

## NOTICE

**Ref No: ZOBH/GAD-PREM/TN-67/2018-19**

**DATE: 31.08.2019**

UCO Bank, Zonal Office, Bhagalpur desires to invite sealed offers from reputed Contractor for **execution interior furnishing and electrical work in Baluachak Branch as per Bank's specification under supervision of our empanelled architect in TWO PART SYSTEM, PART- I (Pre-Qualification Documents) & PART- II (Bid Documents)** to be submitted to **Zonal Manager, UCO Bank, Zonal Office, Bhagalpur** in two separate envelopes. The eligible and interested contractor may collect the **"Document for Tender"** from the following **Zonal Office, Bhagalpur** by paying non-refundable fee of **Rs. 1000.00** by way of **Cash/Demand Draft payable to ZONAL OFFICE, BHAGALPUR**. The document can also be downloaded from our website. The document submitted without the prescribed fee will be summarily rejected. The duly completed document in the prescribed format with all supporting documents shall be sealed in a cover and super scribed as 'Application for TENDER of (Category name)', (Branch name) and **the same be submitted to ZONAL OFFICE, BHAGALPUR**.

**Tender document may be obtained / downloaded from 01.09.2019 to 16.09.2019 from Zonal Office & Bank website (www.ucobank.com)**

**Date & Place of Submission of Tender: Upto 3.00 PM on 17.09.2019** at the office of the Zonal Manager, UCO Bank Zonal Office, S K TARAFDAR ROAD, ADAMPUR, BHAGALPUR.

**Tender will be addressed to:** Zonal Manager, UCO Bank Zonal Office, S K TARAFDAR ROAD, ADAMPUR, and BHAGALPUR.

**Date, Time & Place of opening of Tender:** 17.09.2019 at 04.00 PM in Zonal Office, Bhagalpur.

UCO BANK reserves its right to reject any / or all the applications without assigning any reasons whatsoever.

-sd/-  
Zonal Manager  
Zonal Office, Bhagalpur

## **NOTICE OF INVITATION TO TENDER**

Sealed tenders on item/rate over estimated cost basis are invited from competent Interior Furnishing, Electrical & Data Cabling contractors having sound technical and financial capacity for Furnishing, Electrical & Data Cabling works of UCO BANK, Baluachak, BRANCH, BHAGALPUR, and BIHAR.

Parties who have not executed one or two work of similar nature, each costing not less than 75% of the estimated cost satisfactorily during last two or three year & does not have any office/site or presence in the Bihar state need not respond. Contractor must have valid license for Electric work and copy must be attached herewith for reference.

**Tender will be submitted in two parts in two separate envelopes**

**First Part: Application format duly filled by Contractor, Signed Tender Form with EMD amount and Tender Fees.**

**Second Part: Financial Bid.**

Tender collection: - Tender document may be obtained from 01.09.2019 to 16.09.2019 at 10:30 AM to 05:00 PM from following address-

**UCO BANK  
ZONAL OFFICE  
S K Tarafdar Road, Koyalaghat, Adampur Chowk  
Bhagalpur, Bihar**

Tender fee: - 1000.00

Estimated cost of project: - **Rs. 270675.00**

Time of completion: - 25 Days

Earnest Money: - **Rs 3000.00** By crossed demand draft/ Banker's cheque drawn in favour of  
**ZONAL MANAGER UCO BANK payable at Bhagalpur.**

Time and date of

Submission of tender: - Up to 3:00 P.M. on 17.09.2019 at **UCO BANK ZONAL OFFICE  
S K Tarafdar Road, Koyalaghat,  
Adampur Chowk, Bhagalpur.**

Time and date of Opening of tender: at **UCO BANK, ZONAL OFFICE  
S K Tarafdar Road, Koyalaghat,  
Adampur Chowk, Bhagalpur**  
17.09.2019 at 04.00 PM

**Note: Tender may be downloaded from UCO Bank website: [www.ucobank.com](http://www.ucobank.com)**

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 any reason what so ever.

