractor.



- 22. The contractor will take necessary precautions for carrying out the work avoiding any damage to structures/decorative parts of the property. The contractor will rectify any damages done at his cost.
- 23. The contractor shall ensure that workmen employed by him for execution of work, are suitably covered against Workmen's Compensation Act and that all liabilities arising out of Workmen's Compensation Act, ESIC and other legislative enactments, applicable to such works and workmen, shall be to the contractor's account.
- 24. The works will be carried out as per drawings/specifications and to the entire satisfaction of the bank.
- 25. The contractor shall give due notice to the bank to check measurements of any work, which is likely to be hidden before covering the same.
- 26. In case of non-completion or delay in completion of work or non-removal of defects in time, the Bank shall be free to appoint another agency to get the job done at contractor's risk and cost.
- 27. Income Tax as applicable will be deducted at source from the Contractor's bill and will be deposited with the ITO, as per rules.
- 28. The Bank may delay the progress of work, without, in any way, vitiating the contract and grant such extension of time for the commencement/completion of the contract as it may think proper and sufficient in consequence of such delay and the contractor shall not make claim for compensation or damage in relation thereto.
- 29. The contractor will not execute any extra item without Bank's permission in writing.
- 30. The quantities mentioned in the schedule of quantities are approximate and can vary up to any extent. Payment will be made on actual work done by the contractor. However, the contractor should not deviate the quantity without Bank's permission.
- 31. Conditional tender quoted by the tenderer is liable to be rejected.
- 32. The Bank has a right to alter the nature of work and to add or omit any item of work or to have the opinion of the same carried out departmentally or otherwise and such alternation of variations shall be carried out without prejudice to this contract.
- 33. The Bank has right to terminate the contract, if the contractor abandons the work or fails to commence and complete the work in time or fails to abide by the contract conditions.

34. Note:-

- 1. In case of delay in completion of work penalty @1.00% of the contract amount shown in the tender per week, subject to maximum of 10% of the accepted Contract sum, will be levied.
- 2. There must be provision of temporary connection, arrangement, etc. by vendor in all the fields related to complete the interior furnishing work.
- 3. All work must be done as per instructions and direction of Bank/Architect, and as per specification of Tender.
- 4. Rates quoted by the bidder shall remain firm throughout the contract period (including variations) transportation, labor and other incidental charge etc. PVA and PVA Clause shall not be applicable.

BANK

CONTRACTOR



Annexure –V

SPECIAL CONDITIONS OF CONTRACT

- Intending contractor shall visit the site and get acquainted with site conditions and activities
 during the working hours before quoting the rates. The contractor should note and bear in
 mind that the Bank shall bear no responsibility for the lack of acquaintance of site and other
 conditions or any information relating thereto or on their part.
- 2. All measurements shall be made as per CPWD norms. If for any item of work specifications are not available in tender document, latest CPWD specifications shall be followed.
- 3. Site should be cleaned every day and all the unusable material/melba shall be removed from the site and unusable materials shall be stacked properly so that there is no hindrance for staff and public failing which bank will remove the same at their level and suitable amount shall be recovered from the contractor's bill.
- 4. The work should be carried out as per latest CPWD specifications and as per the standard engineering practices.
- 5. The contractor will take all necessary precautions for carrying out the work, avoiding any damage to the structure, marble flooring of stair case and paint on the wall etc. before and during execution of job. If any damage is occurred during the execution, the contractor will rectify the damages done at his cost. Precautions should be taken for avoiding damage toother flats and common areas
- 6. The contractor shall employ competent supervisor for the work who shall be available (byturn) throughout the working hours to receive and comply with instruction of the employer.
- 7. During execution of work, contractor should ensure that no hindrance or inconvenience is caused to the occupants in the building.
- 8. The rates shall be firm throughout the contract period including extension of time if any granted and shall not be subject to change under any circumstances. Nothing shall be paid on this account.
- The contractor shall be required to maintain the coordination with the Building Maintenance Contractor, if required.
- The tenderer to visit the site and examine the above items and site conditions, before quoting the rates.
- 11. All material which contractor proposes to use in the works, is to be got approved by the contractor from the bank before bringing the material at site.
- 12. No old/ dismantled material shall be used by the contractor in the work under any circumstances, unless otherwise specified elsewhere or under instruction of the bank.
- 13. The Contractor shall comply with the provisions of Contract, Labor (Regulation & Abolition) Act, 1970, Minimum Wages Act and all other Labor Laws and other Statutory Regulations (both Central and State) that may be enforced from time to time by the appropriate authorities. Bank shall not be held responsible for any penalty on failure to comply with any Labor Regulations. Bank shall have the power to inspect the Wages Register and for physical verification of salary paid to the staff with reference to any records of the Contractor and to insist the Contractor to comply with all the applicable Laws.
- 14. The Contractor will be responsible to fulfill all the obligations in connection with the workers employed by the Contractor for the purpose of the execution of the work and all the Statutory and other liabilities, if any, including minimum wages, leave salary, uniform, ex-gratia, gratuity, ESI, Provident Fund, Workmen Compensation, if any, etc. in connection therewith, shall be on the Contractor's account and payable by the Contractor.



