



**NOTICE INVITING APPLICATIONS FOR CONTRACTORS/VENDORS FOR INTERIOR FURNISHINGS, ELECTRICAL WORK AND DATA CABLING**

UCO Bank invites applications for contractors/vendors for works related to interior furnishing of branches and their electrical and data cabling. Full details and application forms along with tender documents can be downloaded from our website [www.ucobank.com](http://www.ucobank.com) and submitted along with payment of Rs 750/- by Demand Draft (non-refundable) favouring "UCO Bank", payable at Suri. **Last date for receipt of duly filled in application is 08.12.2017 within 05:00 p.m.**

**AGM & Zonal Head,  
Zonal Officer, Suri**

**Date:-23-11-2017**

**यूको बैंक, अंचल कार्यालय, सिउड़ी, सरकिट हाउस के पास, सिउड़ी, जिला -बीरभूम (प. बं.)-731101**

**UCO Bank, Zonal Office, Suri, Near Circuit House, Suri, Dist. - Birbhum (W.B.) – 731101**

**राजभाषा का प्रकाश – बैंक का विकास**

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

## **INVITATION TO TENDER**

**INSTRUCTION TO TENDERERS**

**AND**

**GENERAL CONDITIONS OF CONTRACT**

**FOR**

**INTERIOR FURNISHING & ELECTRICAL WORKS**

**AT**

**UCO BANK & ATM – RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**NAME OF THE CONTRACTOR:** .....

.....

**ADDRESS:** .....

.....

**ARCHITECT**

**ARCHI SPACE CONSULTANT**

**45B, BAGHJATIN PLACE**

**‘AMELIA APPT.’ – GR.FLOOR**

**KOLKATA – 700086**

**CONTACT - 9830006396, 033-2425-0125**

**UCO BANK, ZONAL OFFICE, SURI**

**NEAR CIRCUIT HOUSE, DIST-BIRBHUM (W.B.) – 731 101**

**CONTENTS**

<b>SL NO</b>	<b>SECTION NO</b>	<b>DESCRIPTION</b>
<b>1</b>	<b>I</b>	<b>Tender Notice</b>
<b>2</b>	<b>II</b>	<b>General rules and instructions for The guidance of</b>
<b>3</b>	<b>III</b>	<b>Form of tender</b>
<b>4</b>	<b>IV</b>	<b>Articles of agreement</b>
<b>5</b>	<b>V</b>	<b>General conditions of contract With appendices.</b>
<b>6</b>	<b>VI</b>	<b>Special conditions</b>
<b>7</b>	<b>VII</b>	<b>Approved make of materials with bill of quantities for above mentioned works.</b>
<b>8</b>	<b>VIII</b>	<b>Summary</b>

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

**SECTION – 1**

**TENDER NOTICE**

Sealed item rate tenders under two bid systems are invited on behalf of:

**The Deputy Zonal Head  
UCO Bank, Zonal Office, Suri  
Near Circuit House, Dist-Birbhum (W.B.) – 731 101**

For the following work;

a)	Name of the Work	:	Interior & Electrical works of Existing <b>UCO Bank &amp; ATM AT RAGHUNATHGANJ BRANCH, MURSHIDABAD</b>
b)	Location of Work	:	VILL-JANGIPARA, SAHEBPUR BAZAR (1ST FLOOR), P.S.-RAGHUNATHGANJ, MURSHIDABAD, WEST BENGAL, PIN-742213,
c)	Time of Completion	:	<b>: 15 days (Fifteen days)</b>
d)	Earnest Money	:	<b>Rs 20,000.00/- (Rupees Twenty Thousand only)</b> to be deposited In the form of Bank Draft / Pay order drawn in favor of UCO BANK payable at SURI. [Without Earnest Money in proper form Tender will be rejected]
e)	Cost of Tender document	:	Rs .750 /-(Rupees Seven Hundred Fifty only) in cash which is not refundable.
f)	Availability of Tender Documents	:	UCO Bank, Zonal Office Suri, Near Circuit House, Dist-Birbhum (W.B.) – 731 101 and on <b>payment in cash during working hours from 10 am up to 5 pm from 24-11-2017 to 08-12-2017</b> (Except Sunday & Bank Holidays)
g)	Submission of tenders to	:	UCO Bank, Zonal Office Suri, Near Circuit House, Dist-Birbhum (W.B.) – 731 101 and <b>Within 11.00 am on 09-12-2017..</b>
h)	Opening of Tender	:	<b>At 12:30.pm. On 09-12-2017 at the</b> UCO Bank, Zonal Office, Suri Near Circuit House, Dist-Birbhum (W.B.) – 731 101

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

i)	Mode of submission of Tender	:	<p>The tender shall be submitted in accordance to the procedure detailed herein. Specified documents shall be sealed in envelope of appropriate size, each of which shall be sealed.</p> <p><b>i) Envelope marked No.1:</b> Envelope marked no 1 shall contain earnest money deposit, pre- qualification forms, conditions of contract and technical specifications with covering letter furnished in the specified form.</p> <p><b>ii) Envelope marked No.2 :</b> Envelope marked no.2 shall contain the price bid and approved make of materials</p> <p><b>iii) no 3:</b> Envelope marked no1&amp;2 shall be put in a large envelope of adequate size marked no 3 which shall be properly sealed. This envelope, which shall be endorsed on the outside face.</p> <p><b>“Tender for Interior &amp; Electrical works for UCO BANK &amp; ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD</b></p>
j)	Clarification, if any to be Obtained from:	:	<p>Obtained from :</p> <p><b>ARCHI SPACE CONSULTANT</b> 45B, BAGHJATIN PLACE ‘AMELIA APPT.’ – GR.FLOOR KOLKATA-86 <b>Contact : 9830006396, 033-2425-0125</b></p>
K)	Defect Liability Period:	:	<b>12 months from the date of virtual completion of work.</b>
l)	Validity of tenders:	:	<b>Three calendar months from the date of submission of tender.</b>
m)	Sales Tax, Work Contract Tax or any other tax on materials or on finished work in respect of this contract whether in vogue or likely to be imposed in future, shall be payable by the Contractor and the Employer will not entertain any claim whatsoever in this respect at any time. Rates should include all these taxes ----- Etc.		
n)	All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected. Conditional tenders will be summarily rejected.		
o)	Delays in submission of any part arising out of the postal or any other irregularities at any stage will not be considered. The Bank will not be responsible for damage in transit incase of postal delivery/ courier service delivery.		
p)	The employer does not bind it to accept the lowest tender and reserves to itself the right to reject any or all the tenders received without assigning any reason/s thereof. The notification of award of contract will be made to the successful tendered in writing by the Bank.		

Yours faithfully

**For and behalf of UCO BANK .  
The Deputy Zonal Head  
UCO Bank, Zonal Office, Suri  
Near Circuit House, Dist-Birbhum (W.B.) – 731 101**

**SECTION – II**

**GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS.**

Tenders are invited on behalf of **UCO BANK, SURI ZONAL OFFICE**, for Interior, & Electrical works at **UCO Bank & ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD**. Contract document consisting of the plans, specifications, bill of quantities and drawings of various classes of work to be performed and set of conditions of contract to be complied with can be purchased from the office of **UCO Bank, Zonal Office, Suri, Near Circuit House, Dist Birbhum, (W.B.) – 731 101** on stipulated dates between the hrs.10.30 to 6.00 except Sundays and other bank holidays.

1. It is proposed that the intending tenderers may contact at the office of the Architects of **ARCHI SPACE CONSULTANT, 45B, Baghjatn Place, ‘Amelia Appt.’ – Gr. Floor, Kolkata - 700086**. The site of the work is available. The intending tenderer shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the work, facilities of the work, facilities of transport condition, effective labour and materials, access and storage for materials and removal of rubbish etc.
2. As the entire work is to be completed in all respects within the stipulated period of **15days** and to achieve the target date of entire completion if be required /essential, the work for day and night shifts have to be carried out by the tenderer/contractor, for that at no extra cost, charges shall be paid to the contractor by the employer. While quoting rates, in addition to above, whether mentioned or not the rate shall always include the charges for day to day removal of debris/spoils from site in conformity with the local Municipal rules. Bank's normal work shall not be jeopardized in any way for undertaking the work. Contractor shall include in his quoted rate for supplying the plastic sheets/tarpaulin to cover Banks materials as protection against getting damaged either due to dust or water while executing the work. Tenders in only printed forms issued by the consultants should be placed in sealed covers addressed to. The tenderers should quote in figures as well as in words the rates, and amount. . The language for filling tender documents shall be in English. The amount for each item should be marked out and requisite total given. The initials of the tenderers with the seal of the firm shall attest all corrections. In case any discrepancy /difference is found on checking between rates quoted by the contractor in words and figures or in the amount worked out by him, the following procedure shall be followed:
3.
  - A. When there is a difference between the rates in figures and in words, the rate, which corresponds to, the amounts worked out by the contractor, shall be taken as correct.
  - B. When the contractor does not work out the amount of any item or it does not correspond with the rate written either in figures or in words, then the rate quoted by the contractors in words shall be taken as correct.
  - C. When the rate quoted by the contractor in figures and in words tallies but the amount is not worked out correctly rate quoted by the contractor shall be taken as correct and not the amount
  - D. Amendments as mentioned above shall be based on the tender marked original only.

4. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only. In such away that interpolation is not possible. Amount should be written in figures. In case of figures the words “RS”. Should be written before the figures of rupees and words paise after the decimal figures, e.g. Rs 2.15 and in case of words, the word “Rupees” should precede and the word “Paise” 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 not be written in the next line.
5. The acceptance of a tender will rest with **UCO Bank, Zonal Office, Suri, Near Circuit House, Dist – Birbhum (W.B.) – 731 101** which does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all the tenders received without assignment of any reason. All tenders in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected. The bank reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other conditions if his tender is accepted in parts.
6. Canvassing in connection with tenders is strictly prohibited and tenders submitted by the contractors who resort to canvassing will be liable to rejection.
7. An item rate tender containing percentage below /above will be summarily rejected. However, when a tenderer voluntarily offers a rebate for payment within a stipulated period, this may be considered.
8. On acceptance of the tender, the name of the accredited representative(s) of the Contractor who would be responsible for taking instructions from the Employer Consultant shall be communicated to the Employer / Consultant.
9. Sales Tax, Work Contract Tax or any other tax on materials or on finished work in respect of this contract whether in vogue or likely to be imposed in future, shall be payable by the Contractor and the Employer will not entertain any claim whatsoever in this respect at any time. Rates should include all these taxes ----- Etc.
10. No employee of the Employer is allowed to work as a Contractor for a period of two years of his retirement from Employer services, without the previous permission of the Employer. This contract is liable to be canceled if either the Contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Employer /Consultant as aforesaid before submission of the tender or engagement in the Contractor’s service.
11. The tender for work shall remain open for acceptance for a period of **3 months** from the date of opening tenders. If any tenderer withdraws his tender before the said period, then the employer shall be at liberty to forfeit the earnest money paid along with the tender.

12. 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.
13. It will be obligatory on the part of the tenderer to tender and sign the tender in all pages documents.
14. The Earnest money deposit 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 letter of award.
15. The Earnest money deposit of unsuccessful bidders will be refunded to them WITHOUT ANY INTEREST within 3 weeks from the date of award of work to the successful bidder.
16. A certificate of completion shall accompany the final bill from the consultant. Payment of final bill shall be made after deduction of retention money as specified which sum will be refunded in the manner as stated conditions .In acceptance of payments of the final bill by the contractor would indicate that he will have no further claim in respect of the work executed.
17. **CLEARING SITE ON COMPLETION**  
On completion of the work the contractor shall clear away and remove from the site all constructional plant, surplus materials, rubbish and temporary work of every kind and leave the whole of the site and the work clean and in workmanlike conditions to the satisfaction of the employer /consultant.
18. **TERMS OF PAYMENT**
  - a) 85% can be claimed in phases in the form of two (2) running bills of the value of work
  - b) 10% to be released after entire work is completed and handed over to the satisfaction and certification of the consultant.
  - c) 5% to be released after the defect liability period of 12 months, without any interest.
19. **IDLE LABOUR**  
Whatever the reasons may be no claim for idle labour; additional establishment cost of hire and labour charges of tools and plants would be entertained under any circumstances.
20. **LIQUIDATED DAMAGE**  
The delivery and installation should be adhered to as stipulated time, failing which; liquidated damages @ 0.5% per week or part thereof subject to maximum of 10 % of the total order value shall be levied.



**21. TERMINATION OF CONTRACT BY EMPLOYER**

If the contractor being a company go into liquidation whether voluntary or compulsory or being a firm shall be dissolved or being an individual shall be adjudicated insolvent or shall make an assignment or a composition for the benefit of the greater part, in number of amount of his creditors or shall enter into a deed or arrangement with his creditors, or if the Official Assignee in insolvency, or the Receiver of the Contractor in insolvency, shall repudiate the contract or, if a receiver of the contractor's firm appointed by the court shall be unable, within fourteen days after notice to him requiring him to do so, to show to the reasonable satisfaction of the Employer that he is able to carry out and fulfill the contract, and if so required by the Employer to give reasonable security there for, or if the Contractor shall suffer execution to be issued, or shall suffer any payment under this contract to be attached by or on behalf of and of the creditors of the Contractor, or shall assign, charge or encumber this contract or any payments due or which may become due to the contractor, there under or shall neglect or fail to observe and perform all or any of the acts matters of things by this contract, to be observed and performed by the contractor within three clear days after the notice shall have been given to the contractor observe or perform the same or shall use improper materials or workmanship in carrying on the work or shall in the opinion of the employer not exercise such due diligence and make such due progress as would enable the work to be completed within due time agreed upon and shall fail to proceed to the satisfaction of the employer after three clear days notice requiring the contractor so to do shall have been given to the contractor as hereinafter mentioned or shall abandon the contract, then and in any of the said cases, the employer may not withstanding previous waiver determine the contract by the notice in writing to the effect as hereinafter mentioned but without thereby affecting the powers of the employer of the obligations and liabilities of the contractor the whole of which shall continue in force as fully as if the contract had not been so determined as if the work subsequently executed had been executed by or on behalf of the contractor.\_

**IF THE CONTRACT HAS BEEN TERMINATED THE EMPLOYER RESERVES THE RIGHT  
TO RECTIFY THE ITEMS AND COMPLETE THE JOB IN THE RISK AND COST OF THE  
TERMINATED VENDOR BY ANY OTHER APPROVED VENDOR.**

**SECTION –III**

**FORM OF TENDER**

**To**  
**The Deputy Zonal Head**  
**UCO Bank, Zonal Office, Suri**  
**Near Circuit House, Dist - Birbhum (W.B.) – 731 101**

Sir,

Re: Interior Furnishing & Electrical work for the **UCO BANK & ATM – RAGHUNATHGANJ  
BRANCH, MURSHIDABAD**

1. I/we refer to the tender notice issued by your consultants – **ARCHI SPACE CONSULTANT, 45B, Baghjatin Place, ‘Amelia Appt.’ – Gr. Floor, Kolkata – 700086** on your behalf for Interior & Electrical work in connection with the above.
2. I/We do hereby offer to perform, provide, execute, complete and maintain the work in conformity with drawings, conditions of contract specifications, **bill of quantities for the sum of RS.....** at the respective rates quoted in the schedule of quantities.
3. I/We have satisfied myself/ourselves as to the site conditions, examined the drawings and all aspects of the site 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 hereto  
  
B: Complete the work within **15 days**, as stipulated in two or three shifts if considered necessary by the consultants at no extra cost to the Employer.
4. I/We have deposited earnest money **of RS. ....** In the form of Crossed Demand draft / pay order /Banker’s Cheque which, I/We note, will not bear any interest and is subject to forfeiture solely at Bank’s discretion:
  - i. If the work is not commenced by me/us within 7(seven) days from the date of issue of formal work order
  - Or
  - ii. If the offer is withdrawn within the validity period of acceptance.
  - iii. If the contract is not executed within 90 days from award of contract.
5. I/We understand that you are not bound to accept the lowest or any tender you receive.