-sd/-

ZONAL MANAGER

**ZONAL OFFICE S K Tarafdar Road, Koyalaghat, Adampur Chowk, Bhagalpur**

**GENERAL RULES AND INSTRUCTION FOR GUIDANCE OF  
TENDERERS**

- (1) Tenders are hereby invited on behalf of **UCO BANK, Bhagalpur ZONE** for Interior Furnishing, Electrical & Data Cabling works of UCO BANK, Baluachak BRANCH , BHAGALPUR, BIHAR and estimated cost of Rs. **270675.00**
- (2) Contract documents consisting of the plan, complete specification, 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 persons whose tenders may be accepted, and which will also be found in the form of tenders can be purchased from **UCO BANK ZONAL OFFICE BHAGALPUR** Between the 10:30 AM to 05:00 PM every day, except on Sunday and Bank Holiday.

The site for the work is available/The site for the work shall be made available in parts as specified below.

- (3) Tenders, which should always be placed in sealed cover, with the Name of project written on the envelopes will be received by **UCO BANK ZONAL OFFICE Bhagalpur** up to 3:00 PM on 17.09.2019 and will be opened in Zonal Office on 17.09.2019 at 04.00 PM
- (4) Tenders are to be on the prescribed form which can be obtained from **UCO BANK ZONAL OFFICE BHAGALPUR**. The time allotted for the carrying out of the work will be 25 Days from the next day after the date of written orders to commence work
- (5) The contractors should quote rate and amount in figures as well as in words tendered by them. The amount of each item should be worked out and requisite totals given.
- (6) Contractors should signs & stamp on each page on tender papers and submit it.
- (7) The last date of Issue of tender form will be on 16.09.2019 up to 05:00 PM.
- (8) Earnest money RS. **3000.00** in the form of Bank draft/Banker's cheque in favour of **ZONAL MANAGER UCO BANK** must accompany with each tender and each tender is to be in a sealed Envelopes super scribed on it “ **TENDER FOR (Name of the Project)** ” and addressed to:

**ZONAL MANAGER  
UCO BANK ZONAL OFFICE,  
S K Tarafdar Road, Adampur Chowk, Bhagalpur**

- (9) The **EMD** of the contractor, whose tender is accepted, shall be forfeited in full in case he does not start the work by the stipulated date mentioned in the award letter.



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- (10) The acceptance of a tender will rest with the **UCO BANK BHAGALPUR ZONE** which does not bind itself to accept the lowest tender, and reserves to itself the authority to reject any or all of the tenders received without the assignment of a reason .All tenders in which any of the prescribed condition are not fulfilled or are incomplete in any respect are liable to be rejected.
- (11) The Bank reserves the right to accept the tender in full or in part and the tenders shall have no claim for revision of rates or other conditions if his tender is accepted in part.
- (12) Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
- (13) All rates shall be quoted on the proper form of the tender alone.
- (14) An item rate tender containing 30% below/above will be summarily rejected, However where the tenderer voluntarily offer a rebate for payment within a stipulated period, this may be considered.
- (15) On acceptance of the tender, the name of the accredited representative of the contractor who would be responsible for taking instruction for the Employer/Architect shall be communicated to the employer.
- (16) Special care should be taken to write the rate & amount in figure as well as in words in such a way that interpolation is not possible .The total amount should be written both figures and in words. In case of figures the words Rs. should be written before the figures of rupees and words after the decimal figures. Example Rs. 2.15P ,and in case of words ,the word “Rupees” should precede and the word “paisa” should be written at the end, unless the rate is in whole rupees and followed by the words “only”. It should invariably be up to two decimal places. While quoting the rate in schedule of quantities , the word “only” should be written closely following the amount and it should be not be written in the next line.
- (17) The bank does not bind itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the quoted rate.
- (18) The contractor shall give a list of his relatives working with the Bank along with their designation and addresses.
- (19) No employee of the Bank is allowed to work as a contractor for a period of two years of his retirement from the Bank service without the previous permission of the Bank. The contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who has not obtained the permission of the Bank as aforesaid before submission such a person who has not obtained the permission of the Bank as aforesaid before submission of the tender or engagement in the contractor’s service.



