

**UNITED INDIA INSURANCE COMPANY LIMITED - COIMBATORE
DIVISIONAL OFFICE - II**

**TENDER DOCUMENT
INTERIOR & ELECTRICAL WORKS**

Last Date of Receipt of Tender : 22.11.2018

Time : 3.00 pm

Tender Opening Date : 22.11.2018

Time : 4.00 pm

To,

**M/s.United India insurance Co.Ltd.
Regional Office,
Dr. Nanjappa Road,
Coimbatore.**

**ARCHITECTS / CONSULTANTS
DESIGN CONSULTANTS,
ARCHITECTS & INTERIOR DESIGNERS
1280, TRICHY ROAD,
COIMBATORE - 641 018
PH : 98422-30124**

TENDER
UNITED INDIA INSURANCE COMPANY LIMITED - DIVISIONAL OFFICE - R.S.PURAM,
COIMBATORE,TAMILNADU.

CONDITIONS OF CONTRACT :

- 1 The Bidding contractor has to submit the Technical bid & Financial Bid in separate sealed covers. Only once the contractor is qualified in the Technical category, his Price bid shall be opened.
- 2 The tenderer is required to inspect the site and obtain for himself on his own responsibility and at his own expense all necessary information and particulars to enable him to submit a proper tender and make himself thoroughly acquainted with the local site condition, nature and requirements of work and facilities of transport, effective labour and materials, access and storage for materials and removal of rubbish.
- 3 The tenderer shall provide in their tender for cost of carriage, freight and other charges for proper execution of work as indicated in the drawings.
- 4 The work includes cost of fitting and fixing the several items in position to floors, walls, ceilings etc., in the building in accordance with the drawings or as may be directed and it may be necessary to make holes, chases etc., on floors, wall ceilings etc., as may be required. He must not only note of these provisions but must also allow for such as he may be required to do at the time work is taken by him and it will be deemed that his rates take into account all forceable contingencies which will include rectifying disturbed floors, walls, ceiling to their original condition.
- 5 The quoted prices must be firm for the entire period of currency of the contract from the quoting since no price variation or escalation shall be permitted on any account whatsoever.
- 6 The dimensions shown in the drawings must be verified by the contractor at the site before he takes up actual manufacture of the several items, making allowances for the actual dimensions that prevail at site.
- 7 The work will be done strictly in accordance with the drawings and detailing or specifications given by the architect.
- 8 Laminate, plywood, prelaminated board, aluminium etc., shall be of good company, approved quality and as per specification mentioned. Laminate sheet colour and all materials shall be produced for inspection and only after obtaining approval from the architect the work should be commenced.
- 9 Tenderer is advised to read the enclosed list of approved make of materials and offer brand name in the specified space. Make/Brand name on all items should be specified by the tenderer while submitting the tender. All the materials and specifications mentioned in the tender should be used without any deviation.
- 10 Conditional tenders or alternate proposals shall not be entertained unless prior approval in writing has been obtained. No notification, writings or deviations can be made in the tenders by the tenderer, but may at his option offer his conditions or modifications in a separate sheet of paper attached to the original tender document.
- 11 The tenderer should note the tender is strictly on the item rate basis and their attention is drawn to the fact that rates for each item should be correct, workable and self-supporting. If called upon by the UII company/Architect detailed analysis of any or all the rates shall be submitted. The UII company/Architect shall not be bound to recognise the contractor's rate.
- 12 Rate should include for providing necessary cut-outs, holes for electrical conduits, switch boxes, plug points in work stations, partitions, tables, etc., wherever necessary and along with the co-ordination of other agencies. The rate also should include to provide additional wooden members adjacent to the switch box, conduits etc., in order to support the switch box conduits.