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

6. The acceptance of this tender shall constitute a binding of any contract and any failure as mentioned in item 4. Above shall constitute a breach of contract by us and the tender accepting authority shall be entitled to have the work executed at our risk and to claim extra cost \ expenditure incurred by them from us.

7. Our Bankers

i)

ii)

iii)

8. Name of partners / directors of our firm :

I.

II.

III.

IV.

Yours Faithfully

**Signature**.....

**Name** .....

**Designation**.....

**SECTION –IV  
ARTICLES OF AGREEMENT**

Articles of agreement made the ..... Day of ..... Between the **UCO Bank, Zonal Office, Suri, Near Circuit House, Dist –Birbhum (W.B.) – 731 101** (Hereinafter called the employer) which expression should include its successors and assignee of the one part and ..... (Hereinafter called the contractor) of the other part. Which expression should include its successor and assignee where as the employer is desirous of executing the Interior & Electrical works at **UCO Bank & ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD** and has caused drawings and specifications describing the work to be prepared by **ARCHI SPACE CONSULTANT, 45B, Baghjatin Place, ‘Amelia Appt.’ – Gr. Floor, Kolkata – 700086** (hereinafter called the consultants) and whereas the said drawings the Technical specifications and the schedule of items and quantities have been signed by and on behalf of the parties hereto. And whereas the contractor has agreed to execute upon and subject to the conditions set forth herein and schedule of items and quantities, General conditions of contract, special conditions including other conditions etc. technical specifications and all correspondences exchanged by or between the parties from the date of tender notice decision of negotiations meetings, if any, till the award of work, both letters inclusive, (all of which are collectively hereinafter referred to as the said conditions) the work shown upon the drawings 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 as therein 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 in the manner set forth in the said conditions, the contractor shall upon and subject to the said conditions execute and complete the work shown upon the drawings and described in the said specifications and the schedule of items and quantities.
2. The employer shall pay the contractor the said contract amount or such other sum as shall become payable, at the times and in the manner specified in the said conditions.
3. The consultant in the said conditions shall mean the said **ARCHI SPACE CONSULTANT, 45B, Baghjatin Place, ‘Amelia Appt.’ – Gr. Floor, Kolkata – 700086** or in the event of their ceasing to be the consultant for the purpose if this contract for whatever reason such other person or persons as shall be nominated for that purpose by the Employer, provided always that the person subsequently appointed to be consultant under this contract shall be entitled to disregard or overrule any previous decision or approval or direction given or expressed in writing by the consultant for the time being.

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

4. The said conditions and appendices thereto shall be read and considered as forming part of this agreement and the parties here to 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 plan agreement and documents mentioned herein shall form the basis of this contract.
6. This contract is neither a fixed lump sum contract not a piece work in respect of **Interior & Electrical** works at **UCO Bank & ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD** as per the scope described and to be paid for according to actual measured quantities at the rates contained in the schedule of rates probable quantities or as provided in the said conditions.
7. The employer reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
8. Time shall be considered as the essence of this contract and the contractor hereby agrees to commence the work on the day on which he is instructed to take possession of the site, or from the 7th day after the date of issue of formal work order as provided for in the said conditions whichever is later and to complete the entire work within **30 days** subject nevertheless to the provisions for extension of time.
9. All payment by the Employer under this contract will be made only at UCO Bank, Zonal Office, Suri.
10. Any dispute arising under this agreement shall be referred to arbitration in accordance with the stipulation laid down in the general conditions of contract.
11. That the several parts of this contract have been read by the contractor and fully understood by the contractor.
12. This agreement can be terminated by either client on giving **3 months** notice normally however, in exigent circumstance; the services of the contractor can be terminated by giving notice of lesser period.

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands the day and year first above written.

Signed, and delivered by. ----- By the hands of MR-----

(name and designation) it's-----and constituted attorney in the presence of

1. -----

2. -----

Address-

Address-

Witness

Signed and delivered by the hands of MR. ----- Partner of-----

-----in the presence of

1. -----

2. -----

.

Address-

Address

**SECTION –V  
GENERAL CONDITIONS OF CONTRACT**

Except where provided for in the description of the individual items in the schedule of quantities and in the specifications and conditions laid down hereinafter and in the drawings, the work shall be carried out as per standard specifications and under the direction of the employer /consultant.

**1. INTERPRETATION:**

In construing these conditions, the specifications the schedule of quantities tender and Agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires.

**2. EMPLOYER:**

The term employer shall denote **UCO Bank, Zonal Office, Suri, Near Circuit House, Dist –Birbhum (W.B.) – 731 101** or any of its employees representative authorized on their behalf.

**3. CONSULTANT:**

The term consultant shall mean **ARCHI SPACE CONSULTANT, 45B, Baghjatn Place, ‘Amelia Appt.’ – Gr. Floor, Kolkata – 700086** or in the event of their ceasing to be consultant for the purpose of this contract such other persons /as the employer shall nominate for the purpose.

**4. CONTRACTOR:**

The term contractor shall mean the individual or firm or company whether incorporated or not, undertaking the work and shall include legal representative of such individual of such firm or company or successors of such firm or company as the case may be m and permitted assigns of such individual of firm or company.

**5. SITE:**

The site shall mean the site where the work is to be executed at **UCO BANK & ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD.**

**6. DRAWINGS:**

The work is to be carried out in accordance with drawings, specification, the schedule of quantities and any further drawings, which may be supplied, or any other instructions, which may be given by the employer consultant during the execution of the work. All drawings relating to work given to the contractor together with a copy of specification and schedule of quantities are to be kept at site and the employer /consultant shall be given access to such drawings or schedule of quantities wherever necessary.

In case any detailed drawings are necessary contractor shall prepare such detailed drawings and or dimensions sketches there for and have it confirmed by the employer consultant prior to taking up such work. The contractor shall ask in writing for all clarifications on matters occurring anywhere in drawings, specifications and schedule of quantities or to additional instructions at least 20 days ahead from the time when it is required for implementation so that the employer /consultant may be able to give decision thereon. The work shall mean the work to be executed or done under this contract.

**1. SCOPE:**

The work consists of Interior, Civil & Electrical works for **UCO BANK & ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD**. In accordance with the drawings, specifications and schedule of items and quantities. It includes furnishing all material, labour, tools and equipment and management necessary for and incidental to the construction and completion of the work. All work during its progress and upon completion, shall conform to the lines, elevations and grades as shown on the drawings furnished by the employer /consultant and to furnish by the employer/consultant. Should any detail essential for efficient completion of the work be omitted from the drawings and specification it shall be the responsibility of the contractor to inform the employer /consultants concurrence, so that upon completion of the proposed work the same will be acceptable and ready for use.

Employer/consultant may in their absolute discretion issue further drawings and or written instructions, details, directions and explanations which are here after collectively referred to as the employer /consultants instructions in regard to:

A: The variation on modification of the design, quality or quantity of work or the addition or omission or substitution of any work:

B: Any discrepancy in the drawings or between the schedule of quantities and or drawings and or specification.

C: The removal from the site of any defective material brought thereon by the contractor and the substitution of any other material thereof.

D: The demolition removal and /or rejection of any work executed by the contractor /s

E: The dismissal from the work of any persons employed thereupon.

F: The opening up for inspection of any work covered up.

G: The rectification and making good of any defects under clauses hereinafter mentioned and those arising during the maintenance period (retention period)

The contractor shall forthwith comply with and duly execute any work comprised in such employer/consultants instructions provided always that verbal instruction direction and explanations given to the contractor or his representative upon the work by the employer/consultant shall if involving a variation be confirmed in writing to the contractor within seven days. No work for which rates are not specifically mentioned in the priced Schedule of quantities shall be taken up without written permission of the employer/consultant. The employer in consultation with the consultant shall fix rates of items not mentioned in the priced schedule of quantities.



## **2. DETAILED DRAWINGS AND INSTRUCTIONS**

The employer through its consultant shall furnish with reasonable promptness additional instructions by means of drawings or otherwise necessary for the proper execution of the work. All such drawings and instructions shall be consistent with the contract documents true developments thereof and reasonably inferable there from.

The work shall be executed in conformity therewith and the contractor shall not work without proper drawings and instructions.

Immediately after receipt of the work order of the contract the contractor shall prepare a program schedule and submit the same to the employer through the consultant for approval which shall indicate the dates for the starting and completion of the various activities at the stages of construction.

## **3. COPIES FURNISHED**

The contractor on the signing hereof shall be furnished by the employer through its consultant free of charge with a copy of the priced schedule of quantities rates, two copies of each of the said drawings and one copy of specifications and two copies of all further drawings issued during the progress of the work. Any further copies of such drawings required by the contractor shall be supplied on payment of the charges thereof by the contractor.

## **4. OWNERSHIP OF DRAWINGS**

All drawing specification and copies thereof furnished by the employer through its consultants are the property of the employer. They are not to be used on other work, and with the execution of the signed contract set are to be returned to the employer on request at the completion of the work.

## **5. FAILURE BY CONTRACTORS TO COMPLY WITH EMPLOYERS / CONSULTANTS INSTRUCTION**

If the contractor after receipt of written notice from the employer and or the consultant requiring compliance within ten days fails to comply with such further drawings and or employer /consultant instructions, the employer through the consultant or other persons, may employ other persons to execute any such work whatsoever that may be necessary to give effect thereto and pay all cost incurred in connection therewith and same shall be recoverable from the contractor by the employer on the certificate of the consultant as a debt or shall have right to deduct same form any money due or to become due to the contractor.

## **6. TENDERER SHALL VISIT THE SITE**

Intending tendered shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the work, facilities of transport condition, effective labor and materials, access and storage for materials and removal of rubbish. The tenderer shall provide in their tender for cost carriage, freight and other charges including all taxes etc. as also for any special difficulties and including all taxes etc as also for any special difficulties and including police restriction for transport etc for proper execution of work as indicated in the drawings. The successful tenderer will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site condition which existed before the commencement of the work or which in the opinion of the employer /consultant might be deemed to have reasonably been inferred to be so existing before commencement of work.

## **7. TENDERS**

The entire set of tender paper issued to the tenderer should be submitted fully priced and also signed on the last page together with initials on every page. Initial/signature will indicate the acceptance of the tender papers by the tenderer.

The schedule of quantities shall be filled in as follows:

1. The Rate column to be legibly filled in ink in both English figures and English words.
2. Amount column to be filled in for each item and the amount for each subhead as detailed in the schedule of quantities.
3. All corrections overwriting are to be initialed with the seal of the firm.
4. In case of any errors/omissions in the quoted rates, the rates given in the tender.

No modification writing or corrections can be made in the tender papers by tenderer.

The employer reserves the right to reject the lowest or any tender and also to discharge any or all of the tenders for each section or to split up each and every item should be correct, workable and self-supporting. If called upon by the employer consultant detailed analysis of any or all the rates shall be submitted. The employer/consultant shall not be bound to recognize the contractor analysis.

The work will be paid for as measured work on the basis of actual work done and not as lump sum contract.

All items of work described in the schedule of quantities are to be deemed and paid as complete work in all respects and details including preparatory and finishing work involved, directly, related to and reasonably detectable from the drawings specification and schedule of quantities and no further extra charges will be allowed in this connection. In the case of lum-sum charges in the tender in respect of any item or work, the payment of such time of work will be made for the actual work done the basis of lum-sum charges as will be assessed to be payable by the employer consultant.

The employer has power to add to omit from any work as shown in drawings or described in specifications or included in schedule of quantities and intimate the same in writing but no addition, omission or variation shall be made by the contractor without authorization from the employer no variation shall vitiate the contract.

## **8. AGREEMENT**

The successful contractor shall sign the agreement as per draft agreement within 15 days from the date of issue of formal work order and he shall pay for all stamps and legal expenses, incidental thereto. However the written acceptance of the tender by the employer /consultant on behalf of employer will constitute a binding contract between the employer and the person so tendering whether such formal agreement is or is not subsequently executed.

## **9. ROYALTIES & PATENTS**

The contractor shall pay all royalties and license fees. He shall defend all suits or claims for infringement of any patent rights and shall save the employer harmless from loss on account thereof.

#### **10. PERMITS AND LICENCES**

Permits and licenses for release of materials which are under government control will be arranged by the contractor. The employer will render necessary assistance, sign any forms or applications that may be necessary.

#### **11. GOVERNMENT AND LOCAL RULES**

The contractor shall confirm to the provisions of all local to the provisions of all local bye-laws and acts relating to the work and to the regulations etc. of the government and local authorities and of any company with whose system the structure is proposed to be connected. The contractor shall give all notices required by the said act, rules, regulations and bye laws etc and pay all fees payable to such authority for execution of the work involved. The cost, if any shall be deemed to have been included in his quoted rates, taking into account all liabilities for licenses, fees for footpath encroachment and restorations etc. and shall indemnify the employer against such liabilities and shall defend all actions arising from such claims or liabilities.

#### **12. TAXES AND DUTIES**

The tenderers must include in their tender prices quoted for all duties, royalties, excise, sales tax, work contract tax or any other taxes or local charges if applicable. No extra claim on this account will in any case be entertained.