- 15. Contractor should obtain necessary permission that may be required for the purpose of this Contract from such authorities as may be prescribed by Law from time to time.
- 16. Contractor or his authorized representative should visit the site frequently as required by the Bank and meet Bank's Engineer with prior appointment for any clarifications and to receive instructions, take measurements, etc. at the site.
- 17. Contractor should provide uniform to his workers engaged at site. The Contractor should arrange to issue photo identity card to his workers.
- 18. Contractor shall be fully responsible and shall compensate Bank with suitable Insurance cover in the event of any damage to men or material, injury / damage or death as the case may be, caused directly or indirectly due to the negligence of the Contractor or his agents and / or his employees or workmen. The decision of bank in this regard shall be final and binding.
- 19. Any act of indiscipline / misconduct / theft / pilferage on the part of any employee engaged by the Contractor resulting in any loss to Bank in kind or cash will be viewed seriously and Bank will have the right to claim damages or levy fine and / or terminate the Contract forthwith, if necessary.
- 20. In case of any default or failure on Contractor's part to comply with all / any one of the Terms/ Conditions, Bank reserves to itself the right to take necessary steps to remedy the situation including, inter-alia, the deduction of appropriate amount / s from dues otherwise payable to Contractor and / or by taking recourse to appropriate recovery proceedings.
- 21. Testing of materials and works and preparation of samples: All materials shall be first quality as per specification. Any work and/or material if rejected for quality should be removed/ replaced from the site. The contractor shall, if required by Bank, arrange to test materials and/or portion of the work at his own cost in order to prove their soundness and efficiency. If after any such test, the material or portion of work is found, in the opinion of the Bank to be defective or unsound, the contractor shall pull down and re-erect the sameat his own cost.
- 22. Keeping the area clean and removal of debris: Contractor shall arrange to dispose off debris, any other waste product created while carrying out the work, outside Bank's premises. The Contractor shall take due care while disposing of such waste materials andensure that any rules / regulations laid down by Municipal Corporation or any other statutory body, are not violated. The Contractor shall be responsible and answerable to any complaint arising out of improper disposal of waste material. Quoted rates shall involve the cost of same and no extra payment shall be made towards this account.
- 23. All materials, which contractor proposes to use in the works, is to be got approved by the contractor from the bank before bringing the material at site.
- 24. All items to include the disposal of unserviceable material / Melba to approve municipal yard. Daily cleaning of the site is to be carried out.
- 25. BOQ nomenclature shall prevail over any drawing/detail.
- The specifications for the entire work shall be in accordance with latest CPWD specifications and latest IS codes. Whenever these codes are silent, the same shall be governed by sound engineering practices and the decision of the Bank in matter of interpretation shall be final and binding on the contractor.
- 27. The Rebate items will be the property of the contractor. Rates of rebate items shall be considered as negative while calculating the value of tender and the same are to be quoted in negative only.



