

**TENDER FOR
FURNISHING & ELECTRICAL
WORKS OF
FIRST FLOOR,
FOR
UNITED INDIA INSURANCE CO. LTD.**

Divisional Office Address:

**SCO 97 SECTOR 17 MARKET
KURUKSHETRA, HARYANA**

ISSUED TO M/S _____

TENDER DOCUMENT

FOR

INTERIOR FURNISHING & ELECTRICAL WORK
OF PROPOSED NEW DO OF
UNITED INDIA INSURANCE CO LTD
AT:

FIRST FLOOR, KURUKSHETRA,HR

ARCHITECT.

M/S CREATIVE VISIONS
HOUSE NO 554 SECTOR 25
PANCHKULA, HARYANA
0172-2550637,9216585700

DETAIL OF TENDER

TENDER FOR THE FURNISHING /ELECTRICAL/AIR-CONDITIONING WORK OF PROPOSED DO OF UIIC LTD. AT: KURUKSHETRA

1. Details of work to be done :Interior / Furnishing & Allied Electrical/Data works.
2. Form of Contract :Item wise rate
3. Period of contract / Time of Completion :30 days from the date of issuing the work-order
4. Last Date & time for receiving of sealed tender. :28-08-2017 at 3:00 p.m.
5. Liquidated damages for non-Completion of work in time :2.0% of the contract value per week subject to a max of 10% of the contract value.
6. Period of submitting of Final bill. :15days from the date of completion of work duly certified by Architect.
7. Earnest Money &Tender money :Rs. 12,000/- (Twelve thousand only)
In form of Demand draft in favour of “**United India Insurance Co. Ltd**” only
Payable at Chandigarh.
8. Defect Liability Period : 12 months (Twelve months) from the date of virtual completion as certified by Architect / employer.
9. **Mobilization Advance / Secured Advance** :**No. Mobilization Advance / secured Advance will be given to the Contractor.**
(a) 30% payment of the work-order will be given after completion of 50% of work duly certified by architect.
(b). Additionally 30% payment of the work-order will be given after completion of 80% of work duly certified by architect.
(c). In the above said two instalment of

running bill, total release amount will not be more than 60% of the work order. These bills also be subject to deduction applicable TDS.

10. Place and date of opening :29-08-2017 at 4.00 p.m. in the of Tender Office of the CRM, RO, SCO 123-124 UIIC Sector 17B Chandigarh.
11. Tender Form Fee of tender :DD Rs.500/- in favour of "CREATIVE VISION" only Payable at Chandigarh (Non Refundable)

12. While quoting rates any contractor miss rates of any item in tender document, the highest rate of the item quoted in the tender by the other contractor will be consider.

13. Tender can be downloaded from bank website and can be submitted along with tender fee of Rs 500/- in favour of CREATIVE VISION payable at Chandigarh.

14. Rate should be excluded GST.

15. Contractor must be registered with Haryana GST for the above Work.

16. Total Value of the project id Rs 6.14 lacs plus GST as per govt Norms.

17. Contractor registered with Banks, Insurance sector or any Govt department(Punjab/Haryana/ Chandigarh(tricity) will be applicable for the tender. Proof of the registration /empanelment must be attached.

18. Contractor must have executed at least three work not less than 6 lacs, must should attached completion copy of the work.

19. ITS return for the last three years with balance sheet.

TENDER FOR THE FURNISHING, ELECTRICAL WORK OF
UNITED INDIA INSURANCE CO. LTD DO OFFICE. AT: KURUKSHETRA

GENERAL CONDITIONS

SECTION 1.0

NOTICE INVITING TENDER

M/S _____

Dear Sir,

**NOTICE INVITING TENDER FOR INTERIOR WORKS/FURNISHING OF BRANCH
OF UNITED INDIA INSURANCE CO LTD BRANCH AT: KURUKSHETRA**

Sealed tenders in prescribed form are invited from the interior contractors Listed in Bank, Insurance or govt sector. The interior contractors who have been empanelled by the Bank for interior furnishing, electrical and allied works are eligible to take part in this tender.