#### **13. QUANTITY OF WORK TO BE EXECUTED**

The quantities shown in the schedule of quantities are intended to cover the entire new structure indicated in the drawings but the employer reserves the right to execute only a part or the whole or any excess thereof without assigning any reason therefore. If at any after the commencement of the work, the employer consultant shall for any reason whatsoever not require the whole work thereof as specified in the tender to be carried out the consultant employer shall give notice in writing of the fact to the contractor who shall have no claim to any payment for compensation whatsoever on account of any profit or advantage with which he might have derived from the execution of the work in full, but which he did not derive in consequence of the full amount of the work not having been carried out, neither shall he have any claim for compensation by reason of any alterations having been made in the original specification, drawings, designs and instructions which shall involve any curtailment of the work as originally contemplated.

#### **14. EARNEST MONEY /SECURITY DEPOSIT & RETENTION MONEY**

The tenderer will have to deposit an amount of **Rs 20000.00/-** in the form of crossed demand Bank Draft/Pay Order/Banker's cheque drawn in favor of UCO payable at Suri from any nationalized Bank at the time of submission of tender as an earnest money. The employer is not liable to pay any interest on the earnest money. The earnest money of the unsuccessful tenderers will be refunded without any interest 21 days after the decision to award the work is taken or after the expiry of the validity period of the tender, whichever is earlier.

Retention money will be deducted from interim bills @ 5 % of the accepted value of the tender. This retention money shall be refunded to the successful contractor without any interest 14 days after successful completion of the defects liability period of 12 months provided the contractor has satisfactorily carried out all the work and attended to all defects in accordance with the condition of the contract. In case the contractor fails to do so appropriate amount shall be deducted by the Bank from retention money.

**15. CONTRACTOR TO PROVIDE EVERYTHING NECESSARY:**

The contractor shall provide everything necessary for the proper execution of the work according to the intent and meaning 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 there from and if the contractor finds any discrepancies therein the shall immediately and in writing refer the same to the employer /consultant whose decision shall be final and binding. The contractor shall provide himself for ground and fresh water for carrying out the work at his own cost. The employer shall on no account be responsible for the expenses incurred by the contractor for hired ground of fresh water obtained from elsewhere. The rates quoted against individual items will be inclusive of everything necessary to Complete the said items of work within the contemplation of the contract, and beyond the unit price no extra payment will be allowed for incidental or contingent work, Labour and /or materials inclusive of all tax and duties whatsoever except for specific items, if any stipulated in the tender documents.

The contractor shall supply fix and maintain at his own cost for the execution of any work all tools tackles machinery's and equipment's and all the necessary centering, scaffolding, staging, planking, timbering, strutting, shoring, pumping, fencing, boarding, watching and lighting by night as well as by day required not only for the proper execution and protection of the public and safety of any adjacent roads, streets, walls houses buildings all other erections matters and things and the contractor shall take down and remove any or all such centering ,scaffolding, planking ,timbering etc shall be required or when so to do and shall fully reinstate and make good all matters and things disturbed during the execution of work to the satisfaction of the employer/consultant.

**16. TIME OF COMPLETION, EXTENSION OF TIME AND PROGRESS CHART**

**A. TIME OF COMPLETION:**

The entire work is to be completed in all respects within the stipulated period of **15** days, from the date of issue of formal work order. Time is the essence of the contract and shall be strictly adhered to by the contractor.

The work shall not be considered as complete until the employer consultant have certified in writing that this has been completed and the defects liability period shall commence from the date of such certificate.

**B. PROGRAMME CHART TO BE PROVIDED**

During the period of construction the contractor shall maintain proportionate progress on the basis of the program chart submitted by the contractor immediately before commencement of work and agreed to by the employer consultant.

**17. CLEARING SITE AND SETTING OUT WORK**

The site shown on the plan shall be cleared of all obstruction, loose stone and materials rubbish of all kinds.

**18. MATERIALS WORKMENSHP, SAMPLES, TESTING OF MATERIALS**

All the materials specified to be maintained and the contractor shall have to carry out tests on materials and workmanship in approved materials testing laboratories or as prescribed by the employer.

**19. REMOVAL OF IMPROPER WORK**

The employer consultant 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 to times as may be specified in the order of any materials which in the opinion of the employer consultant are not in accordance with specifications or instruction .In case the contractor refuses to comply with the order the employer consultant shall have the power to employ and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereto as certified by the employer consultant shall be borne by the contractor or may be deducted from any money due to or that may become due to the contractor .No certificate, which may be given by the consultant, shall relieve the contractor from his liability in respect or unsound work or bad materials.

**20. MEASUREMENT**

The consultant shall 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 qualified agent to assist the consultant or the consultants representative/employers representatives in taking such measurements and calculations and to furnish all particulars or to give all assistance required by either of them.

**21. ACTION WHERE NO SPECIFICATION**

In the case of any class of work for which there is no such specification in technical specification, such work shall be carried out in accordance with the I.S. specification and in the event of there being no I.S. specification, then in such case the work shall carried out in all respect in accordance with the instructions and requirements of the consultant /employer.

**22. CONTRACTOR NOT TO DEPOSIT MATERIALS IN A MANNER THAT MAY CAUSE INCONVENIENCE TO THE PUBLIC.**

The contractor (s) shall not deposit materials on any site, which will seriously cause inconvenience to the public. The Consultant may require the contractor to remove any materials, which are considered by him to be a danger or inconvenience to the public or cause them to be removed at the contractor's cost.

**23. PAYMENTS**

- a) All bills shall be prepared by the Contractor in the form prescribed by the Employer/Consultant, format enclosed. In the bill it has to be shown deductions for all previous payments, retention money, etc. Advance / adhoc payment for work actually executed will not be normally made. However, adhoc payment may be made at the discretion of Consultant /Employer in case of exigency.
- b) The Consultant /Employer shall issue a certificate after due scrutiny of the Contractor's bill stating the amount due to the Contractor from the Employer and the contractor shall be entitled to payment thereof, by the Employer.

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

24. The contractor shall work in close co ordination with other agencies to avoid rework/damage and ensure timely completion.
25. Any damage to the work before the building is handed over is to be replaced or made good at contractor expense to the entire satisfaction of the consultant.
26. The quantities indicated are subject to change .The payment of the bill will be made as per actual measurement at site and will be certified by the Consultant and cleared by the employer.
27. The tender shall sign each and every page of the tender documents including the drawings attached hereto.
28. The consultant shall have power to insist to the contractor to submit the sample /color/ test certificate from any Govt. Authorized agent of any materials to be used in the work, where the expenditure is to be borne by the contractor.
29. 5 % of the total value of work will be retained as retention money from Contractor's bills which shall be released without any interest after the defect liability period of six months provided the contractor has satisfactorily attended to all defects if any, in this period.
30. In case of any dispute the matter will be referred to the Dy. General Manager, Head Office, Suri for an arbitration, whose decision shall be final and binding on both parties.
31. For litigation if any arising thereof, the competent court at Bombay alone will have jurisdiction.

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

**SECTION VI  
SPECIAL TERMS AND CONDITIONS**

1. Name of the work :	Interior & Electrical works for <b>UCO BANK &amp; ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD.</b>
2. Location:	VILL-JANGIPARA, SAHEBPUR BAZAR (1ST FLOOR), P.S.-RAGHUNATHGANJ, MURSHIDABAD, WEST BENGAL, PIN-742213,
3. Scope of Work :	As in 1 & 2 above and as further detailed in Instruction to Tender
4. Date of Commencement :	Within 3(Three) days from issue of work order.
5. Defect liability period :	12 (Twelve) months from the date of completion Certificate Issued by the consultant/employee
6. Earnest Money :	Rs20000.00 /-
7. Initial security deposit :	a) the amount of initial security deposit shall be 2% of the accepted value of the tender including the earnest money deposit. b) The initial security deposit is to be paid by the Contractor to the bank within 14 days of Intimation to him of the acceptance of tender.
8. Limit of variation :	No extra /additional work should be carried out by the contractors without prior consent approval .Any sample to be made shall be At your cost for approval.
9. Validity of the tender :	3 (Three) months after opening the tender
10. Insurance :	Successful contractors shall have to take out statutory labour laws, workmen compensation Act, Insurance policy/Comprehensive Insurance policy for the duration of the work covering all aspects such as fire hazards, earthquake, third party risk etc. They should submit receipt of premium paid to the UCO BANK, Suri Zonal Office Prior to commencement of the work.

11. Completion time and Liquidated Damage :	The entire job will be completed within <b>15days (Fifteen days)</b> from the date of the work order. In the event of your failure to complete the work In all respects including site clearance and Reinstatement of damaged proportion within The stipulated time. Liquidated damage @ 0.50% per week of delay or part thereof shall be levied subject to a maximum of 5% of the total order value.
12. Return of EMD to unsuccessful Bidders :	The Earnest money deposit of unsuccessful bidders will be refunded to them WITHOUT ANY INTEREST within 21days from the date of award of work to the successful bidder.
13. Force Majeure:	Any delay in or failure of the performance of either part hereto shall not constitute Default hereunder or give rise to any Damage, if any, to the extent such delay Or failure of performance is caused by occurrences such as Acts of god or an Enemy, expropriation or confiscation of facilities by Government authorities, Acts of war, rebellion, sabotage or fires, Floods, explosions, riots or strikes. The contractor shall keep records of the Circumstances referred to above and bring These to the notice of the Engineer-in-Charge / site – In charge in writing Immediately on such occurrences. The Amount of time, if any, lost on any of These Counts shall not be counted for the contract Period. One decision of the owner arrived. At after consultation with the contractor, shall be final and binding. Such a determined period of time shall extended by the owner to enable the contractor to complete the job within such extended period of time. If the contractor is prevented or delayed from performing any of his obligations under This agreement by force majeure, the contractor shall owner the circumstance constituting the force majeure and the obligations, performance of which is thereby delayed or prevented, within seven days of the occurrence of the events.



**CERTIFICATE**

1. The Measurement on the basis of which the above entries for the running bill  
no.....were made have been taken jointly on.....  
.....and are recorded at pages .....  
to .....of measurement book no.....
2. The work recorded in the above mentioned measurement has been done at the site satisfactorily as per  
tender drawings, conditions and specifications.

Signature of the contractor  
consultant

Signature of the

Signature of the Employer

Date:

Date:

Date:

Place:

Place:

Place:

We hereby certify that an amount of RS.....

(Rupees.....) may be paid to M/S

.....against their bill

no.....Dated.....subject to verification of all other previous payments, if any made to  
them on this account, cost of materials supplied to the contractor , if any ,and income tax and any other  
tax deduction as per rule .The Total payment including this should not, however, exceed  
RS.....

**SIGNATURE OF CONSULTANT**

**PROFORMA FOR APPLICATION FOR EXTENSION OF THE TIME PERIOD**

1. Name of the contractor:
2. Name of the work as given  
In the agreement:
3. Agreement No:
4. Estimated tender amount:
5. Date of commencement of work  
As per agreement:
6. Period for which extension of time  
Has been given previously:

Extension vide consultant's  
Employer's letter

No	Dated	Month	Days
----	-------	-------	------

A)

B)

C)

7. Period for which extension is applied  
Is applied for:
8. Hindrances on account of which  
Extension is applied for with dates on  
Which hindrances occurred and the  
Period for which these are likely to last:

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

- a) Serial No.
- b) Nature of hindrance :
- c) Date of occurrence :
- d) Period for which it is likely  
To last :
- e) Period for which extension  
Required for this particular  
Hindrance :
- f) Net extension applied for :
- g) Remarks if any :
9. Extension of time required  
For extra work :
10. Extension of time required  
For extra work :
11. Details of extra work and  
The Amount involved :
12. Proportionate period of  
Extension of time on estimated  
Amount put to tender :
13. Total extension of time required for 11 & 12 :  
Submitted to the consultant / employer

.....

Date.....

Signature of the contractor  
DATE:

**CONTRACTORS ARE REQUESTED TO VISIT  
THE SITE AND COLLECT ALL OTHER  
NECESSARY DETAIL DRAWINGS FROM  
THE CONSULTANTS OFFICE BEFORE  
QUOTING.**

**FOR ANY CONFUSION IN THE DRAWING  
AND SPECIFICATION PLEASE CLARIFY  
WITH THE CONSULTANT BEFORE THE  
TENDER OPEN.**

**NO EXTRA WILL BE PAID TO COMPLETE ONE  
SINGLE ITEM MENTIONED IN THE TENDER**

**B.O.Q. FOR ELECTRICAL WORKS OF PROPOSED BANK & ATM  
AT RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**OWNER : UCO BANK**