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- (20) The tender of works shall remain open for acceptance for a period of two days from the date of opening of tenders if any tenderer withdraw his tender before the said period, then the Bank shall be at liberty to forfeit his earnest money paid along with the tender.
- (21) The tender for the work shall not be witnessed by a contractor or contractors who himself/themselves has/have tendered or who may and had/have tendered for the same work failure to observe this condition would render tenders of the contractors tendering as well as witnessing the tender liable to summary rejection.
- (22) It will be obligatory on the part of the tenderer to tender and sign and tender document for all the component part and that after the work is awarded, he will have to enter into an agreement for each component with the competent Authority in the Bank.
- (23) It may also be noted that entire allotted work should be completed within **25 (Twenty Five) Days** from receipt of this letter, failing which a sum of Rs. **500.00 (Five hundred)** per day, being the amount of default charge, will be recovered from you after the expiry of stipulated period.
- (24) The tenderer, apart from being a competent contractor must associate himself with agencies of the appropriate class who are eligible to tender for (a) Interior (b) sanitary & water supply installation and (c) AC.

Signature of competent Authority

-sd/-

ZONAL MANAGER  
UCO BANK

LIST OF APPROVED MATERIALS/MANUFACTURERES

**DESCRIPTION**

**MAKE**

Board / Ply (BWR)	:	Green/ Duro/Century
Laminate (1.0mm th)	:	Green/ Sunmica/Formica/ Century
Door Closer / Floor spring	:	Everite,Godrej, Hemaco
Drawer & Keyboard, Slide	:	Ebco (Telescopic)
Glue for fixing	:	Fevicol (Pidilite), Jivanjor
Glass	:	Modi Float, Saint Gobain
Mortice Latch & Lock	:	Godrej, Golden Industries Ltd.
Aluminium Sections	:	Jindal / Indal / Hindalco
False Ceiling	:	Gypsum marked “Gypsteel” , Lafarge
Synthetic Enamel	:	Asian, Nerolac, ICI, Berger
Emulsion Paint/Plastic Paint	:	Asian, Nerolac, ICI , Berger
Screws	:	Nettlefold / G.K.W.
Vitrified Tiles	:	Naveen/Somany/Euro
Ceramic Tiles	:	Naveen/Asian/Euro
Wood	:	IInd Grade teak wood

**Note: Material used other than above mentioned items must be approved from the Architects/ Bank.**

## APPLICATION FORMAT

1. Name of the Applicant :

Address :

Telephone No.      Office                :  
                                 Residence        :  
                                 Mobile           :  
                                 E-Mail            :

2.

a) Status of the Firm (Whether company/Partnership / proprietary) :

b) Year of establishment:

3. Whether registered with Registrar of Companies/ firm. If so, No. & Date :

4. Registration with Tax Authorities :

a) PAN NO:

b) GST No:

5. Registration with Government / Public Sector / Banks

SL NO	NAME OF THE ORGANISATION	NATURE OF WORKS	VALUE OF WORKS	DATE OF REGISTRATION

What are your fields of core competence? Mention the fields on preference Basis

1)

2)



6. Details of the qualifying works executed ( please mention only such works which qualifies for the category/class for which you have applied)

Sl .No	Name of Work	Work executed for (name of the organization with address, concerned office & telephone no)	Nature of work (in brief)	Location of the work	Actual Value of the works	Stipulated time for completion	Actual time for completion	If work left incomplete or terminated (furnish reasons)
1								
2								
3								

#### DECLARATION

1. All the information furnished by me / us here above is correct to the best of my knowledge and belief.
2. I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets / annexure.
3. I / We agree that the decision of UCO Bank in selection of firms will be final and binding to me / us.
4. I / We have read the instructions appended to the proforma and I / we understand that if any false information is detected at a later date the work order shall be cancelled at the discretion of the bank.