Contract documents consisting of the detailed plans, complete technical specifications, the schedule of quantities of the various classes of work to be done and the set of 'conditions of contract' to be complied with by the person whose tender may be accepted are printed in the form of tender which can be submitted along with on payment of **Rs. 500/- (Rupees FIVE HUNDRED only) (Non-Refundable)** in the form of demand draft favoring, "**CREATIVE VISIONS**, only payable at **PANCHKULA**. Hard copy be taken and submitted to Chief Regional Manager, **UNITED INDIA INSURANCE CO LTD, Ro, SCO 123-124 Sector 17B Chandigarh** during the period from **11.08.2017 to 28.08.2017** (Except Sundays and Bank Holidays). **TECHNICAL BID** (Envelope-I) shall contain Earnest Money Deposit (EMD), Tender conditions, specifications and Tender drawings. **PRICE BID** (Envelope-II) shall contain Priced Schedule of quantities.

1. **Tenders placed in sealed covers (in two envelopes duly marked as TECHNICAL BID (Envelope-I) and PRICE BID (Envelope-II) with the name of the project written on the envelopes will be received till 28.08.2017 up to 3.00pm in the office of Chief Regional Manager, UNITED INDIA INSURANCE CO LTD, Ro, SCO 123-124 Sector 17B Chandigarh. The technical bid & financial bid shall be opened on 29.08.2017 at 4.00 PM in the presence of the tender committee & tenderers or their representatives who wish to be present. "No Prior intimation shall be given in case of any change in Time".**

2. The Contractor shall sign each page of this tender
3. Payment to the Contractor Agency shall be made as per actual work done at site.
4. Quantity of work may increase or decrease at site as per requirement, which shall not affect the rates quoted by the contractor.
5. Furnishing works including electrical works etc. shall be done to the complete satisfaction of Bank and Architect-in-charge.

OTHER TERMS & CONDITIONS:

1. All teak / Cedar wood / rubber wood to be used should be knotless which is to be polished with all background surface preparation courses maintaining the visibility of wood grains.
2. The rates to be quoted shall include the cost of material, labour charges, carriage, sales tax, or any / all other taxes any required hardware etc. **GST will be applicable as per govt norms.**
3. The contractor agency shall keep particular vigil on his workers / carpenters / painters etc. to maintain very good workmanship of all items, failing which no payment shall be made and no claim of material / labour used shall be made to him in any case, and the same work shall be executed by him again without charging any extra cost.
4. All rates shall be quoted in words & figures & any cutting over writing shall be signed.
5. All items to be executed, as per drawings, if any change is required, the same shall be brought to the notice of Architect-in-Charge.
6. Any tender / quotation containing clerical or arithmetical mistakes shall be amended as per actual.
7. Any addition, alteration or correction shall be signed and stamped properly.
8. Contractor agencies are advised (before quoting the rates) to inspect the site of the proposed work. He must go through all drawings and specifications and documents.
9. The Contractor agency should have already executed works of furnishing interiors & exterior, civil works of very good workmanship.

10. Quality of material and workmanship rejected by the Architect / Concerned Authorities shall be removed immediately by the contractor and rectified / replaced.
11. **No payment shall be made to the Contractor before the completion of 50% of the work.**
 - a. **1st Interim bill shall be paid after completion of 50% of work after the duly signed certificate from the Architect & the bank-official (if any).**
 - b. **Second Interim bill shall be paid after completion of 75% of work, after the duly signed certificate from the Architect & the bank-official.**
 - c. **Only two running bills shall be claimed during the completion of furnishing work as per the given time period of 30 days.**
 - d. **Apart from the initial security deposits, retention money shall be deducted from progressive running bills @ 10% of the gross value of each running bill.**
 - e. **Final bill shall be submitted to the bank within 15 days after the completion of work along with certificate from the Architect and bank official.**

GST will be paid extra, Transportation charges or any other charges will be borne by the contractor till completion of work in respect of this contract shall be payable by contractor and the Bank will not entertain any claim whatsoever in this respect. The rate quoted by the contractor should take care of all such taxes, octroi, duties etc. till the completion of work.