**ZONAL OFFICE -UCO Bank, Suri  
Near Circuit House, Dist-Birbhum (W.B.) – 731 101**

**BRANCH ADDRESS :**

**VILL-JANGIPARA, SAHEBPUR BAZAR (1ST FLOOR),  
P.S.-RAGHUNATHGANJ, MURSHIDABAD,  
WEST BENGAL, PIN-742213,**

**CONSULTING ARCHITECT - ARCHI SPACE CONSULTANT**

**ADDRESS : 45B, "AMELIA APARTMENT", GROUND FLOOR ,  
BINNAGAR, NEAR BAGHAJATIN STATION,  
KOLKATA - 700086**

**CONTACT - 9830006396, 033-2425-0125**

**DATE : 11.08.17**

ELECTRICAL WORK OF BANK B.O.Q. - RAGHUNATHGANJ BRANCH.					
SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
All installations shall comply with the requirements of the Indian Electricity Rules, 1956, as amended from time to time and as per relevant clauses of National Electrical Code, 1985. Installations shall conform in all respects to Indian Standard Code of Practice for electrical wiring installation IS. 732-1963 and IS 2274-1963. It shall also be in conformity with the regulations and requirements of the Local Electric Supply Authority. Wherever these specifications call for a higher standard of materials and / or workmanship than those required by any of the above regulations, this specification shall take precedence over the said regulations and workmanship not covered by the above shall confirm to the Indian standards, unless otherwise called for. Equipment shall be given tropical and fungicidal treatment as per IS – 3202					
<b>a.</b>	<b>MAIN PANEL :</b> <b>Supply, Installation, Testing, Erection and commissioning of Distribution Boards, Floor wall mounted including transportation to site of erection, for phase, neutral &amp; earth as required, all complete.</b>				
a.1	Distribution Boards ( All MCbs "C" series) 8 way TPN double door DB with in corner 63 Amps 10 KA TPN MCB Controlling 18 Nos. 10 Amps SPMCBs	1	No.		
a.2	UPS DB : 8 way SPN MCB DB with incomer 25 Amps DP, MCB and outgoing for 6 Nos. Of SP MCB set	1	No.		
a.3	Supply & fixing of 25 Amps SP MCB with Metal Glad Plug and Socket controlled with suitable metal enclosure box set etc.	3	Nos.		
a.4	Supply & Fixing 40 A DP MCB with M/S encloser for UPS incoming & outgoing power supply.	2	Nos.		
a.5	63 A. 4 pole changeover switch (on load type)	1	No.		
a.6	Phase indicating lamp & controls with wiring (15W lamp Red, yellow &	3	Nos.		
a.7	63 A. 4 pole moulded case circuit breaker	2	Nos.		
a.8	Supply & fixing 415 V grade 5 to 20 amp range TPN KWH meter	1	No.		
<b>b.</b>	<b>POINT WIRING :</b> Supply, laying, connection & testing of light, fan point, wiring by 2x1.5mmsq(2x3/.029) + 1x1mmsq PVC insulated copper flexible wire maintaining the colour code as per direction in PVC conduit of 20mm with ISI mark 1.5 pvc wall thk. to conceal in wall partition mending good the damage, complete with pvc circular box, bend to be done as per drawing including 3 point ceiling rose where ever required. GI saddle to be used for fixing, pvc conduit/ flexible pipe may use if required in partition wall. All pvc pipes should be with ISI mark. No joints will be allowed inside pipe. Light, fan & plug point complete with modular type switch plate & MS box. Including the main circuit line 2x2.5mmsq+1x1.5mmsq earth PVC insulated Cu. Wire, maintaining the colour code. Circuit line for lighting switch board ,6 Amps plug board are to be drawn from lighting DB to Lighting board & 6A plug point board, 6/16 Amps plug point line are to be drawn from power DB. 3 Nos lighting board/ 03 Nos.6 Amps plug are to be connected from one circuit & 02 Nos. 6/16 plug to be connected from one circuit (Lighting S.Board height-32" from floor).				
b.1	One Light point to be controlled by a 6A switch	25	Nos.		
b.2	Wall Mounting type fan Point controlled by 6A switch	15	Nos.		
b.3	Exhaust Fan Point controlled by a 6A switch	4	Nos.		
<b>c.</b>	<b>POWER WIRING</b>				
c.1	Supply, Laying of Circuit line 2x2.5mmsq +1x 1mmsq VC insulated copper wire form LDB to 6/16A or 6 Amps Plug point. Also note that 03 Nos 06 amps Plug to be connected from one circuit line	400	R.ft.		
c.2	Providing & fixing <b>Computer Plug Points</b> with 4 Nos. 16 Amp sockets. & 4 Nos. 16 AMP Switch complete with all necessary accessories.	6	Nos.		
c.3	Socket point wiring with 6 amps 5 pin with controlling switch on board	6	Nos.		
<b>d.</b>	<b>UPS WIRING</b>				
d.1	Supply laying of circuit line 2 x 2.5 Sq.mm + 1 x 1.5 Sq.mm MSCC PVC insulated wires drawn in 20 mm dia PVC conduit pipe with ISI mark from UPS DB to computer.	400	R.ft.		
d.2	Supply laying of circuit line 2 x 6 Sq.mm + 1 x 1.5 Sq.mm MSCC PVC insulated wire through suitable size PVC conduit pipe with ISI mark from main DB to UPS incoming power DP controlling MCB	50	R.ft.		
d.3	Supply laying of circuit line 2 x 6 Sq.mm + 1 x 1.5 Sq.mm MSCC PVC insulated wire trough suitable size PVC conduit pipe with ISI mark from UPS power controlling DP MCB to UPS outgoing DB	50	R.ft.		

SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
<b>e.</b>	<b>UPS CLUSTER POINT</b>	<b>8</b>	Nos.		
	Supply fixing of 2x6 Amps 5 pin socket + 1x16 amps 6 pin socket in with controlling switch MS box front plate with inter connection complete each work station				
<b>f.</b>	<b>TELEPHONE WIRING :</b>				
f.1	Telephone Wiring : Supply & laying of 2 pair PVC insulated wire , 0.5 mm down through PVC conduit pipe	<b>100</b>	R.ft.		
f.2	Supply & fixing of telephone outlet RJ-111 socket with suitable mounting box with front plate	<b>2</b>	Nos.		
f.3	Supply & fixing of telephone Junction box 10 pair krone type housed in MS box with Lock & key.	<b>1</b>	No.		
<b>g.</b>	<b>A/C. ELECTRIFICATION :-</b>				
g.1	Supply laying & connection of A/C. line for <b>1.0 TR A/C.</b> window / split with 2x4 + 1x2.5 mmsq through 16 SWG pvc conduit with ISI Mark.	<b>100</b>	R.ft.		
g.2	Supply laying & connection of A/C. line for <b>2TR A/C.</b> window / split with 2x6 + 1x4 mmsq through 16 SWG pvc conduit with ISI Mark.	<b>150</b>	R.ft.		
g.3	Supply, fixing of A/C. 11-18 Amps stator complete with 20 amps socket in modular type box for split / window unit at 4.5 Ft from floor.	<b>2</b>	unit		
g.4	Supply, fixing of A/C. 18-25 Amps stator complete with 20 amps socket in modular type box for split / window unit at 4.5 Ft from floor.	<b>3</b>	unit		
<b>h.</b>	<b>GLOW SIGN BOARD WIRING :-</b>				
h.1	Out door type Glow Sign board wiring :-Supply, laying of main line with 2x2.5 + 1x1.5 mmsq through pvc conduit from main panel to glow sign	<b>50</b>	R.ft.		
h.2	Supply installation of 16 amps DP mcb at main entrance Glow sign board complete with timer & contractor (2NO + 2NC). 24 Hrs in original	<b>1</b>	Set		
<b>i.</b>	<b>ELECTRICAL FIXTURES :</b>				
	Item includes Providing , assembling , fixing , testing & commissioning following fixtures including all accessories , lamps & extension chords as maybe necessary complete.All LED / Fluorescent fixtures (except down lighters) to be hung from the RCC ceiling by 20 KG grade adjustable GI chain & in NON False ceiling area they are to be hung by appropriate down rods.				
i.1	Buzzer or calling of Bajaj / Anchor / National / Homa	<b>2</b>	Nos.		
i.2	Supply & Fixing of 4 ft Long light Fittings T-5.	<b>18</b>	Nos.		
i.3	Supply & Fixing of 2 ft long Light Fittings T-5.	<b>2</b>	Nos.		
i.4	Supply & Fixing 400 mm sweep Wall Mounting Fan	<b>15</b>	Nos.		
i.5	Supply & Fixing of 225 mm (9") dia sweep Exhaust Fan	<b>4</b>	Nos.		
<b>j.</b>	<b>EARTHING STATION :</b>				
	Earthing : Supply, Erection, Testing & Commissioning of 'Ashlok' Pipe earth station and Chemical compound bag, complete with civil works, etc. as per specs in accordance with latest IS-3043. Earthing conductors : Supply & laying of equipment earthing using following sizes of conductors/tapes including all accessories to erect/lay the conductor & as per specifications.				
j.1	50 mm dia 3 mtr long pipe electrode earth station	<b>1</b>	No.		
j.2	25 x 3 mm Copper flat	<b>80</b>	R.ft.		
j.3	8 SWG Copper bare wire	<b>80</b>	R.ft.		
<b>k.</b>	<b>OTHER ITEMS</b>				
k.1	Pump Line Wiring by 2x2.5 + 1x1.0 Sq mm PVC Copper wire and PVC Cassing complete.	<b>1</b>	Job		
k.2	Labour charges for removal of Existing Electric Fittings, fixtures & wiring including scrap removal etc.	<b>1</b>	Job		
	<b>TOTAL ELECTRICAL WORKS</b>				
	<b>IN WORDS :</b>				
	Excluded Items				
1	U.P.S. server and LAN server machine				
2	Any type of A.C. and CCTV Camera				
3	Glow sign board.				

**ELECTRICAL WORK OF ATM B.O.Q. - RAGHUNATHGANJ BRANCH.**

SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
All installations shall comply with the requirements of the Indian Electricity Rules, 1956, as amended from time to time and as per relevant clauses of National Electrical Code, 1985. Installations shall conform in all respects to Indian Standard Code of Practice for electrical wiring installation IS. 732-1963 and IS 2274-1963. It shall also be in conformity with the regulations and requirements of the Local Electric Supply Authority. Wherever these specifications call for a higher standard of materials and / or workmanship than those required by any of the above regulations, this specification shall take precedence over the said regulations and workmanship not covered by the above shall confirm to the Indian standards, unless otherwise called for. Equipment shall be given tropical and fungicidal treatment as per IS – 3202.					
a.	<b>Distribution Boards :</b>				
a.1	UPS input output : 63 AMP / 40 AMP DP MCB box	2	No.		
a.2	ATM : 63 Amps/40 Amps DP MCB in MS enclosure box.	1	No.		
a.3	Supply & fixing 250 V grade 5 to 20 amp range single phase KWH meter in ATM.	1	No.		
a.4	Distribution Boards ( All MCbs "C" series) : Providing and fixing 6 way TPN double door DB for light points with 63 Amps 10KA TPN MCB Controlling 18 Nos. 10 Amps SPMCBs.	1	No.		
b.	<b>POINT WIRING :</b>				
Supply,laying, connection & testing of light, fan point, wiring by 2x1.5mmsq(2x3/.029) + 1x1mmsq PVC insulated copper flexible wire maintaining the colour code as per direction in PVC conduite of 20mm with ISI mark 1.5 pvc wall thk. to conceal in wall partition mending good the damage, complete with pvc circular box, bend to be done as per drawing including 3 point ceiling rose where ever required. GI saddle to be used for fixing, pvc conduite/ flexible pipe may use if required in partition wall. All pvc pipes should be with ISI mark. No joints will be allowed inside pipe.Light, fan & plug point complete with modular type switch plate & MS box . Including the main circuit line 2x2.5mmsq+1x1.5mmsq earth PVC insulated Cu. Wire,maintaining the colour code. Circuit line for lighting switch board ,6Amps plug board are to be drawn from lighting DB to Lighting board & 6A plug point board, 6/16 Amps plug point line are to be drawn from power DB. 3Nos lighting board/ 03 Nos.6Amps plug are to be connected from one circuit & 02 Nos. 6/16 plug to be connected from one circuit (Lighting S.Board height-32" from floor).					
b.1	One light Point controlled by a 16A switch	3	Nos.		
c.	<b>POWER WIRING</b>				
c.1	Socket point wiring with 6 amps 5 pin with controlling switch on board	2	Nos.		
c.2	Providing & fixing <b>Computer Plug Points</b> with 4 Nos. 16 Amp sockets. & 4 Nos. 16 AMP Switch complete with all necessary accessories.	1	No.		
c.3	Supply, Laying of Circuit line 2x2.5mmsq + 1x 1mmsq VC insulated copper wire form LDB to 6/16A or 6Amps Plug point. Also note that 03 Nos 06 amps Plug to be connected from one circuit line	45	R.ft.		
d.	<b>UPS WIRING</b>				
d.1	Supply fixing & connection of UPS circuit line with 2x2.5+1x1.5mmsq through pvc conduite 20mmdia 16 SWG wall thickness, with ISI mark, to lay from UPS MCB DB to plug point board. Two nos separate circuit to be	45	R.ft.		
d.2	Providing & fixing Raw Power Point includes 2x6/16, 6pin socket with 2nos.16A switch to provide behind ATM at 12" ht. from FFL.to be connected from UPS power.	3	Nos.		
e.	<b>A/C. electrification :-</b>				
e.1	Supply laying & connection of A/C. line for <b>1.0 TR A/C.</b> window / split with 2x4 + 1x2.5 mmsq through 16 SWG pvc conduite with ISI Mark.	20	R.ft.		
e.2	Supply, fixing of A/C. 11-18 Amps stator complete with 20 amps socket in modular type box for split / window unit at 4.5 Ft from floor.	1	unit		



SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
<b>f.</b>	<b>ELECTRICAL FIXTURES :</b>				
Item includes Providing , assembling , fixing , testing & commissioning following fixtures including all accessories , lamps & extension chords as maybe necessary complete.All CFL / Fluroscnt fixtures (except down lighters) to be hung from the RCC ceiling by 20 KG grade adjustable GI chain & in NON False ceiling area they are to be hung by appropriate down rods.Work to be done as per drawing and instruction of the architect.(Including material, labour					
f.1	600mm X 600mm 2 x 36 wt LED light.	<b>2</b>	Nos.		
f.2	Supply & Fixing of 4 ft Long light Fittings T-5.	<b>1</b>	Nos.		
<b>g.</b>	<b>Glow Sign board wiring :-</b>				
g.1	Out door type Glow Sign board wiring :-Supply, laying of main line with 2x2.5 +1x1.5 mmsq through pvc conduite from main panel to glow sign	<b>20</b>	R.ft.		
g.2	Supply installation of 16 amps DP mcb at main entrance Glow sign board complete with timer & contractor (2NO + 2NC). 24 Hrs in orginal	<b>1</b>	Set		
<b>h.</b>	<b>EARTHING STATION :</b>				
Earthing : Supply, Erection, Testing & Commissioning of 'Ashlok' Pipe earth station and Chemical compound bag, complete with civil works, etc. as per specs in accordance with latest IS-3043. Earthing conductors : Supply & laying of equipment earthing using following sizes of conductors/tapes including all accessories to erect/lay the conductor & as per specifications.					
h.1	50 mm dia 3 mtr long pipe electrode earth station	<b>1</b>	No.		
h.2	25 x 3 mm Copper flat	<b>25</b>	R.ft.		
h.3	8 SWG Copper bare wire	<b>25</b>	R.ft.		
	<b>TOTAL ELECTRICAL WORKS</b>				
<b>IN WORDS :</b>					
Excluded Items 1 U.P.S. server. and LAN server machine 2 Any type of A.C. and CCTV Camera 3 Glow sign board. 4 Excess Card Pillar.					