Place :

SIGNATURE OF THE APPLICANT

Date :

NAME & DESIGNATION  
SEAL OF ORGANISATION

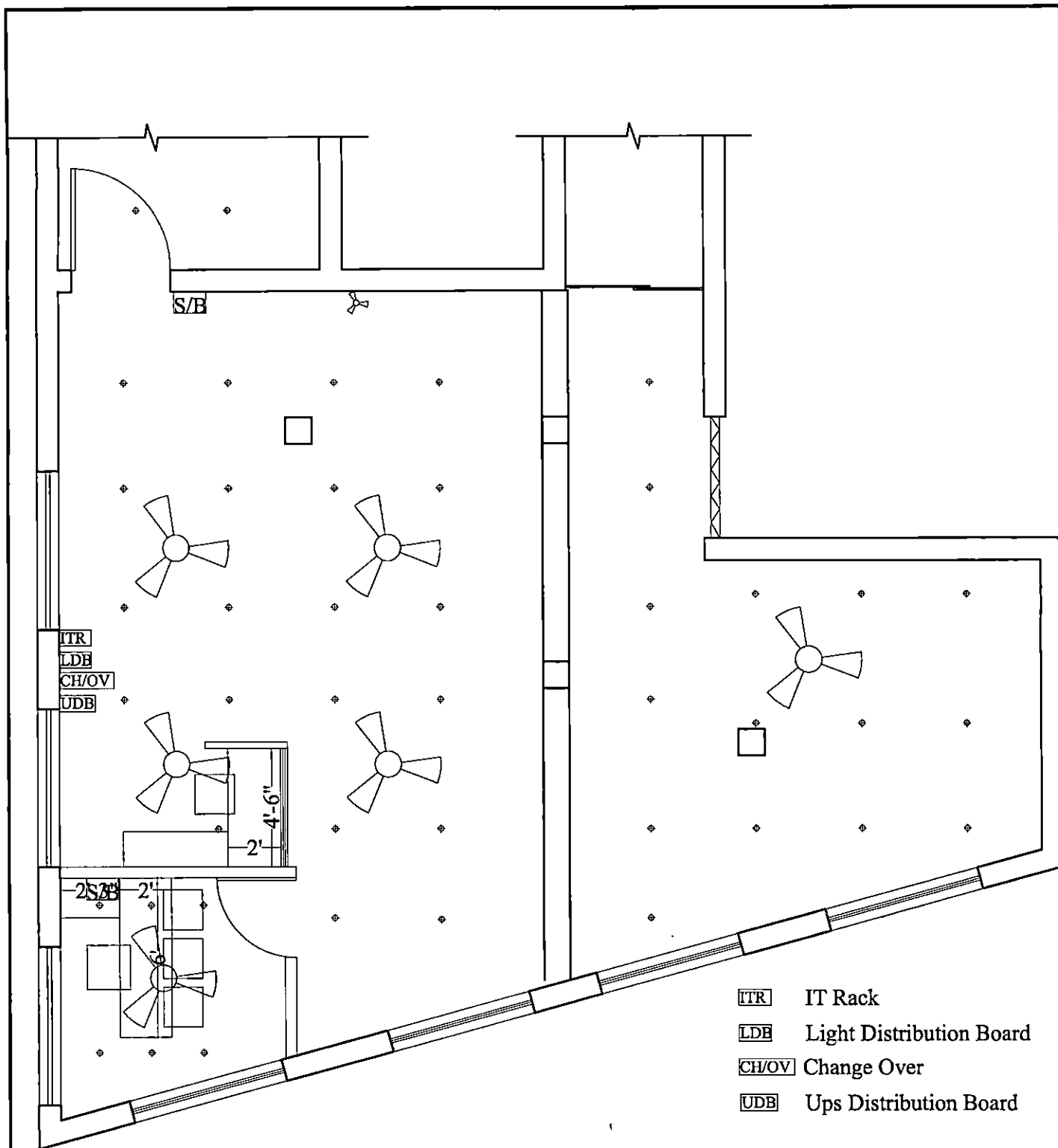


<b>DETAILED WORKS DONE FOR INTERIORS OF UCO BANK, BALWACHACK</b>				
<b>941 SQ FT - CARPET AREA</b>				
		UNITS	RATE	AMOUNT
<b>ELECTRICAL &amp; LIGHTING WORKS:</b>				
<b>LED TUBE LIGHT (18/20 W)</b> of PHILIPS, JAQUAR, HAVELLS, OREVA, CROMPTON or equivalent. SUPPLYING, FIXING, INSTALLATION, CHECKING & WIRING (1.5mm)WITH POLYCAB, FINOLEX or HAVELLS to be passed through telephonic and PVC pipes of 12 mm dia.		40		
<b>CEILING FANS.(1200mm or greater dia)</b> of HAVELLS, USHA, OREVA, CROMPTON or equivalent. SUPPLYING, FIXING, INSTALLATION, CHECKING & WIRING (1.5mm)WITH POLYCAB, FINOLEX or HAVELLS to be passed through telephonic and PVC pipes of 12 mm dia.		6		
<b>WALL MOUNTED FANS.</b> of HAVELLS, USHA, OREVA, CROMPTON or equivalent. SUPPLYING, FIXING, INSTALLATION, CHECKING & WIRING(1.5mm) WITH POLYCAB, FINOLEX or HAVELLS to be passed through telephonic and PVC pipes of 12 mm dia.		1		
<b>PANEL BOARD 250 AMP INCOMING &amp; 8 NOS 63-100 AMP OUTGOING ALL THREE PHASE CIRCUIT WITH INDICATOR</b> SUPPLYING, FIXING, INSTALLATION & CHECKING		1		
<b>UPS DISTRIBUTION BOARD</b> Supply, Installation, Testing and commissioning double door D.B board for <b>UPS POWER</b> point circuit distribution complete with tinned copper bus bars, neutral link, earth bar, din bar, detachable gland plate inter connections including painting, earthing etc. as required. all complete as per instructions of Elec.Er. / Architect. 10A MCB-10 nos		1		
<b>LIGHT DISTRIBUTION BOARD:</b> Supply, Installation, Testing and commissioning double door D.B board for Lighting point circuit distribution complete with tinned board for Lighting point circuit distribution complete with tinned copper bus bars, neutral link, earth bar, din bar, detachable gland plate inter connections including painting, earthing etc. as required. all complete as per instructions of Elec.Er. / Architect. 10A MCB-10 nos		1		
<b>CHANGE OVER SWITCH (BETWEEN TWO UPS):</b> Supply and fixing of 32A 415 volt 4 pole change over switch on MS clamp and complete with all interconnection (For change over between two UPS) of Havells/L&T make in sheet steel over between two UPS with 4mm wire ) of Havells/L&T make in sheet steel enclosure on wall all complete with hardware.		1		
<b>MODULAR SWITCH BOARD ON WALL(LIGHT &amp; FAN):</b> Supply, Installation, Testing and commissioning of modular switch board with all accceries of approved make on wall/partition for light/fan points on wall/partitions. Each set contain 1 No 6 Amp switch socket including required switch in light control board with suitable size including GI box, board, & face plate. board with suitable size including GI box, board, & face plate.		3		