12. ***The rates shall include the cost of coat of anti termite treatment on all wooden framework and all commercial ply / board used for partitions and panelling, furniture etc. The contractor/s shall have to dismantle & dispose the existing counters, tables & partitions within the quoted cost of the total furnishing works.***
13. Rates for partitions, panelling, wall cladding and false ceiling shall include cutting and making good of necessary cut-outs/chiselling to be made for electrical conduits, switch boards etc.
14. Bank shall not be responsible for any lose or damage to the contractor/labour due to any natural calamity during the course of construction. Contractor is liable to make good all the damages if any, till the work is completed and handed over to the Bank authorities.
15. ***Any payment to the contractor on account of execution of work, whether it is running payment or final, shall be verified by the Architect-in-Charge. Then only it can be submitted to the bank. Payment will be made within 5 days after receiving the certified bill at head office.***

16. Unless, otherwise mentioned all materials to be used shall be I.S.I. marked. Failure to do so, the work may be rejected and in that case contractor shall have to remove the defective materials and replace / re-do the work for which no claim shall be entertained.
17. **The total work shall be supervised by the Architect-in-Charge and he/she shall be kept fully informed by the contractor regarding the progress of work.**
18. Bank may award the work in part or whole to a single party or any other party.
19. **It may please be noted that the Bank is not bound to allot the work to the lowest party. And as such, the allotment of work shall be based on workability of rates quoted by the contractor on account of quality work. If work allotted to L-1 and he/she back out for whatsoever the reason/ does not response to the work, then work will be allotted to the L-2 at the same rate awarded to L-1.**
20. **The L-1 will be calculated out of the summary of all the works including furnishing, electrical, ac work and other work.**
21. The bank reserves the right to reject any or all the tenders without assigning any reason whatsoever.
22. The earnest money deposited shall not carry any interest and will be refunded to the unsuccessful tenderers.
23. **Earnest money paid by the contractor shall be forfeited by the Bank if contractor fails to undertake the job within 7 days from the date of allotment of work –order.**
24. **If the selected furnisher does not start the work within the 7 days after date of issuing the work order & do not inform the Bank about the same, Then the Bank reserves the right to issue the work to the L-2 at the same rate awarded to L-1. Also no written communication shall be given to the L-1 for withdrawal of the work-order from L-1.**
25. **If the contractor does not complete the work as per the tender/ work-order, then the penalty of 2% of the actual amount paid to the contractor for the actual work done. This will be in addition to the penalty @2% of the contract value, per week on account of delay in work. However both the penalties as mentioned above will not be more than the 10% of the work order.**
26. **If contractors quote “FREAK RATES” then the tender is liable to be rejected.**

27. The contractor shall take all the necessary precautions while working and to safe guard adjacent property, Bank's property, Bank's Employees, and traffic persons.
28. All the rates quoted are inclusive of removal of existing counters, partitions, wiring, rubbish/ debris collected during the progress of work, rejected materials etc.
29. The contractor shall not directly or indirectly sublet the work to other party without written permission of the Bank.
30. The quantities mentioned in schedule are provisional and likely to increase/decrease to any extent or may be omitted thus altering the aggregate value of the contract. No claim for loss of profit / business shall be entertained on this account.
31. The Bank reserves the right to distribute the work for which quotations have been called, among more than one parties, if found necessary. No claim in this respect shall be considered and the contractor agrees to cooperate with other agencies appointed by the Bank.
32. All the workers of the contractor must be properly covered by an insurance policy under "Workman's Compensation act" and "Fatal Accidents Act". The contractor at his own expenses arrange to effect and maintain until the virtual completion of the contract, insurance policy in the joint name of Bank and the contractor against this risk to be retained by the Bank until the virtual completion of the work, and indemnify the Bank from all the liabilities arising out of such events. In case of delay, contractor shall arrange to extend insurance policy till work is completed.
33. All the work should be completed within the specified period in the tender. If the work is delayed due to the reasons beyond the control of the contractor, he should keep intimating the Bank explaining, therein the reasons for such delays, immediately and if in the opinion Bank's authorities the delay is justified, the contractor shall be granted extension in time limit.
34. The contractor shall furnish well in time before work commence at his own cost, colour samples, samples of materials or workmanship that may be called by Bank's Architect / Engineer for approval. Rates quoted shall cover for such preliminary work.
35. All the glass panes, door handles/ hinges, electric fittings, fans, furniture, records, floors etc. are to be thoroughly cleaned after the work is completed.