**B.O.Q. FOR UCO BANK  
RAGHUNATHGANJ BRANCH, MURSHIDABAD  
ARCHI SPACE CONSULTANT**

**SUMMARY**

SL. NO.	DESCRIPTION	AMOUNT (Rs.)
1	ELECTRICAL WORKS OF BANKING AREA	
2	ELECTRICAL WORKS OF ATM	
	TOTAL (1+2)	

Note:

Cost including all material, labour and Transport charges etc., all complete. The work to be completed as per design, specification and approval of the

## UCO BANK - RAGHUNATHGANJ BRANCH, MURSHIDABAD

### LIST OF APPROVED MATERIALS FOR ELECTRICAL WORK

Sl.No	Items	Approved make
1	MS pipe ISI mark. 16 Swg	BEC / NIC
2	MS fittings.	BEC / NIC
3	Wire PVC insulated copper flexiable wire.	Finolex/Havells/Gerard
4	A.C. stator.	North west / Havells
5	Switch, socket modular plate.	Crabtree(Sapphire)/MDS/Anchore AVE
6	Armoured cable.	Nicco/Glostar/KDK/Havells.
7	Telephone Socket RJ -11.	Crabtree/MDS
8	MCB, DB.	MDS/Havells/L&T Hagger.
9	Telephone cable (0.51mmsq).	Netco/Delton.
10	Light fittings.	Wipro/Philips/Crompton
11	Lugs.	Dowells.
12	Terminals Connector.	ESSEN
13	Exhust fan.	GEC/ EPC.
14	Ceiling Fan/wall mounted fan.	Orient / Crompton / Havells
15	SFU/SPN/TPN S.M. housing /Open execution fronthandle.	Havells/ L&T/ Semeins.
16	Telephone connector.	KORN type.
17	Volt Meter / Amps Meter. 96x96 mm.	AE / L&T.
18	Current transformer.	Kuppa / L&T.
19	Selector switch.	Kaycee.
20	Sliding fuse / DZ fuse.	Bharat Lender/ BCH.
21	PVC tape.	Steel grip/ Anchore.
22	Join Box. 6"x4" MS box Heavey type.	Joiti make.
23	Bearer Call Bell.	Max / Homa.
24	Cable Gland Brass make.	Arun (heavey type).
25	Speaker.	Philips / Bosh.
26	LED incator. 20 dia. (Bright type).	Mikadov / L&T/ MDS.
27	CD palayer.	Philips / Sony.
28	Amplifier	Philips / Sony.
29	Speaker wire.	Finolex.
30	PL /TL lamp.	Philips.
31	PVC flexiable Pipe.	Hunuman.
32	Smoke / heat Detector.	Appolo / Dats.
33	Manual call point.	Minimax/Dats.
34	Security Alam Hooter.	Philips/Dats.
35	PVC Regid pipe. MMS.	Precession / AKG / Pesto
36	All other items not covered above	As per sample approved by

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

## **INVITATION TO TENDER**

**INSTRUCTION TO TENDERERS**

**AND**

**GENERAL CONDITIONS OF CONTRACT**

**FOR**

**DATA CABLING WORKS**

**AT**

**UCO BANK & ATM – RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**NAME OF THE CONTRACTOR:** .....

.....

**ADDRESS:** .....

.....

**ARCHITECT**

**ARCHI SPACE CONSULTANT**

**45B, BAGHJATIN PLACE**

**‘AMELIA APPT.’ – GR.FLOOR**

**KOLKATA – 700086**

**CONTACT - 9830006396, 033-2425-0125**

**UCO BANK, ZONAL OFFICE, SURI**

**NEAR CIRCUIT HOUSE, DIST-BIRBHUM (W.B.) – 731 101**

**CONTENTS**

<b>SL NO</b>	<b>SECTION NO</b>	<b>DESCRIPTION</b>
<b>1</b>	<b>I</b>	<b>Tender Notice</b>
<b>2</b>	<b>II</b>	<b>General rules and instructions for The guidance of</b>
<b>3</b>	<b>III</b>	<b>Form of tender</b>
<b>4</b>	<b>IV</b>	<b>Articles of agreement</b>
<b>5</b>	<b>V</b>	<b>General conditions of contract With appendices.</b>
<b>6</b>	<b>VI</b>	<b>Special conditions</b>
<b>7</b>	<b>VII</b>	<b>Approved make of materials with bill of quantities for above mentioned works.</b>
<b>8</b>	<b>VIII</b>	<b>Summary</b>

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

**SECTION – 1**

**TENDER NOTICE**

Sealed item rate tenders under two bid systems are invited on behalf of:

**The Deputy Zonal Head**

**UCO Bank, Zonal Office, Suri**

**Near Circuit House, Dist-Birbhum (W.B.) – 731 101**

For the following work;

a)	Name of the Work	:	DATA CABLING works of Existing <b>UCO Bank &amp; ATM AT RAGHUNATHGANJ BRANCH, MURSHIDABAD</b>
b)	Location of Work	:	VILL-JANGIPARA, SAHEBPUR BAZAR (1ST FLOOR), P.S.-RAGHUNATHGANJ, MURSHIDABAD, WEST BENGAL, PIN-742213,
c)	Time of Completion	:	<b>: 15 days (Fifteen days)</b>
d)	Earnest Money	:	<b>Rs 20,000.00/- (Rupees Twenty Thousand only)</b> to be deposited In the form of Bank Draft / Pay order drawn in favour of UCO BANK payable at SURI. [Without Earnest Money in proper form Tender will be rejected]
e)	Cost of Tender document	:	Rs .750 /-(Rupees Seven Hundred Fifty only) in cash which is not refundable.
f)	Availability of Tender Documents	:	UCO Bank, Zonal Office Suri, Near Circuit House, Dist-Birbhum (W.B.) – 731 101 and on <b>payment in cash during working hours from 10 am up to 5 pm from 24-11-2017 to 08-12-2017 (Except Sunday &amp; Bank Holidays)</b>
g)	Submission of tenders to	:	UCO Bank, Zonal Office Suri, Near Circuit House, Dist-Birbhum (W.B.) – 731 101 and <b>Within 05.00 pm on 08-12-2017</b>
h)	Opening of Tender	:	<b>At Suri Zonal Office 12:30 pm. On 09-12-2017 at the</b> UCO Bank, Zonal Office, Suri Near Circuit House, Dist-Birbhum (W.B.) – 731 101

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

i)	Mode of submission of Tender	:	<p>The tender shall be submitted in accordance to the procedure detailed herein. Specified documents shall be sealed in envelope of appropriate size, each of which shall be sealed.</p> <p><b>i) Envelope marked No.1:</b> Envelope marked no 1 shall contain earnest money deposit, pre- qualification forms, conditions of contract and technical specifications with covering letter furnished in the specified form.</p> <p><b>ii) Envelope marked No.2 :</b> Envelope marked no.2 shall contain the price bid and approved make of materials</p> <p><b>iii) no 3:</b> Envelope marked no1&amp;2 shall be put in a large envelope of adequate size marked no 3 which shall be properly sealed. This envelope, which shall be endorsed on the outside face.</p> <p><b>“Tender for DATA CABLING works for UCO BANK &amp; ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD</b></p>
j)	Clarification, if any to be Obtained from:	:	<p>Obtained from :</p> <p><b>ARCHI SPACE CONSULTANT</b> 45B, BAGHJATIN PLACE ‘AMELIA APPT.’ – GR.FLOOR KOLKATA-86 <b>Contact : 9830006396, 033-2425-0125</b></p>
K)	Defect Liability Period:	:	<b>12 months from the date of virtual completion of work.</b>
l)	Validity of tenders:	:	<b>Three calendar months from the date of submission of tender.</b>
m)	Sales Tax, Work Contract Tax or any other tax on materials or on finished work in respect of this contract whether in vogue or likely to be imposed in future, shall be payable by the Contractor and the Employer will not entertain any claim whatsoever in this respect at any time. Rates should include all these taxes ----- Etc.		
n)	All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected. Conditional tenders will be summarily rejected.		
o)	Delays in submission of any part arising out of the postal or any other irregularities at any stage will not be considered. The Bank will not be responsible for damage in transit incase of postal delivery/ courier service delivery.		
p)	The employer does not bind it to accept the lowest tender and reserves to itself the right to reject any or all the tenders received without assigning any reason/s thereof. The notification of award of contract will be made to the successful tendered in writing by the Bank.		

Yours faithfully

**For and behalf of UCO BANK .  
The Deputy Zonal Head  
UCO Bank, Zonal Office, Suri  
Near Circuit House, Dist-Birbhum (W.B.) – 731 101**

**SECTION – II**

**GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS.**

Tenders are invited on behalf of **UCO BANK, SURI ZONAL OFFICE**, for DATA CABLING works at **UCO Bank & ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD**. Contract document consisting of the plans, specifications, bill of quantities and drawings of various classes of work to be performed and set of conditions of contract to be complied with can be purchased from the office of **UCO Bank, Zonal Office, Suri, Near Circuit House, Dist Birbhum, (W.B.) – 731 101** on stipulated dates between the hrs.10.30 to 6.00 except Sundays and other bank holidays.

1. It is proposed that the intending tenderers may contact at the office of the Architects of **ARCHI SPACE CONSULTANT, 45B, Baghjatn Place, ‘Amelia Appt.’ – Gr. Floor, Kolkata - 700086**. The site of the work is available. The intending tenderer shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the work, facilities of the work, facilities of transport condition, effective labour and materials, access and storage for materials and removal of rubbish etc.
2. As the entire work is to be completed in all respects within the stipulated period of **15 days** and to achieve the target date of entire completion if be required /essential, the work for day and night shifts have to be carried out by the tenderer/contractor, for that at no extra cost, charges shall be paid to the contractor by the employer. While quoting rates, in addition to above, whether mentioned or not the rate shall always include the charges for day to day removal of debris/spoils from site in conformity with the local Municipal rules. Bank's normal work shall not be jeopardized in any way for undertaking the work. Contractor shall include in his quoted rate for supplying the plastic sheets/tarpaulin to cover Banks materials as protection against getting damaged either due to dust or water while executing the work. Tenders in only printed forms issued by the consultants should be placed in sealed covers addressed to. The tenderers should quote in figures as well as in words the rates, and amount. . The language for filling tender documents shall be in English. The amount for each item should be marked out and requisite total given. The initials of the tenderers with the seal of the firm shall attest all corrections. In case any discrepancy /difference is found on checking between rates quoted by the contractor in words and figures or in the amount worked out by him, the following procedure shall be followed:
3.
  - A. When there is a difference between the rates in figures and in words, the rate, which corresponds to, the amounts worked out by the contractor, shall be taken as correct.
  - B. When the contractor does not work out the amount of any item or it does not correspond with the rate written either in figures or in words, then the rate quoted by the contractors in words shall be taken as correct.
  - C. When the rate quoted by the contractor in figures and in words tallies but the amount is not worked out correctly rate quoted by the contractor shall be taken as correct and not the amount
  - D. Amendments as mentioned above shall be based on the tender marked original only.



4. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only. In such away that interpolation is not possible. Amount should be written in figures. In case of figures the words “RS”. Should be written before the figures of rupees and words paise after the decimal figures, e.g. Rs 2.15 and in case of words, the word “Rupees” should precede and the word “Paise” 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 not be written in the next line.
5. The acceptance of a tender will rest with **UCO Bank, Zonal Office, Suri, Near Circuit House, Dist – Birbhum (W.B.) – 731 101** which does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all the tenders received without assignment of any reason. All tenders in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected. The bank reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other conditions if his tender is accepted in parts.
6. Canvassing in connection with tenders is strictly prohibited and tenders submitted by the contractors who resort to canvassing will be liable to rejection.
7. An item rate tender containing percentage below /above will be summarily rejected. However, when a tenderer voluntarily offers a rebate for payment within a stipulated period, this may be considered.
8. On acceptance of the tender, the name of the accredited representative(s) of the Contractor who would be responsible for taking instructions from the Employer Consultant shall be communicated to the Employer / Consultant.
9. Sales Tax, Work Contract Tax or any other tax on materials or on finished work in respect of this contract whether in vogue or likely to be imposed in future, shall be payable by the Contractor and the Employer will not entertain any claim whatsoever in this respect at any time. Rates should include all these taxes ----  
----- Etc.
10. No employee of the Employer is allowed to work as a Contractor for a period of two years of his retirement from Employer services, without the previous permission of the Employer. This contract is liable to be canceled if either the Contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Employer /Consultant as aforesaid before submission of the tender or engagement in the Contractor’s service.
11. The tender for work shall remain open for acceptance for a period of **3 months** from the date of opening tenders. If any tenderer withdraws his tender before the said period, then the employer shall be at liberty to forfeit the earnest money paid along with the tender.

12. 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.
13. It will be obligatory on the part of the tenderer to tender and sign the tender in all pages documents.
14. The Earnest money deposit 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 letter of award.
15. The Earnest money deposit of unsuccessful bidders will be refunded to them WITHOUT ANY INTEREST within 3 weeks from the date of award of work to the successful bidder.
16. A certificate of completion shall accompany the final bill from the consultant. Payment of final bill shall be made after deduction of retention money as specified which sum will be refunded in the manner as stated conditions .In acceptance of payments of the final bill by the contractor would indicate that he will have no further claim in respect of the work executed.
17. **CLEARING SITE ON COMPLETION**  
On completion of the work the contractor shall clear away and remove from the site all constructional plant, surplus materials, rubbish and temporary work of every kind and leave the whole of the site and the work clean and in workmanlike conditions to the satisfaction of the employer /consultant.
18. **TERMS OF PAYMENT**  
a) 85% can be claimed in phases in the form of two (2) running bills of the value of work  
b) 10% to be released after entire work is completed and handed over to the satisfaction and certification of the consultant.  
c) 5% to be released after the defect liability period of 12 months, without any interest.
19. **IDLE LABOUR**  
Whatever the reasons may be no claim for idle labour; additional establishment cost of hire and labour charges of tools and plants would be entertained under any circumstances.
20. **LIQUIDATED DAMAGE**  
The delivery and installation should be adhered to as stipulated time, failing which; liquidated damages @ 0.5% per week or part thereof subject to maximum of 10 % of the total order value shall be levied.

**21. TERMINATION OF CONTRACT BY EMPLOYER**

If the contractor being a company go into liquidation whether voluntary or compulsory or being a firm shall be dissolved or being an individual shall be adjudicated insolvent or shall make an assignment or a composition for the benefit of the greater part, in number of amount of his creditors or shall enter into a deed or arrangement with his creditors, or if the Official Assignee in insolvency, or the Receiver of the Contractor in insolvency, shall repudiate the contract or, if a receiver of the contractor's firm appointed by the court shall be unable, within fourteen days after notice to him requiring him to do so, to show to the reasonable satisfaction of the Employer that he is able to carry out and fulfill the contract, and if so required by the Employer to give reasonable security there for, or if the Contractor shall suffer execution to be issued, or shall suffer any payment under this contract to be attached by or on behalf of and of the creditors of the Contractor, or shall assign, charge or encumber this contract or any payments due or which may become due to the contractor, there under or shall neglect or fail to observe and perform all or any of the acts matters of things by this contract, to be observed and performed by the contractor within three clear days after the notice shall have been given to the contractor observe or perform the same or shall use improper materials or workmanship in carrying on the work or shall in the opinion of the employer not exercise such due diligence and make such due progress as would enable the work to be completed within due time agreed upon and shall fail to proceed to the satisfaction of the employer after three clear days notice requiring the contractor so to do shall have been given to the contractor as hereinafter mentioned or shall abandon the contract, then and in any of the said cases, the employer may not withstanding previous waiver determine the contract by the notice in writing to the effect as hereinafter mentioned but without thereby affecting the powers of the employer of the obligations and liabilities of the contractor the whole of which shall continue in force as fully as if the contract had not been so determined as if the work subsequently executed had been executed by or on behalf of the contractor.\_

**IF THE CONTRACT HAS BEEN TERMINATED THE EMPLOYER RESERVES THE RIGHT  
TO RECTIFY THE ITEMS AND COMPLETE THE JOB IN THE RISK AND COST OF THE  
TERMINATED VENDOR BY ANY OTHER APPROVED VENDOR.**

**SECTION –III**

**FORM OF TENDER**

**To**  
**The Deputy Zonal Head**  
**UCO Bank, Zonal Office, Suri**  
**Near Circuit House, Dist - Birbhum (W.B.) – 731 101**

Sir,  
Re: DATA CABLING work for the **UCO BANK & ATM – RAGHUNATHGANJ BRANCH, MURSHIDABAD**

1. I/we refer to the tender notice issued by your consultants – **ARCHI SPACE CONSULTANT, 45B, Baghjatn Place, ‘Amelia Appt.’ – Gr. Floor, Kolkata – 700086** on your behalf for DATA CABLING work in connection with the above.
2. I/We do hereby offer to perform, provide, execute, complete and maintain the work in conformity with drawings, conditions of contract specifications, **bill of quantities for the sum of RS.....** at the respective rates quoted in the schedule of quantities.
3. I/We have satisfied myself/ourselves as to the site conditions, examined the drawings and all aspects of the site 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 hereto  
  
B: Complete the work within **15 days**, as stipulated in two or three shifts if considered necessary by the consultants at no extra cost to the Employer.
4. I/We have deposited earnest money **of RS. 20000/-** In the form of Crossed Demand draft / pay order /Banker’s Cheque which, I/We note, will not bear any interest and is subject to forfeiture solely at Bank’s discretion:
  - i. If the work is not commenced by me/us within 7(seven) days from the date of issue of formal work order
  - Or
  - ii. If the offer is withdrawn within the validity period of acceptance.
  - iii. If the contract is not executed within 90 days from award of contract.
5. I/We understand that you are not bound to accept the lowest or any tender you receive.