Annexure -VI

PREAMBLE TO BILL OF QUANTITIES

RATES TO INCLUDE:

Rates quoted shall be for the items completed in all respect at all floors/heights/levels including all taxes, octroi and the cost of all materials, fittings, fixtures, all labors and for all the operations as detailed in the specifications and contract conditions. Apart from other factors mentioned in the specifications and contract conditions, rates quoted for the items in this schedule shall also include the following:

GENERAL:

Whether mentioned or not in the Bill of Quantities, all works are to be carried out as per the drawings, designs, catalogues and or instructions of the Bank. Nothing extra shall be paid over the quoted rates for not understanding the designs etc. before hand.

Samples of all works/items shall be got approved from the Bank, before supply at site and nothing shall be paid for the cost of samples.

Any incidental work required to complete the item and not specifically covered in the item as mentioned in Bill of Quantities, shall be completed at no extra cost.

All finished work must be truly vertical and horizontal or in any other plan as shown and required true to lines and levels. The contractor must inspect the various existing surfaces and areas on which they have work on and take whatever measures necessary to achieve the objective and include the cost of same in his rate as no extra will be payable for this purpose.

The contractor shall be required to produce the manufacturer's certificate for the material supplied by them, if asked by the bank. Employer can ask for testing of materials in the approved test laboratories. The result shall satisfy the requirement of the relevant IS standards

Unless otherwise specified, all exposed surfaces shall be finished in line and level and smooth.

Hardware

Necessary handles, tower bolts, ball catchers, stoppers, hinges, brass/GI screws, nails, locks, sliding rails, nut and bolts etc shall be provided by the contractor which shall be out of the approved make of these materials annexed in the technical specifications/approved by bank.

Painting and Polishing

All finishes like painting and polishing shall be as per the satisfaction of the bank.

Thoroughly brushing the surface to be finished, free from mortar dropping and other foreign matter including preparing the surface and sand papering to give an even surface.

All painting work to be completed, with at least one coat of the primer along with two coats of the paint as per the technical specifications, manufacturer's specifications and to the satisfaction of the bank.

All the polishing work to be completed with at least two coats of the polish of the approved make as per the list of approved manufacturers and to the full satisfaction of the bank.