36. The rates quoted by the contractor shall be firm throughout the duration of contract (including extension of time if any granted) and will not be subject to any fluctuation due to variation in cost of material and labour.
37. Conditional tenders are liable to be rejected.
38. The successful tenderer is bound to carry out any item of work necessary for the completion of the job even those such items are not included in schedule of quantities.
39. If in any case of work required to be abandoned, the contractor shall not be entitled for any claims and he will be paid as per the actual work done till that period, if deemed fit.
40. Decision of the Bank shall be final and binding on any matter connected with the work. The matter of any dispute shall be decided after mutual discussions based on the terms and conditions of this contract. However, if the matter cannot be resolved then the same shall be referred to the respected qualified person in agreed to both the parties and his opinion shall be binding on both the parties. However, this is precourse to any legal action in this regard.
41. If at any stage during the progress of work, it is observed that the contractor is not progressing the work with due diligence, care of lagging much behind the schedule or fails to gear up the work despite instructions from Bank's Architect, the Employer (Bank) reserves the right to terminate the contract with 7 days notice. In such case the contractor shall be liable to pay the Employer any extra cost involved for the completion of the said work and will not obstruct any way in completing the work through other agency. After completion of entire work the contractor shall be paid for the actual work executed by him at the quoted rates after deducting any claims, damages. In case of such termination the security deposit held by the Bank will be forfeited.
42. Contractor shall follow all rules / regulations in force and should posses the license for employing labour and also follow all safety measures, labour bye laws and shall be responsible for any lapse.
43. At any stage i.e. during the execution of work, any kind of change reqd. whether it is in design or specification, the same has to be in-corporate by the contractor.

CONTRACTOR

UNITED INDIA INSURANCE CO LTD

ELECTRICAL APPROVED MAKES

All materials to be supplied and installed by the contractor shall be of approved makes and conform to the relevant Indian Standard and bear 'ISI' marking distinctly. Wherever the make and model of an item is specifically mentioned in the Bill Of Quantity the same shall be considered and quoted for, in the tender. However for the guidance of the contractor some of the approved makes of materials are listed below which can be used when not specifically mentioned in the BOQ. In case the make and model of any item required to be installed is not available in the following list, the same shall be got approved from Consultant/IDBI representative prior to being brought to site and installed. However catalogues, leaflets and a sample of all material, whether covered in the list or not, shall be submitted to Consultant for approval and only on approval of the same, further orders shall be placed by the contractor. Any material brought to site without the above procedure is liable to be rejected outright.

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| 1. LT air Circuit Breakers | : IS 2516 - Latest PART I & II Section |
| 2. Fuse switch units and switch Fuse units not exceeding 1000V AC or 1200 V DC | : IS 4064 Latest/BS-5419/IEC-408 |
| 3. Switch gear Bus bar | : IS 375 Latest |
| 4. H R C fuse Links | : IS 2208 Latest |
| 5. Enclosures for low voltage Switch gears | : IS 2147 |
| 6. P V C cables (Heavy Duty) | : IS 1554 Latest |
| 7. P V C cables (Working Voltage up to and including 1100V) | : IS 694 Latest |
| 8. Switch gear | : IS 3072 Latest |
| 9. MCCB | : IS 2516 part I & II/ Sector I Latest |
| 10. Indicating Instruments | : IS 1248 Latest |

11. Bus-bar support insulators : IS 2544 Latest
12. High Voltage fuse : IS-9385/BS-2692/IEC-269
13. Low Voltage fuse : IS-1248/BS-89/IEC-51
14. Indicating instruments A.C. electricity
Meters IEC-of induction type 45,211 : IS-722, 8530 / BS-5685

SPECIFICATIONS / BRANDS / MAKE OF ITEMS
FOR ELECTRICAL WORK TO BE USED.