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

6. The acceptance of this tender shall constitute a binding of any contract and any failure as mentioned in item 4. Above shall constitute a breach of contract by us and the tender accepting authority shall be entitled to have the work executed at our risk and to claim extra cost \ expenditure incurred by them from us.

7. Our Bankers

i)

ii)

iii)

8. Name of partners / directors of our firm :

I.

II.

III.

IV.

Yours Faithfully

**Signature**.....

**Name** .....

**Designation**.....

**SECTION –IV  
ARTICLES OF AGREEMENT**

Articles of agreement made the ..... Day of ..... Between the **UCO Bank, Zonal Office, Suri, Near Circuit House, Dist –Birbhum (W.B.) – 731 101** (Hereinafter called the employer) which expression should include its successors and assignee of the one part and ..... (Hereinafter called the contractor) of the other part. Which expression should include its successor and assignee where as the employer is desirous of executing the DATA CABLING works at **UCO Bank & ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD** and has caused drawings and specifications describing the work to be prepared by **ARCHI SPACE CONSULTANT, 45B, Baghjatin Place, ‘Amelia Appt.’ – Gr. Floor, Kolkata – 700086** (hereinafter called the consultants) and whereas the said drawings the Technical specifications and the schedule of items and quantities have been signed by and on behalf of the parties hereto. And whereas the contractor has agreed to execute upon and subject to the conditions set forth herein and schedule of items and quantities, General conditions of contract, special conditions including other conditions etc. technical specifications and all correspondences exchanged by or between the parties from the date of tender notice decision of negotiations meetings, if any, till the award of work, both letters inclusive, (all of which are collectively hereinafter referred to as the said conditions) the work shown upon the drawings 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 as therein 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 in the manner set forth in the said conditions, the contractor shall upon and subject to the said conditions execute and complete the work shown upon the drawings and described in the said specifications and the schedule of items and quantities.
2. The employer shall pay the contractor the said contract amount or such other sum as shall become payable, at the times and in the manner specified in the said conditions.
3. The consultant in the said conditions shall mean the said **ARCHI SPACE CONSULTANT, 45B, Baghjatin Place, ‘Amelia Appt.’ – Gr. Floor, Kolkata – 700086** or in the event of their ceasing to be the consultant for the purpose if this contract for whatever reason such other person or persons as shall be nominated for that purpose by the Employer, provided always that the person subsequently appointed to be consultant under this contract shall be entitled to disregard or overrule any previous decision or approval or direction given or expressed in writing by the consultant for the time being.

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

4. The said conditions and appendices thereto shall be read and considered as forming part of this agreement and the parties here to 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 plan agreement and documents mentioned herein shall form the basis of this contract.
6. This contract is neither a fixed lump sum contract not a piece work in respect of **DATA CABLING** works at **UCO Bank & ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD** as per the scope described and to be paid for according to actual measured quantities at the rates contained in the schedule of rates probable quantities or as provided in the said conditions.
7. The employer reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
8. Time shall be considered as the essence of this contract and the contractor hereby agrees to commence the work on the day on which he is instructed to take possession of the site, or from the 7th day after the date of issue of formal work order as provided for in the said conditions whichever is later and to complete the entire work within **15 days** subject nevertheless to the provisions for extension of time.
9. All payment by the Employer under this contract will be made only at UCO Bank, Zonal Office, Suri.
10. Any dispute arising under this agreement shall be referred to arbitration in accordance with the stipulation laid down in the general conditions of contract.
11. That the several parts of this contract have been read by the contractor and fully understood by the contractor.
12. This agreement can be terminated by either client on giving **3 months** notice normally however, in exigent circumstance; the services of the contractor can be terminated by giving notice of lesser period.

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands the day and year first above written.

Signed, and delivered by. ----- By the hands of MR-----

(name and designation) it's-----and constituted attorney in the presence of

1. ----- 2. -----

Address-

Address-

Witness

Signed and delivered by the hands of MR. ----- Partner of-----

-----in the presence of

1. ----- 2. -----

.

Address-

Address



**SECTION –V  
GENERAL CONDITIONS OF CONTRACT**

Except where provided for in the description of the individual items in the schedule of quantities and in the specifications and conditions laid down hereinafter and in the drawings, the work shall be carried out as per standard specifications and under the direction of the employer /consultant.

**1. INTERPRETATION:**

In construing these conditions, the specifications the schedule of quantities tender and Agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires.

**2. EMPLOYER:**

The term employer shall denote **UCO Bank, Zonal Office, Suri, Near Circuit House, Dist –Birbhum (W.B.) – 731 101** or any of its employees representative authorized on their behalf.

**3. CONSULTANT:**

The term consultant shall mean **ARCHI SPACE CONSULTANT, 45B, Baghjatn Place, ‘Amelia Appt.’ – Gr. Floor, Kolkata – 700086** or in the event of their ceasing to be consultant for the purpose of this contract such other persons /as the employer shall nominate for the purpose.

**4. CONTRACTOR:**

The term contractor shall mean the individual or firm or company whether incorporated or not, undertaking the work and shall include legal representative of such individual of such firm or company or successors of such firm or company as the case may be m and permitted assigns of such individual of firm or company.

**5. SITE:**

The site shall mean the site where the work is to be executed at **UCO BANK & ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD.**

**6. DRAWINGS:**

The work is to be carried out in accordance with drawings, specification, the schedule of quantities and any further drawings, which may be supplied, or any other instructions, which may be given by the employer consultant during the execution of the work. All drawings relating to work given to the contractor together with a copy of specification and schedule of quantities are to be kept at site and the employer /consultant shall be given access to such drawings or schedule of quantities wherever necessary.

In case any detailed drawings are necessary contractor shall prepare such detailed drawings and or dimensions sketches there for and have it confirmed by the employer consultant prior to taking up such work. The contractor shall ask in writing for all clarifications on matters occurring anywhere in drawings, specifications and schedule of quantities or to additional instructions at least 20 days ahead from the time when it is required for implementation so that the employer /consultant may be able to give decision thereon. The work shall mean the work to be executed or done under this contract.

**1. SCOPE:**

The work consists of DATA CABLING works for **UCO BANK & ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD**. In accordance with the drawings, specifications and schedule of items and quantities. It includes furnishing all material, labour, tools and equipment and management necessary for and incidental to the construction and completion of the work. All work during its progress and upon completion, shall conform to the lines, elevations and grades as shown on the drawings furnished by the employer /consultant and to furnish by the employer/consultant. Should any detail essential for efficient completion of the work be omitted from the drawings and specification it shall be the responsibility of the contractor to inform the employer /consultants concurrence, so that upon completion of the proposed work the same will be acceptable and ready for use.

Employer/consultant may in their absolute discretion issue further drawings and or written instructions, details, directions and explanations which are here after collectively referred to as the employer /consultants instructions in regard to:

A: The variation on modification of the design, quality or quantity of work or the addition or omission or substitution of any work:

B: Any discrepancy in the drawings or between the schedule of quantities and or drawings and or specification.

C: The removal from the site of any defective material brought thereon by the contractor and the substitution of any other material thereof.

D: The demolition removal and /or rejection of any work executed by the contractor /s

E: The dismissal from the work of any persons employed thereupon.

F: The opening up for inspection of any work covered up.

G: The rectification and making good of any defects under clauses hereinafter mentioned and those arising during the maintenance period (retention period)

The contractor shall forthwith comply with and duly execute any work comprised in such employer/consultants instructions provided always that verbal instruction direction and explanations given to the contractor or his representative upon the work by the employer/consultant shall if involving a variation be confirmed in writing to the contractor within seven days. No work for which rates are not specifically mentioned in the priced Schedule of quantities shall be taken up without written permission of the employer/consultant. The employer in consultation with the consultant shall fix rates of items not mentioned in the priced schedule of quantities.

## **2. DETAILED DRAWINGS AND INSTRUCTIONS**

The employer through its consultant shall furnish with reasonable promptness additional instructions by means of drawings or otherwise necessary for the proper execution of the work. All such drawings and instructions shall be consistent with the contract documents true developments thereof and reasonably inferable there from.

The work shall be executed in conformity therewith and the contractor shall not work without proper drawings and instructions.

Immediately after receipt of the work order of the contract the contractor shall prepare a program schedule and submit the same to the employer through the consultant for approval which shall indicate the dates for the starting and completion of the various activities at the stages of construction.

## **3. COPIES FURNISHED**

The contractor on the signing hereof shall be furnished by the employer through its consultant free of charge with a copy of the priced schedule of quantities rates, two copies of each of the said drawings and one copy of specifications and two copies of all further drawings issued during the progress of the work. Any further copies of such drawings required by the contractor shall be supplied on payment of the charges thereof by the contractor.

## **4. OWNERSHIP OF DRAWINGS**

All drawing specification and copies thereof furnished by the employer through its consultants are the property of the employer. They are not to be used on other work, and with the execution of the signed contract set are to be returned to the employer on request at the completion of the work.

## **5. FAILURE BY CONTRACTORS TO COMPLY WITH EMPLOYERS / CONSULTANTS INSTRUCTION**

If the contractor after receipt of written notice from the employer and or the consultant requiring compliance within ten days fails to comply with such further drawings and or employer /consultant instructions, the employer through the consultant or other persons, may employ other persons to execute any such work whatsoever that may be necessary to give effect thereto and pay all cost incurred in connection therewith and same shall be recoverable from the contractor by the employer on the certificate of the consultant as a debt or shall have right to deduct same form any money due or to become due to the contractor.

## **6. TENDERER SHALL VISIT THE SITE**

Intending tendered shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the work, facilities of transport condition, effective labor and materials, access and storage for materials and removal of rubbish. The tenderer shall provide in their tender for cost carriage, freight and other charges including all taxes etc. as also for any special difficulties and including all taxes etc as also for any special difficulties and including police restriction for transport etc for proper execution of work as indicated in the drawings. The successful tenderer will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site condition which existed before the commencement of the work or which in the opinion of the employer /consultant might be deemed to have reasonably been inferred to be so existing before commencement of work.

## **7. TENDERS**

The entire set of tender paper issued to the tenderer should be submitted fully priced and also signed on the last page together with initials on every page. Initial/signature will indicate the acceptance of the tender papers by the tenderer.

The schedule of quantities shall be filled in as follows:

1. The Rate column to be legibly filled in ink in both English figures and English words.
2. Amount column to be filled in for each item and the amount for each subhead as detailed in the schedule of quantities.
3. All corrections overwriting are to be initialed with the seal of the firm.
4. In case of any errors/omissions in the quoted rates, the rates given in the tender.

No modification writing or corrections can be made in the tender papers by tenderer.

The employer reserves the right to reject the lowest or any tender and also to discharge any or all of the tenders for each section or to split up each and every item should be correct, workable and self-supporting. If called upon by the employer consultant detailed analysis of any or all the rates shall be submitted. The employer/consultant shall not be bound to recognize the contractor analysis.

The work will be paid for as measured work on the basis of actual work done and not as lump sum contract.

All items of work described in the schedule of quantities are to be deemed and paid as complete work in all respects and details including preparatory and finishing work involved, directly, related to and reasonably detectable from the drawings specification and schedule of quantities and no further extra charges will be allowed in this connection. In the case of lum-sum charges in the tender in respect of any item or work, the payment of such time of work will be made for the actual work done the basis of lum-sum charges as will be assessed to be payable by the employer consultant.

The employer has power to add to omit from any work as shown in drawings or described in specifications or included in schedule of quantities and intimate the same in writing but no addition, omission or variation shall be made by the contractor without authorization from the employer no variation shall vitiate the contract.

## **8. AGREEMENT**

The successful contractor shall sign the agreement as per draft agreement within 15 days from the date of issue of formal work order and he shall pay for all stamps and legal expenses, incidental thereto. However the written acceptance of the tender by the employer /consultant on behalf of employer will constitute a binding contract between the employer and the person so tendering whether such formal agreement is or is not subsequently executed.

## **9. ROYALTIES & PATENTS**

The contractor shall pay all royalties and license fees. He shall defend all suits or claims for infringement of any patent rights and shall save the employer harmless from loss on account thereof.

#### **10. PERMITS AND LICENCES**

Permits and licenses for release of materials which are under government control will be arranged by the contractor. The employer will render necessary assistance, sign any forms or applications that may be necessary.

#### **11. GOVERNMENT AND LOCAL RULES**

The contractor shall confirm to the provisions of all local to the provisions of all local bye-laws and acts relating to the work and to the regulations etc. of the government and local authorities and of any company with whose system the structure is proposed to be connected. The contractor shall give all notices required by the said act, rules, regulations and bye laws etc and pay all fees payable to such authority for execution of the work involved. The cost, if any shall be deemed to have been included in his quoted rates, taking into account all liabilities for licenses, fees for footpath encroachment and restorations etc. and shall indemnify the employer against such liabilities and shall defend all actions arising from such claims or liabilities.

#### **12. TAXES AND DUTIES**

The tenderers must include in their tender prices quoted for all duties, royalties, excise, sales tax, work contract tax or any other taxes or local charges if applicable. No extra claim on this account will in any case be entertained.