	<b>MODULAR SWITCH BOARD FOR IT RACK UPS POWER:</b> Supply, Installation, Testing and commissioning of modular switch board for UPS Power with all accessories of approved make on wall. Each set contain( 6 Amp Socket- 3 nos + 16 Amp Socket- 3 nos)	1		
	<b>MODULAR SWITCH BOARD ON TABLE(UPS POWER):</b> Supply, Installation, Testing and commissioning of modular switch board with all accessories of approved make on table including each set contain( 2 No 5pin 6 Amp socket with separate switch each set contain( 2 No 5pin 6 Amp socket with separate switch + 1 no 5 pin 6/16Amp socket with separate socket) with suitable size 4mm wire.	7		
	<b>15A SWITCH SOCKET ON TABLE(RAW POWER):</b> Supply, Installation, Testing and commissioning of switch board with all accessories of approved make on table/wall including each set contain ( 1No fuse 10Amp & 1 No indicator 10Amp + 1 each set contain ( 1No fuse 10Amp & 1 No indicator 10Amp + 1 no 5pin 16A socket with switch) with suitable size and wiring from the Main Panel to each point. Max two number point may be looped with 4mm wire.	7		
	<b>UPS INSTALLATION (METAL CLAD SOCKET &amp; UPS WIRING) :</b> Supply & Installation of Industrial type Metal Clad socket 32A TPN, Flush Type with MCB & socket of approved make for UPS with 4mm wire.	4		
	<b>AC INSTALLATION (MODULAR METAL CLAD SOCKET &amp; AC WIRING CIRCUIT) :</b> Supply & Installation of Industrial type modular Metal Clad socket 25A Flush Type with MCB & socket of approved make for AC concealed in the wall as per drawing and instructions with 4mm wire.	4		
	<b>DATA POINT:</b> Supply, Installation, Testing and commissioning of RJ 45 modem Jack in modular IO box including patch cord of required length for Computer including making connection , soldering etc as required and as per drawing and instructions of the bank/Architect	7		

<b>DATA WIRING (FROM IT RACK TO DATA POINT AT TABLE):</b> Supply, Installation, Testing and commissioning of Concealed Data wiring from Server to each computer with CAT-6 wire including supply of 25mm dia heavy duty PVC conduit of reputed make in floor/wall/ceiling as required. (from IT Rack to each computer)	600		
<b>EARTH STATION EACH:</b> Supply, Installation, Testing & Commissioning of ground Earth Pit with 2'X2'x1/4" copper plate buried at a depth of 10' feet below with 2'X2'x1/4" copper plate buried at a depth of 10' feet below from the ground surface and 1"x8' long GI pipe with arrow socket, funnel 8 SWG copper wire in 1/2" GI pipe, nut & bolt etc and covering with 2" x12" heavy duty C.I earth cover including chambering and filling the boring area with charcoal and salt (40 Kgs each) as per IS 3043 specification including wiring from earthpit to the UPS & Panel and Earth Bus bar.(Earth resistance should not exceed 2 ohm at the earth terminal at UPS.	1		
<b>TOTAL</b>			<b>0</b>
<b>MANAGER'S TABLE:</b> Providing and Placing Manager Table of size (5'-8" X 2'-6" X 2'-6") edged with teakwood beading of 2"x2" (approx) cut to required shape, top of table to have <b>1.0mm thick</b> laminates and teakwood beading to be polished to required colour. Table to have a vertical modesty panel of <b>19 mm thick blockboard</b> covered with laminates ( <b>1.0mm thick</b> ) from the outer side and ( <b>0.8mm thick</b> ) laminates on the inner side including supply and fixing of sliding keyboard of approved make and provision of <b>1 no.s drawer &amp; 1 no file cabinet</b> with lock & all fitting. In all these tables/counters provision shall be made so that the CPU of the computer can be kept under the table and only the monitor shall be visible. Also there shall be neat hole in the table top for the wire.	1		
<b>OFFICERS TABLE:</b> Providing and Placing Officer's Table of size (4'6"x2'-6")(2'10"x1'3") with top made of 19 mm thick blockboard, edged with teakwood beading of 2"x2" (approx) cut to required shape with an insert of different coloured wood in the center, top of table to have 1.0mm thick laminates and teakwood beading to be polished to required colour. Table to have a vertical modesty panel of <b>19 mm thick</b> blockboard covered with laminates ( <b>1.0mm thick</b> ) from the outer side and ( <b>0.8mm thick</b> ) laminate on the inner side including supply and fixing of sliding keyboard of EBCO/Efficient Gadgets and provision of 2 nos drawer 1 no file cabinet with lock & hardware. In all these tables/counters provision shall be made so that the CPU of the computer can be kept under the table and only the monitor shall be visible. Also there shall be neat hole in the table top for the wire all complete with removing of existing table and hand over to the bank as per instructions.	1		