- SFU/MCCB/ Change over switch/DB : L&T/ Anchor/ Legrand/Havells.
- Voltmeter/Ampere meter : AE/L&T.
- Armored unarmored Cable : Havells/ **KEI WIRES**/Polycab.
- PVC Insulated Wires : Havells/Finolex/**KEI WIRES**.
- Telephone cable : Finolex/**KEI**/Havells.
- Data cables & I.O's : Lucent/D-link/Cat-VI.
- Modular switch / socket / call Bell : Havells/Legrand.
- Light fittings & Lamps : Philips/Crompton/Wipro/Havells.
- Ceiling fan/Wall bracket fan/Exhaust : Crompton/Orient/Khaitan/Bajaj.

CONTRACTOR

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LIST OF APPROVED MAKES FOR CIVIL & INTERIOR WORKS

1. **All materials shall be of the 1st quality. Among approved brands, selection of brand shall be done as per Bank / Architects choice.**
2. Wherever contractor proposes to use equivalent makes (i.e. other than the one specified.) the same shall be done after prior approval of the Bank / Architects. Any additional expenditure and time due to this shall be solely on contractor's account and no claims What so ever shall be entertained, in this regards.
3. Read "or equivalent approved" at the end of the list of approved manufacturer /sub-contractor / brand for every material.

SR. NO.	MATERIAL	APPROVED MANUFACTURER/ SUB-CONTRACTOR /BRAND
A Wood		
1.	Old Burma teak wood	Should be properly seasoned, no specific supply contractor to obtain approval for samples.
2.	B.T.C.	Should be properly seasoned, no specific supply contractor to obtain approval for samples.
3.	CP- Teak wood	Should be properly seasoned, no specific supply contractor to obtain approval for sample
4.	Hard wood	Should be properly seasoned, no specific supply contractor to obtain approval for sample
5.	Wood to match with Veneer to be used	As per instructions of Bank/Architects
B PLYWOOD		
		(Only Branded Product as per priority indicated)
1.	Commercial Ply Confirming specification as per IS : 303	CENTURY- Sainik, GREEN PLY – Ecotec ESS EMM(19 mm ply),PLY SAMRAT
2,	Marine Ply Confirming specification as per IS : 710	CENTURY/ GREENPLY/ ESS EMM/ SAMRAT PLY
3.	Commercial Block board Confirming specification as per IS : 1659 – Grade –II	CENTURY/ GREENPLY/ ESS EMM/SAMRAT PLY
4.	Marine Block board Confirming specification as per IS : 1659 – Grade –I	CENTURY/ GREENPLY/ KITPLY.
5.	MDF board	CENTURY/ GREENPLY/ KITPLY.
6.	Particle Boards	CENTURY/ GREENPLY/ KITPLY..
7.	Soft Board	JOLLY BOARDS or approved equivalent.
C DECORATIVE VENEERS /		