#### **13. QUANTITY OF WORK TO BE EXECUTED**

The quantities shown in the schedule of quantities are intended to cover the entire new structure indicated in the drawings but the employer reserves the right to execute only a part or the whole or any excess thereof without assigning any reason therefore. If at any after the commencement of the work, the employer consultant shall for any reason whatsoever not require the whole work thereof as specified in the tender to be carried out the consultant employer shall give notice in writing of the fact to the contractor who shall have no claim to any payment for compensation whatsoever on account of any profit or advantage with which he might have derived from the execution of the work in full, but which he did not derive in consequence of the full amount of the work not having been carried out, neither shall he have any claim for compensation by reason of any alterations having been made in the original specification, drawings, designs and instructions which shall involve any curtailment of the work as originally contemplated.

#### **14. EARNEST MONEY /SECURITY DEPOSIT & RETENTION MONEY**

The tenderer will have to deposit an amount of **Rs 20000.00/-** in the form of crossed demand Bank Draft/Pay Order/Banker's cheque drawn in favor of UCO payable at Suri from any nationalized Bank at the time of submission of tender as an earnest money. The employer is not liable to pay any interest on the earnest money. The earnest money of the unsuccessful tenderers will be refunded without any interest 21 days after the decision to award the work is taken or after the expiry of the validity period of the tender, whichever is earlier.

Retention money will be deducted from interim bills @ 5 % of the accepted value of the tender. This retention money shall be refunded to the successful contractor without any interest 14 days after successful completion of the defects liability period of 12 months provided the contractor has satisfactorily carried out all the work and attended to all defects in accordance with the condition of the contract. In case the contractor fails to do so appropriate amount shall be deducted by the Bank from retention money.

**15. CONTRACTOR TO PROVIDE EVERYTHING NECESSARY:**

The contractor shall provide everything necessary for the proper execution of the work according to the intent and meaning 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 there from and if the contractor finds any discrepancies therein the shall immediately and in writing refer the same to the employer /consultant whose decision shall be final and binding. The contractor shall provide himself for ground and fresh water for carrying out the work at his own cost. The employer shall on no account be responsible for the expenses incurred by the contractor for hired ground of fresh water obtained from elsewhere. The rates quoted against individual items will be inclusive of everything necessary to Complete the said items of work within the contemplation of the contract, and beyond the unit price no extra payment will be allowed for incidental or contingent work, Labour and /or materials inclusive of all tax and duties whatsoever except for specific items, if any stipulated in the tender documents.

The contractor shall supply fix and maintain at his own cost for the execution of any work all tools tackles machinery's and equipment's and all the necessary centering, scaffolding, staging, planking, timbering, strutting, shoring, pumping, fencing, boarding, watching and lighting by night as well as by day required not only for the proper execution and protection of the public and safety of any adjacent roads, streets, walls houses buildings all other erections matters and things and the contractor shall take down and remove any or all such centering ,scaffolding, planking ,timbering etc shall be required or when so to do and shall fully reinstate and make good all matters and things disturbed during the execution of work to the satisfaction of the employer/consultant.

**16. TIME OF COMPLETION, EXTENSION OF TIME AND PROGRESS CHART**

**A. TIME OF COMPLETION:**

The entire work is to be completed in all respects within the stipulated period of **15** days, from the date of issue of formal work order. Time is the essence of the contract and shall be strictly adhered to by the contractor.

The work shall not be considered as complete until the employer consultant have certified in writing that this has been completed and the defects liability period shall commence from the date of such certificate.

**B. PROGRAMME CHART TO BE PROVIDED**

During the period of construction the contractor shall maintain proportionate progress on the basis of the program chart submitted by the contractor immediately before commencement of work and agreed to by the employer consultant.

**17. CLEARING SITE AND SETTING OUT WORK**

The site shown on the plan shall be cleared of all obstruction, loose stone and materials rubbish of all kinds.

**18. MATERIALS WORKMENSHP, SAMPLES, TESTING OF MATERIALS**

All the materials specified to be maintained and the contractor shall have to carry out tests on materials and workmanship in approved materials testing laboratories or as prescribed by the employer.

**19. REMOVAL OF IMPROPER WORK**

The employer consultant 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 to times as may be specified in the order of any materials which in the opinion of the employer consultant are not in accordance with specifications or instruction .In case the contractor refuses to comply with the order the employer consultant shall have the power to employ and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereto as certified by the employer consultant shall be borne by the contractor or may be deducted from any money due to or that may become due to the contractor .No certificate, which may be given by the consultant, shall relieve the contractor from his liability in respect or unsound work or bad materials.

**20. MEASUREMENT**

The consultant shall 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 qualified agent to assist the consultant or the consultants representative/employers representatives in taking such measurements and calculations and to furnish all particulars or to give all assistance required by either of them.

**21. ACTION WHERE NO SPECIFICATION**

In the case of any class of work for which there is no such specification in technical specification, such work shall be carried out in accordance with the I.S. specification and in the event of there being no I.S. specification, then in such case the work shall carried out in all respect in accordance with the instructions and requirements of the consultant /employer.

**22. CONTRACTOR NOT TO DEPOSIT MATERIALS IN A MANNER THAT MAY CAUSE INCONVENIENCE TO THE PUBLIC.**

The contractor (s) shall not deposit materials on any site, which will seriously cause inconvenience to the public. The Consultant may require the contractor to remove any materials, which are considered by him to be a danger or inconvenience to the public or cause them to be removed at the contractor's cost.

**23. PAYMENTS**

- a) All bills shall be prepared by the Contractor in the form prescribed by the Employer/Consultant, format enclosed. In the bill it has to be shown deductions for all previous payments, retention money, etc. Advance / adhoc payment for work actually executed will not be normally made. However, adhoc payment may be made at the discretion of Consultant /Employer in case of exigency.
- b) The Consultant /Employer shall issue a certificate after due scrutiny of the Contractor's bill stating the amount due to the Contractor from the Employer and the contractor shall be entitled to payment thereof, by the Employer.

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

24. The contractor shall work in close co ordination with other agencies to avoid rework/damage and ensure timely completion.
25. Any damage to the work before the building is handed over is to be replaced or made good at contractor expense to the entire satisfaction of the consultant.
26. The quantities indicated are subject to change .The payment of the bill will be made as per actual measurement at site and will be certified by the Consultant and cleared by the employer.
27. The tender shall sign each and every page of the tender documents including the drawings attached hereto.
28. The consultant shall have power to insist to the contractor to submit the sample /color/ test certificate from any Govt. Authorized agent of any materials to be used in the work, where the expenditure is to be borne by the contractor.
29. 5 % of the total value of work will be retained as retention money from Contractor's bills which shall be released without any interest after the defect liability period of six months provided the contractor has satisfactorily attended to all defects if any, in this period.
30. In case of any dispute the matter will be referred to the Asst. General Manager, Zonal Office, Suri for an arbitration, whose decision shall be final and binding on both parties.
31. For litigation if any arising thereof, the competent court at Bombay alone will have jurisdiction.



**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

**SECTION VI  
SPECIAL TERMS AND CONDITIONS**

1. Name of the work :	DATA CABLING works for <b>UCO BANK &amp; ATM, RAGHUNATHGANJ BRANCH, MURSHIDABAD.</b>
2. Location:	VILL-JANGIPARA, SAHEBPUR BAZAR (1ST FLOOR), P.S.-RAGHUNATHGANJ, MURSHIDABAD, WEST BENGAL, PIN-742213,
3. Scope of Work :	As in 1 & 2 above and as further detailed in Instruction to Tender
4. Date of Commencement :	Within 3(Three) days from issue of work order.
5. Defect liability period :	12 (Twelve) months from the date of completion Certificate Issued by the consultant/employee
6. Earnest Money :	Rs 20000.00 /-
7. Initial security deposit :	a) the amount of initial security deposit shall be 2% of the accepted value of the tender including the earnest money deposit. b) The initial security deposit is to be paid by the Contractor to the bank within 14 days of Intimation to him of the acceptance of tender.
8. Limit of variation :	No extra /additional work should be carried out by the contractors without prior consent approval .Any sample to be made shall be At your cost for approval.
9. Validity of the tender :	3 (Three) months after opening the tender
10. Insurance :	Successful contractors shall have to take out statutory labour laws, workmen compensation Act, Insurance policy/Comprehensive Insurance policy for the duration of the work covering all aspects such as fire hazards, earthquake, third party risk etc. They should submit receipt of premium paid to the UCO BANK, Suri Zonal Office Prior to commencement of the work.

<p>11. Completion time and Liquidated Damage :</p>	<p>The entire job will be completed within <b>15 days (Fifteen days)</b> from the date of the work order. In the event of your failure to complete the work In all respects including site clearance and Reinstatement of damaged proportion within The stipulated time. Liquidated damage @ 0.50% per week of delay or part thereof shall be levied subject to a maximum of 5% of the total order value.</p>
<p>12. Return of EMD to unsuccessful Bidders :</p>	<p>The Earnest money deposit of unsuccessful bidders will be refunded to them <b>WITHOUT ANY INTEREST</b> within 21days from the date of award of work to the successful bidder.</p>
<p>13. Force Majeure:</p>	<p>Any delay in or failure of the performance of either part hereto shall not constitute Default hereunder or give rise to any Damage, if any, to the extent such delay Or failure of performance is caused by occurrences such as Acts of god or an Enemy, expropriation or confiscation of facilities by Government authorities, Acts of war, rebellion, sabotage or fires, Floods, explosions, riots or strikes. The contractor shall keep records of the Circumstances referred to above and bring These to the notice of the Engineer-in-Charge / site – In charge in writing Immediately on such occurrences. The Amount of time, if any, lost on any of These Counts shall not be counted for the contract Period. One decision of the owner arrived. At after consultation with the contractor, shall be final and binding. Such a determined period of time shall extended by the owner to enable the contractor to complete the job within such extended period of time. If the contractor is prevented or delayed from performing any of his obligations under This agreement by force majeure, the contractor shall owner the circumstance constituting the force majeure and the obligations, performance of which is thereby delayed or prevented, within seven days of the occurrence of the events.</p>

**CERTIFICATE**

1. The Measurement on the basis of which the above entries for the running bill  
no.....were made have been taken jointly on.....  
.....and are recorded at pages .....  
to .....of measurement book no.....
2. The work recorded in the above mentioned measurement has been done at the site satisfactorily as per  
tender drawings, conditions and specifications.

Signature of the contractor  
consultant

Signature of the

Signature of the Employer

Date:

Date:

Date:

Place:

Place:

Place:

We hereby certify that an amount of RS.....

(Rupees.....) may be paid to M/S

.....against their bill

no.....Dated.....subject to verification of all other previous payments, if any made to  
them on this account, cost of materials supplied to the contractor , if any ,and income tax and any other  
tax deduction as per rule .The Total payment including this should not, however, exceed  
RS.....

**SIGNATURE OF CONSULTANT**

**PROFORMA FOR APPLICATION FOR EXTENSION OF THE TIME PERIOD**

1. Name of the contractor:
2. Name of the work as given  
In the agreement:
3. Agreement No:
4. Estimated tender amount:
5. Date of commencement of work  
As per agreement:
6. Period for which extension of time  
Has been given previously:

Extension vide consultant's  
Employer's letter

No	Dated	Month	Days
----	-------	-------	------

A)

B)

C)

7. Period for which extension is applied  
Is applied for:
8. Hindrances on account of which  
Extension is applied for with dates on  
Which hindrances occurred and the  
Period for which these are likely to last:

**UCO BANK & ATM –  
RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**ARCHI SPACE CONSULTANT**

- a) Serial No.
- b) Nature of hindrance :
- c) Date of occurrence :
- d) Period for which it is likely  
To last :
- e) Period for which extension  
Required for this particular  
Hindrance :
- f) Net extension applied for :
- g) Remarks if any :
9. Extension of time required  
For extra work :
10. Extension of time required  
For extra work :
11. Details of extra work and  
The Amount involved :
12. Proportionate period of  
Extension of time on estimated  
Amount put to tender :
13. Total extension of time required for 11 & 12 :  
Submitted to the consultant / employer

.....

Date.....

Signature of the contractor  
DATE:

**CONTRACTORS ARE REQUESTED TO VISIT  
THE SITE AND COLLECT ALL OTHER  
NECESSARY DETAIL DRAWINGS FROM  
THE CONSULTANTS OFFICE BEFORE  
QUOTING.**

**FOR ANY CONFUSION IN THE DRAWING  
AND SPECIFICATION PLEASE CLARIFY  
WITH THE CONSULTANT BEFORE THE  
TENDER OPEN.**

**NO EXTRA WILL BE PAID TO COMPLETE ONE  
SINGLE ITEM MENTIONED IN THE TENDER**

**B.O.Q. FOR DATA CABLING WORKS OF PROPOSED BANK & ATM  
AT RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**OWNER : UCO BANK**

**ZONAL OFFICE -UCO Bank, Suri  
Near Circuit House, Dist-Birbhum (W.B.) – 731 101**

**BRANCH ADDRESS :**

**VILL-JANGIPARA, SAHEBPUR BAZAR (1ST FLOOR),  
P.S.-RAGHUNATHGANJ, MURSHIDABAD,  
WEST BENGAL, PIN-742213,**

**CONSULTING ARCHITECT - ARCHI SPACE CONSULTANT**

**ADDRESS : 45B, "AMELIA APARTMENT", GROUND FLOOR ,  
BINNAGAR, NEAR BAGHAJATIN STATION,  
KOLKATA - 700086**

**CONTACT - 9830006396, 033-2425-0125**

**DATE : 11.08.17**

DATA CABLING WORK OF BANK B.O.Q. - RAGHUNATHGANJ BRANCH.					
SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
1	9 u rack Digi Link / Lucent/ HCL co. make supply & installation type Cat 6 PDU - box 1 no., Fan set complete unit.	1	Unit		
2	Digi Link / Lucent/ HCL make Patch panel Unit Supply and Installation of Cat 6, 24 ports Gigabit 10/100/1000 Rack mountable Unmanged Switch	1	Unit		
3	Digi Link / Lucent/ HCL make Patch Cord Cat 6 face plate - 2 port including mounting box for each workstation.	7	Nos.		
4	Supply & Laying of Cat 6 cables 4 Core through pr-laid rigid PVC conduit from server to computer data socket including interconnection mending good, etc. as required (Digi Link / Lucent/ HCL make)	500	R.ft.		
5	Digi Link / Lucent/ HCL make Single Ported RJ 45 IO BOX	7	Nos.		
6	Installation, Transpotation & Misc. Charges	1	Job		
	<b>TOTAL DATA CABLING WORKS</b>				
<b>IN WORDS :</b>					