<p><b>FULL HEIGHT SEMI GLAZED PARTITION WITH DOOR:( MANAGER CABIN)</b></p> <p>Providing and fixing full height wooden partition with frame of <b>2'x2'</b> (finished size) seasoned hard wood member at max. intervals of <b>1'-6" x1'-6"</b> c/c with provision of bigger at skirting, fixing to the ceiling, slab, beams etc including the door. All woodwork to be treated with 1st quality anti termite paint and should be covered with 12 mm thick ply Board of approved make finished by 1.0 mm thick laminate of approved make on both side including the glazing part made with <b>8 mm</b> clear glass (<b>wooden-2'-0"+glass-5'-0"+wooden2'-0"</b>-upto ceiling) including supply and fixing of Door Handle,Door Closer,Door Lock, Door stopper, Mortise Lock, Night Latch,hardware, etc.</p>	140		
<p><b>GRAND TOTAL</b></p>			



## BALWACHACK-ELECTRICAL LAYOUT PLAN

**novus**  
ARC DESIGN PVT. LTD  
C-6, NETAJI SUBHASH ENCLAVE,  
GADAKANA, BHUBANESHWAR,  
ODISHA  
PH: +91 8763522530  
E-MAIL: respond2nad@gmail.com

### GENERAL NOTES

1. THIS DRAWING AND DESIGN IS THE PROPERTY OF THE DESIGNERS. NO PORTION MAY BE USED OR REPRODUCED WITHOUT THEIR WRITTEN PERMISSION.
2. ALL DIMENSIONS ARE TO BE VERIFIED ON SITE BY THE CONTRACTOR. ANY DISCREPANCIES ARE TO BE REPORTED TO THE DESIGNERS IMMEDIATELY.
3. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH THE DESIGNERS SPECIFICATIONS AND CONDITIONS OF CONTRACT.
4. DRAWINGS NOT SHOWING THE LATEST REVISIONS ARE TO BE CANCELED.
5. ALL DIMENSIONS ARE TO BE READ NOT SCALED.
6. ALL INDICATED LEVELS ARE FINISHED LEVELS UNLESS NOTED OTHERWISE.