13 EARNEST MONEY DEPOSIT & RETENTION AMOUNT :

The tenderer will have to deposit an amount of **2% of the Tendered Amount** in the form of DD in favour of **UNITED INDIA INSURANCE COMPANY LIMITED - REGIONAL OFFICE** at the time of submission of tender as EMD. The employer is not liable to pay any interest on the earnest money. The Earnest money deposit of the unsuccessful tenderers will be refunded without any interest soon after the decision to award the work is taken or after the expiry of the validity period of the tender. Apart from EMD made as above, retention money 5% of the total contract amount will be kept till defects liability period.

14 CONTRACTOR TO PROVIDE EVERYTHING NECESSARY :

The contractor shall provide everything necessary for the proper execution of work according to the intent and meaning of drawings, schedule of the drawings, schedule of quantities and specifications taken together whether the same may or may not be particularly shown or described therein provided that the same can reasonably be inferred therefrom and if the contractor find any discrepancies therein he shall be final and binding.

15 PROGRESS REPORT :

During the period of work the contractor shall maintain proportionate progress on basis of a programme chart submitted by the contractor immediately before the commencement of work and agreed to by the UII company/Architect. The contractor shall report to the Architect of the progress of the work at every stages.

16 REMOVAL OF IMPROPER WORK :

The Bank shall during the progress of the work have power to order in writing from time to time the removal from the work within such reasonable time or time as may be specified in the order of any materials which in the opinion of the Bank/Architect are not in accordance with specification or instructions, the substitution or proper re-execution of any work executed with materials or workmanship not in accordance with the drawings and specifications or instructions. In case the contractor refuses to comply and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereon as certified by the UII company/Architect shall be borne by the contractor or may be deducted from any money due to the contractor. No certificate which may be given by the Architects shall relieve the contractor from his liability in respect of unsound work or low graded materials.

17 SITE ENGINEER :

The contractor shall afford the Site engineer deputed, every facility and assistance for examining the works and materials and for checking and measuring work and materials. The Site engineer shall have no power to revoke, alter or relax any requirements of the contractor or to sanction any day work, additions, alterations, deviations or omissions or any extra work whatsoever, except so far as such authority may be specially conferred by the UII company/Architect.

The Site Engineer will have power to give notice to the contractor or to his workers, of non-approval of any work or materials and which shall be immediately notified to the UII company/Architect. Such work shall be suspended or the use of such materials shall be discontinued until the approval from the UII company/Architect. The work will be from time to time be examined by the UII company/Architect. But such examination shall not in any way exonerate the contractor from the obligation to remedy any defects which may be found to exist any stages of work or after the same is completed.

18 ELIGIBILITY OF CRITERIA :

The tenders received after the due date and time specified or unsealed or incomplete or unsigned or by facsimile or email will be summarily rejected. The bank reserves the right to accept / reject the bids without assigning any reasons whatsoever

The tenderer should have done Interior & Electrical works in the Public Undertaking banks and Experience of having successfully completed jobs i.e last 3 years as on tender date.

Experience of having successfully completed Interior & Electrical jobs i.e last -3- years(as on tender date) should be either of the following:

1. One Interior & Electrical completed work each costing not less than 80% of tender value
2. Two Interior & Electrical completed works each costing not less than 50% of tender value
3. Three Interior & Electrical completed works each costing not less than 40% of tender value

OUTLINE CONDITIONS OF CONTRACT

Estimated project cost	:	Rs. 9,60,000.00 (Nine Lakhs Only)
Earnest Money Deposit	:	Rs. 19,200.00/- by D.D 2% of the Estimated amount
Defects liability period	:	Twelve months
Date of commencement	:	3 days from the date of award of work
Date of completion	:	20 days
Period Final Measurement	:	One week from the date of completion
Liquidated damages	:	1% per week
Penalty Fee for Delay	:	Rs.2000/- per day
Retention Amount	:	5% of the total value
Period of honouring certificates	:	7 days
Technical Bid & Financial Bid	:	Both Bids should be enclosed separately in sealed covers along with additional xerox copy of Price Bid duly signed