LAMINATES		
1.	Veneers	CENTURY/ GREENPLY/ KITPLY.
2.	Laminate	GREENLAM/ MERINO/SUNMICA/ROYAL TOUCH
D GLASS		
1.	Glass	MODI GUARD/ SAINT GOBAIN/ ASAHI - FLOAT GLASS INDIA.
2.	Mirror	MODI GUARD/ SAINT GOBAIN/ ASAHI - FLOAT GLASS INDIA.
3.	Tempering or toughening of glass	TUFF GLAZE INDIA PVT. LTD./ SEJAL TUFF PVT. LTD./ IMPACT SAFTY GLASS WORKS-BANGLORE/ GOLD PLUS-DELHI.
4.	Glass blocks	FISHFA GLASS/ RAJ IMPEX TREADING COMPANY.
5.	Glass film for tint/safety/frosting	3M / GARWARE or approved equivalent.
6.	Sun control film	GARWARE or approved equivalent.
E ADHESIVES & PRESERVATIVES		
1.	Adhesive	FEVICOL/ VEMICOL/ ARALDITE/ 3M.
2.	Preservative	TERMISEAL, BISON, SOLIGNUM/ WOODGUARD.
F PAINTS & POLISHES		
1.	Interior paints a. Luster paint b. Plastic paint. c. Acrylic paint.	ASIAN/ ICI/ NEROLAC/ BURGER.
2.	Exterior paints. a. Acrylic paint.	ASIAN/ NEROLAC/ BURGER/ WETHERSHEILD.
3.	Exterior paints a. Cement paint	ASIAN/ SNOW CEM/ NITCO.
4.	Fire retardant paints	FIRE TARD/ SHALIMAR/ VIPER/ NOBLE.
5.	Poly-coating	ASIAN/ SOLVOSOL/ MRF.
6.	Melamine	ASIAN/ SOLVOSOL/ MRF.
7.	Textured Paint	HERITAGE/SPECTRUM
G FALSE CEILING		
1.	Gypsum ceiling	GYPSUM INDIA.
2.	Acoustical a. Gypsum b. Fibrous c. Metal	GYPSUM INDIA/ ARMSTRONG. ARMSTRONG/ DEXUNE DEXUNE/ ARMSTRONG/ HUNTER- DOUGLAS.
H HARDWARE		
1.	Screws	Hettich, Euox, Olive

2.	Locks for cabinets	Hettich, Euox, Olive
3.	Floor spring / Door closer	DORMA/ GEZE/ OZONE.
4.	Handles & mortise locks	Hettich, Euox, Olive
5.	Hinges (Brass / SS finish)	Hettich, Euox, Olive
6.	Tower Bolts	Hettich, Euox, Olive OR S.S. as per sample approved by Bank/Architect
7.	Key holes, door stopper / holder	Hettich, Euox, Olive
8.	Sliding drawer Channel	Hettich, Euox, Olive

I FLOORING / DADO

1.	Vitrified tiles	HR JOHNSON/ NAVEEN/ NITCO/ KAJARIA.
2.	Ceramic tiles	HR JOHNSON/ NAVEEN/ NITCO/ KAJARIA.
3.	Wall tiles Ceramic & glass mosaic	HR JOHNSON/ NAVEEN/ NITCO/ KAJARIA.
4.	Paving Tiles	EUROCON or approved equivalent.
5.	Carpet	PRIDE/ SHALIMAR/ ARMSTRONG or approved equivalent.
6.	Vinyl Flooring	ARMSTRONG/ KRISHNA VINYL
7.	Wooden flooring	PERGO/QUICK STEPS/ HARO TRITY

J OTHER MATERIALS

1.	Cement	ACC, ULTRATECH, AMBUJA OR EQUIVALENT
2.	Tile adhesive/ joint filing	PIDILITE / ROFF CHEMICAL / KRISHNA CHEMICAL / BAL ADHESIVE, BIRLA WHITE
3.	Vitreous chinaware sanitary	PARRYWARE/ HINDUSTAN SANITARYWARE
4.	C.P. Fittings	JAQUAR (CONTINENTAL)/PARKO
5.	G.I. Pipes	`C' CLASS TATA, JINDAL.
6.	C.I. Rainwater soil and waste water pipes and fittings	NECO, T.D. SULEKHA/ PRINCE/ P.M.PVT. LTD.
7.	Water proofing	PIDILITE / IMPERMO/ ACCOPROOF/ SUPERSEAL, LEAKPROOF/ NINA.
8.	Al. Door & window section	JINDAL / INDAL/ HINDALCO
9.	Vertical Blinds	VISTA LEVOLOR/ AEROLUX/ MAC
10.	Fabric protection coating for upholstery	FABGUARD OF DOVE CORPORATION SCOTCHGUARD OF BIRLA 3M LTD.
11.	Foams in chairs/sofas	MM foams/ SLEEPWELL
12.	Chairs	Godrej/Methodex

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