NO.	DATE	REVISIONS

CLIENT: UCO BANK ZONAL OFFICE

PROJECT: Int-UCO BANK-BALWACHACK  
BRANCH OFFICE

SHEET TITLE: INT-UCO BANK-BALWACHACK  
BRANCH-ELECTRICAL LAYOUT

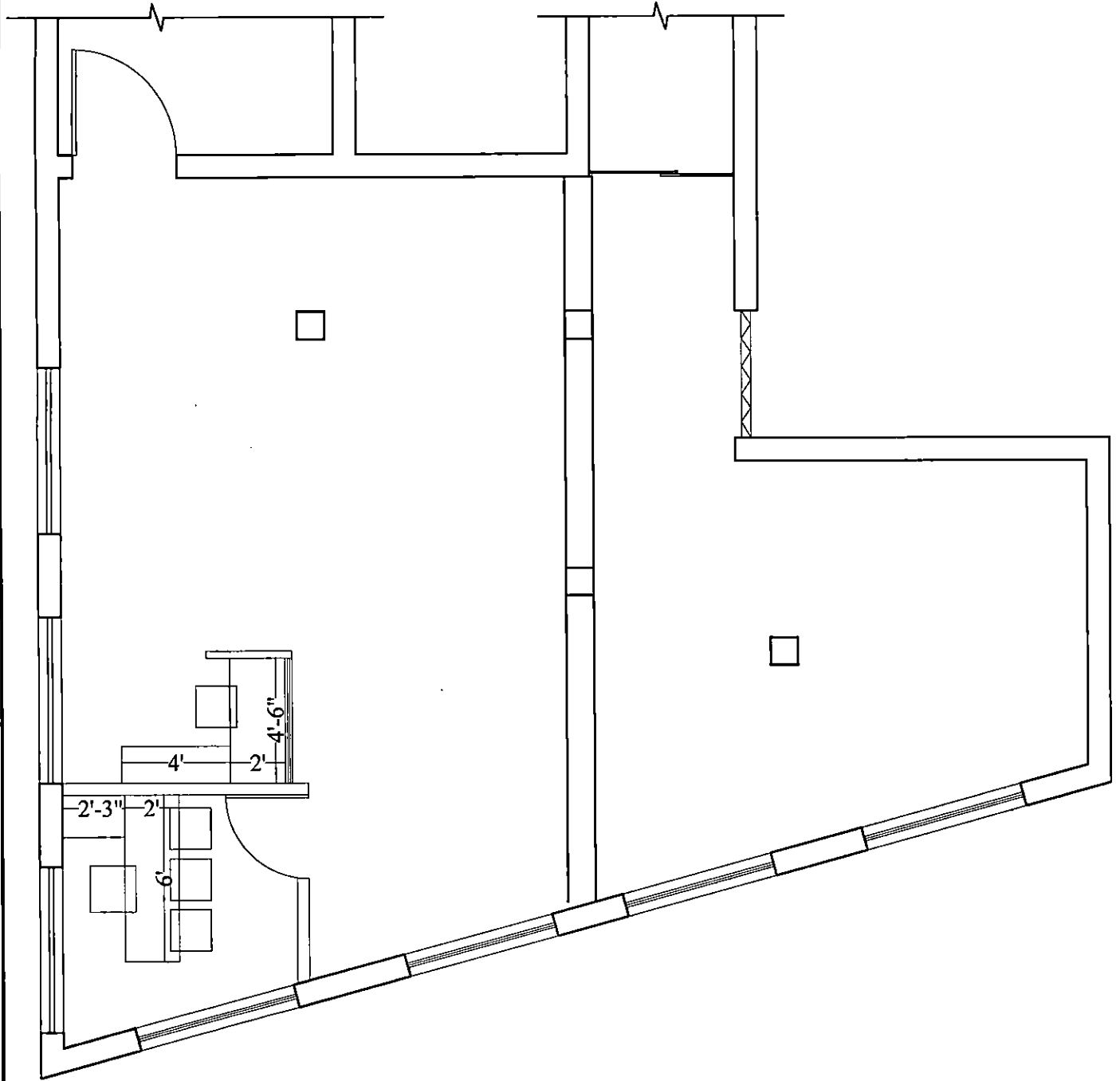
DRAWN BY: SUBIKA

DATE: 01 AUGUST 2019

SCALE: NTS

SHEET NO: 002

HANDLED BY: ARA.KAUSHAL



**novus**  
ARC DESIGN PVT. LTD

C-6,NETAJI SUBHASH ENCLAVE,  
GADAKANA , BHUBANESHWAR ,  
ODISHA  
PH: +91 8763522530  
E-MAIL : respond2nad@gmail.com

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NO.	DATE	REVISIONS

CLIENT:  
UCO BANK ZONAL OFFICE

PROJECT:  
INT-UCO BANK-BALWACHACK  
BRANCH OFFICE

SHEET TITLE :  
INT-UCO BANK-BALWACHACK  
BRANCH-FURNITURE LAYOUT

DRAWN BY :  
SUBIKA

HANDLED BY :  
AR.A.KAUSHAL

DATE : 01 AUGUST 2019

SCALE: NTS

SHEET NO :  
001