Annexure -VII

LIST OF PREFFERED MAKE OF MATERIAL

| Plywood/Block Board | , Green / Archid / DURO |
|---|---|
| Laminate | Greenlam / Archidlam / Merino |
| Glazing/glass/mirror | Saint gobain/Pilkington glass/ |
| ne week a state many as | Guardian glass (modiguard) |
| Plastic Emulsion Paint/OBD/ Duco | Asian/Dulux//ICI |
| Paint/ Synthetic enamel. | TS 1 1/02 PTP /67 |
| Adhesive/Glue | Fevicol/Pidilite/Vemicol |
| Locks in cabinets, furniture, Door All hardware and fittings i/c door closer | Godrej/Doorset/Dorma |
| Natural wood veneers | Ebco/Godrej/Hettich Archid/Green/Duro |
| A STATE OF THE PROPERTY OF THE PARTY OF THE | |
| Water based melamine polish | Asian paints / Pidilite Industries/ICI Dulux |
| Laminate/high gloss laminate | Green/Archid/ Merino |
| False ceiling | Saint Gobbain/Armstrong/Dexune/HunterDouglus/Boral Gypsum |
| Flush door | Green/ Duro/ Merino/Archid |
| Dash fasteners | Hilti/Fischer/Bosch |
| Anchor fasteners | Hilti/Fischer/Bosch |
| Lacqured Glass | Saint Gobain/ Glaverbel/ Modiguard |
| Rockwool/ Glasswool | Twigafiber/llyod Insulation / Supreme |
| Vitrified tile | Kajaria/Somany/Orient Bell |
| MDF Board | Bazaz/Green/Action Tessa |
| Pre Lam Board | Merino/Archid/Green |
| Kitchen Sink | Neelkanth/Nirali/Jayna |
| CP Fittings | Jaquar/Grohe/Kohler |
| CPVC Pipe and fittings | Ashirbad/Astral/ajay/prince/supreme |
| Chair | Godrej/BPErgo/Supereq/Wipro |
| L.T Cables | Havells / Finolex/KEI/Polycab |
| Lugs | Dowell's/3-D /Jainsons/Comet |
| Maintenance free earthing | Universal Alltec/ Ashlok/ JMV/ERICO |
| PVC Conduit | BEC/ AKG |
| Wire (FRLS) for wiring | KEI/POLYCAB/HAVELLS/FINOLEX/RR Kable |
| Switch / Socket | Anchor/ / Legrand / Schneider/ MK / Crabtree |
| Industrial Socket /Plug (IP 44) | Legrand / Neptune / ABB |
| Cat 5/ Cat 6 Cable / Jack Panel / Facelate | D- LINK / Delton / corning |
| TV Co-axial Cable | Polycab / Havells / Finolex |
| Telephone wire | Delton / Finolex / D-Link |
| Tele12phone Tag Block | Krone / TVS |
| Distribution Box | Schneider/Siemens/Hagger/L&T/Legrand/ABB |
| MCCB/MCB | L&T/SIEMENS/ABB/SCHNEIDER/LEGRAND/HAVELLS |
| PA SYSTEM (Power Amplifier/ Voice | BOSCH / PHILIPS/ AHUJA / JBL |
| Call Station/ Voice Alarm controller / | |
| Speaker / Horn | |
| ATC copper conductor Speaker cable | Polycab/Havells/Finolex |
| Split Air Conditioner | Daikin/ Blue Star/ Hitachi/Voltas/Carrier |
| Stabilizer | V Guard, Blue Bird, Voltas |



Annexure –VIII

Bid Securing Declaration Form

| General Manager, Punjab Gramin Bank HO Kapurthala, Punj | | | | |
|---|--|--|--|---|
| no Kapurthaia, runj | ab | | | |
| Dear Sir, | , | | | |
| | | | | |
| Reg: Interior Fu | rnishing and Electri | cal work of BO: Ran | nuwala Nawan | |
| I/We the undersigned | declare that: | | | |
| I/We understand that Declaration. | , according to your co | nditions, bids must be | supported by a Bid Se | curing |
| | | from bidding for any con are in a breach of any | | |
| | modified/amended, im specified in the form o | npairs or derogates fro f Bid; or | m the tender, my/our | Bid during the |
| fail or refuse to execu | | of our Bid by the purcha aired, or (ii) fail or refusers. | | |
| Bidder, upon the earl | Bid Securing Declara ier of (i) the receipt of opiration of the validity | tion shall cease to be very your notification of the vof my/our Bid. | valid if I am/we are no e name of the successfi | ot the successful al Bidder; or (ii) |
| | | | | |
| Signed: (insert signate | are of person whose nar | me and capacity are show | wn) | |
| in the capacity of (inse | ert legal capacity of pers | son signing the Bid Secu | uring Declaration) | |
| Name: (insert comple | te name of person sign | ing the Bid Securing De | claration) | |
| Duly authorized to si | gn the bid for an on bel | half of (insert complete i | name of Bidder) | |
| | | 26 | | |
| | | | | |
| Dated on_ Seal(where appropriate | day of | (ins | ert date of signing) | Corporate |



Annexure -IX

COMPLIANCE STATEMENT

DECLARATION:

Please note that any deviations mentioned elsewhere in the bid will not be considered and evaluated by the Bank. Bank reserve the right to reject the bid, if bid not submitted in proper format, as per Tender Document.

| Compliance | Description | Compliance (Yes/No) |
|----------------------|--|---------------------|
| Terms and Conditions | We hereby undertake and agree to abide by all the terms and conditions including all annexure, corrigendum(s) etc. stipulated by the Bank in this Tender Document. (Any deviation may result in disqualification of bids). | |

Signature:

Seal of Company