**B.O.Q. FOR INTERIOR FURNISHING WORKS OF  
PROPOSED BANK & ATM  
AT RAGHUNATHGANJ BRANCH, MURSHIDABAD**

**OWNER : UCO BANK**

**ZONAL OFFICE -UCO Bank, Suri  
Near Circuit House, Dist-Birbhum (W.B.) – 731 101**

**BRANCH ADDRESS :**

**VILL-JANGIPARA, SAHEBPUR BAZAR (1ST FLOOR),  
P.S.-RAGHUNATHGANJ, MURSHIDABAD,  
WEST BENGAL, PIN-742213,**

**CONSULTING ARCHITECT - ARCHI SPACE CONSULTANT**

**ADDRESS : 45B, "AMELIA APARTMENT", GROUND FLOOR ,  
BINNAGAR, NEAR BAGHAJATIN STATION,  
KOLKATA - 700086**

**CONTACT - 9830006396, 033-2425-0125**

**DATE : 11.08.17**

## INTERIOR FURNISHING WORK OF BANK B.O.Q. - RAGHUNATHGANJ BRANCH.

SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
<b>A.</b>	<b>WOODEN PARTITIONS</b>				
A.1	<b>Wooden Double Skin Solid Partition With Both Sides Laminate Finish</b>	<b>250</b>	Sq.ft.		
	<p>Supply &amp; Erecting Solid Partition as per drawing &amp; conforming to the following specification:</p> <p><b>Basic Framework:</b> Well seasoned Malaysian Sall wood sections, treated with two coats of wood preservatives, 50 x 50 mm (minimum) at maximum 2 ft horizontal and vertical spacing as per site condition. Vertical member shall be suitably anchored at floor level to ensure rigidity</p> <p><b>Skin Membrane:</b> 6 mm BWR grade Ply wood on each face with 2 mm groves as per drawing / instruction.</p> <p><b>Finishing:</b> 1.0 mm thk. laminate sheet of combination shades as per instruction (as approved make) on both face</p> <p><b>Skirting:</b> The Partition will be finished with 4" wide Skirting finished with 1.0 mm thick Bank's approved colour laminate of approved make on both sides.</p> <p><b>Note:</b> Quoted Rates shall include all necessary material, accessories and also allow provisions for electrical / Telephone / Computer wiring conduits and switch boxes etc. (Materials of wiring conduits and switch boxes shall be separately paid for) The work to be completed as per instruction.</p>				
A.2	<b>Wooden Partly Glazed Partition</b>	<b>175</b>	Sq.ft.		
	<p>Supply &amp; Erecting Partly Glazed Partition as per drawing &amp; conforming to the following specification:</p> <p><b>Basic Framework:</b> Well seasoned Malaysian Sall wood 2" x 1/2" sections treated with two coats of wood preservatives, (minimum) at maximum 2ft horizontal or vertical spacing as per site condition. Vertical member shall be suitably anchored at floor level to ensure rigidity.</p> <p><b>Skin Membrane:</b> Glass Portion from 3'-0" to 6'-6" with 1 x 6 mm thk. BWR grade ply wood on each face with 4 mm grooves formed at top layer as per instructions.</p> <p><b>Finishing:</b> 1.0 mm thk. laminate sheet of combination shades as per instruction (as approved make) on both sides.</p> <p><b>Skirting:</b> The Partition will be finished with 4" wide Skirting Finished with 1 mm thick Laminate of approved make &amp; Colour.</p> <p><b>Glazing:</b> 8 mm. thk. Clear float glass with pencil polish edges from 3'-0" to 6'-6" fixed with continuous wall nut / wenge. It should be fixed with teak wood beading (size - 30mm x 20mm) all around, finished with melamine polished. Polishing will be the same colour as that lamination i. e. cedar finished. The rate should be including cost of decorative etching on on side of the glass. All complete.</p> <p><b>Note:</b> Quoted Rates shall include all necessary material, accessories and also allow provisions for electrical / Telephone / Computer wiring conduits and switch boxes etc. (Materials of of wiring conduits and switch boxes shall be separately paid for). The erection of partition shall include for expansion bolts cleats, clamps bolts, nuts, screws, rivets and other accessories, all complete. as per instruction.</p>				
A.3	<b>CASH PARTITION (Side and intermediate partitions)</b>	<b>120</b>	Sq.ft.		
	<p>Same as - Wooden Double Skin Partly Glazed Partition.</p> <p><b>Glazing :</b> Strips of <b>12 mm. thk. clear float glass</b> with pencil polish edges from 4'-0" to 6'-6" fixed with continuous wall nut / wenge. It should be fixed with teak wood beading (size - 30mm x 20mm) all around, finished with natural polished. Polishing will be the same colour as that lamination i. e. cedar finished. A cutout 3" throughout in glass work (similar to front) for official transaction. Above 6'-6" ht. the partition will be finished with 1.0 mm thick Laminate finish on both sides. <b>The rate should be including cost of decorative etching on on side of the glass.</b> All complete.</p> <p><b>Intermediate trays:</b> There will be provision for small trays / windows for transferring of small copy either from the banking area to the cash cabin or between the cash cabins. it should be finished with 1.0 mm thick Bank's approved colour laminate of approved make. its edges to be same finish. it should have a small door finished with laminate and fitted with s/s hinges, locks all necessary fittings as per instruction.</p> <p><b>Note :</b> Quoted Rates shall include all necessary material, accessories and also allow provisions for electrical / Telephone / Computer wiring conduits and switch boxes etc. (Materials of of wiring conduits and switch boxes shall be separately paid for). The erection of partition shall include for expansion bolts cleats, clamps bolts, nuts, screws, rivets and other accessories, all complete. The work to be completed as per instruction.</p>				

SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
B.	GLASS DIVIDER	18	R.ft.		
	<b>8mm. thk. 18" ht. clear float glass</b> divider on table top for separation of each workstation with pencil polish edges. It should be fixed on table (front side) & between two tables with teak wood beading (size - 30mm x 20mm) all around, finished with melamine polished. Polishing will be the same colour as that lamination i. e. cedar finished. The erection of divider shall include for expansion bolts cleats, clamps bolts, nuts, screws, rivets and other accessories. <b>The rate should be including cost of decorative etching on on side of the glass.</b> all complete. The work to be completed as per instruction of the Architect.				
C.	WRITING DESK (5'-0" X 1'-6" X 1'-6")	10	Sq.ft.		
	Providing & fixing cheque writing desk made out of 19 mm BWR ply frame for sides, which shall be finished Laminate of approved make / colour 1.0 mm thk laminate. 12mm thick CLEAR Glass shall be fixed at top & side level with polish at exposed sides. 12mm thick CLEAR Glass shall be fixed vertically at every 4" c/c with smooth polishing at 4 sides and instructions of the Architect.				
D.	DOOR				
	Providing and fixing solid core flush door of 38 mm thk. Finished with 1 mm thk. approved colour laminate . A wooden cover moulding of 3"x3/4" thk. white beech /teak wood with polish shall be provided. 8 mm thk. clear float glass with etching (approved design) shall be provided with 1 1/2"x3/4" thk. White beech/teak wood moulding with polish for partly glazed door. In case of vision panel door 18"x9" made out of 8 mm thk. Clear glass with moulding with polish to be provided. The rate shall be inclusive of 4" s/s hinges, door stopper, screws, 10" 'H' shape s/s handle (Kitch), dead lock, key hole cover, tower bolt, door closer of approved make. All edges of the door to be covered with necessary lipping with polish. The work should be completed as per specification, design and approval of Architect. Note: Wooden door frame fixed to the wall shall have 4" x2 1/2" Teak wood / sal wood (seasoned) section with natural polish. The doors fitted with door closers shall be provided 3" x 1 1/2" white beech / Teak wood section with natural polish for door frame work.				
D.1	Wooden partition door with vision panel (with frame work) - (WPD-1)- 2'-8" x 6'-6"	2	Nos.		
D.2	Partly glazed door -(WPGD-1) - 2'-8" x 6'-6"	1	Nos.		
D.3	Partly glazed door -(WPGD-2) - 2'-6" x 6'-6"	3	Nos.		
D.4	Flap door -(FD) - 2'-8" x 5'-0"	1	Nos.		
D.5	MAIN ENTRANCE DOOR with sticker design bank's name, logo, etching, band etc.	35	Sq.ft.		
	Providing & fixing fully glazed pivoted door at the main entrance consists of 6"x2" c.p.t. wood frame for top rail and 4"x2" c.p.t. wood frame for bottom rail finished with 1.0 mm thk laminate, sides with 1" X 1" c.p.t.wood mouldings of approved design. <b>12mm thk. toughened glass with sand blasting /etching</b> & finish handle (1'-0" long- both inside & outside) to be fixed on both sides & proper locking arrangement in bottom rail to be done. The rate should include lipping, moulding, beading, sticker design bank's name, logo, Pull & Push Plate, & heavy duty floor spring of approved make. The work to be completed as per drawing and instruction.				

SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
<b>E.</b>	<b>TABLE</b>				
	<p>Providing, fixing and fittings in position tables 2'-6" wide ( 6" projecting customer side) &amp; 2'-6" ht. made out of 19 mm thk BWR block board for top, sides and front of approved make finished with 1.0 mm laminate as per design in all visible areas.</p> <p>The table will be supported on right side by a 1'-4" wide &amp; 2'-0" deep drawer unit consisting of one drawer and one filing drawer and foot rest on the other side. The front of the drawer unit will be made out of 19 mm thk. BWR block board, other sides made out of 12 mm thk BWR ply and 4" skirting throughout (Foot rest).</p> <p>All exposed surfaces are finished with 1.0 mm thk. Laminate of approved make &amp; colour shade and inner surface will be 1 coat primer and 2 coat synthetic enamel paint. All exposed edge finished with white beach/teak wood moulding, lipping with melamine polished. Polishing will be of the same color as that of lamination i.e., of Cedar finish. The drawers and shutters to be provided with drawer sliding channels, S/S 4" long handles, s/s hinges, locks etc all necessary accessories. Wire manager for each (approved colour) will be provided, all complete.</p> <p>NOTE : First drawer at each work station must have shelves for segregating currency notes pens/staplers / stamps etc. Drawer at each workstation to divided in 2 equal parts by a horizontal partition and the front partition among these to be divided into 3 equal partitions by vertical partitions.</p>				
E.1	Manager Table <b>with Glass Top</b>	<b>5</b>	R.ft.		
E.2	Officer Table	<b>12</b>	R.ft.		
E.3	Black powder coated key board tray with slide channel	<b>4</b>	Nos.		
<b>F.</b>	<b>CASH COUNTER</b>				
	<p>Providing and fixing the cash counters along with front partition all complete.</p> <p>Providing &amp; fixing 2'-6" (w) x 2'-6" (h) working table top made of 19 mm thick. BWR block board of approved make. It should have a customer transaction top, 6" projecting on the customer side at a height of 1'-6" from working table. Above the customer transaction top does making a total height 4'-0". Granite top (Black galaxy) 3/4" thick. will be placed on transaction top which is cut and shaped with edges round polished. Both the working table and transaction top will be rested &amp; supported together by a front apron (Double skin Partition) finished with 1.0 mm thick. Laminate as per instruction.</p> <p>Below the Working table will be 1'-4" wide &amp; 2'-0" deep drawer unit consisting of Three drawers and foot rest on the other side. The front of the drawer unit will be made out of 19 mm thk. BWR block board, other sides made out of 12 mm thk BWR ply and 4" skirting throughout (Foot rest). All exposed surfaces are finished with 1.0 mm thk. Laminate of approved make &amp; colour shade and inner surface will be 1 coat primer and 2 coat synthetic enamel paint. All exposed edge finished with white beach/teak wood moulding, lipping with melamine polished. Polishing will be of the same color as that of lamination i.e., of Cedar finish. The drawers and shutters to be provided with drawer sliding channels, S/S 4" long handles, s/s hinges, locks etc all necessary accessories. Wire manager for each (approved colour) will be provided, all complete.</p> <p>Providing and Fixing glass barrier in front of cash counter (above the the transaction top) made out of 12 mm thick polished edged float glass. It shall have 25mm x 20mm teakwood beading (as approved) to hold the glass from sides and top (optional). Etching to be done wherever required. The rates shall include for cutting (in geometrical shape, center bottom part of the transaction top) and polishing the edges, The rate should be including cost of decorative etching on on side of the glass, all complete to the satisfaction.</p> <p>NOTE: First drawer at each work station must have shelves for segregating currency notes pens/staplers / stamps etc. Drawer at each workstation to divided in 2 equal parts by a horizontal partition and the front partition among these to be divided into 3 equal partitions by vertical partitions.</p>				
F.1	2 nos. Table	<b>10</b>	R.ft.		
F.2	Glass Barrier (Front)	<b>30</b>	Sq.ft.		
F.3	Black powder coated ready made key board tray with slide channel	<b>2</b>	Nos.		

SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
<b>G.</b>	<b>Side Unit of Size 3'-6" x 1'-6" x 2'-6" (For Manager)</b>	<b>10</b>	Sq.ft.		
	Providing and fixing Side Unit made out of 19 mm BWR ply, 6 mm thk. Ply for back finished and 4" skirting throughout. There will be vertical dividers of same block boards at maximum 4 ft apart on which the shutters will be fitted with stainless steel hinge and intermediate shelves (file divider) at maximum 1'-6" c/c. All exposed surfaces are finished with 1.0 mm thk. Laminate of approved make & colour shade and inner surface will be 1 coat primer and 2 coat synthetic enamel paint. All exposed edge finished with white beach/teak wood moulding, lipping with melamine polished. Polishing will be of the same color as that of lamination i.e., of Cedar finish. Cost of all fitting like s/s Hinges, locks, magnetic catches, tower bolt, "D" type Matt finish S.S. Handles and all necessary hardware shall be inclusive, all complete. As per drawing and instruction.				
<b>H.</b>	<b>FULL HT. STORAGE</b>	<b>100</b>	Sq.ft.		
	Providing and fixing Full height Cabinet made out of made out of 19 mm BWR ply, 6 mm thk. Ply for back finished and 4" skirting throughout. There will be vertical dividers of same block boards at maximum 4 ft apart on which the shutters will be fitted with stainless steel hinge. All exposed surfaces are finished with 1.0 mm thk. Laminate of approved make & colour shade and inner surface finished with 1 coat primer and 2 coat synthetic enamel paint. All exposed edge finished with white beach/teak wood moulding, lipping with melamine polished. Polishing will be of the same color as that of lamination i.e., of Cedar finish. Cost of all fitting like s/s Hinges, locks, magnetic catches, tower bolt, "D" type Matt finish S.S. Handles and all necessary hardware shall be inclusive, all complete. As per drawing and instruction.				
<b>I.</b>	<b>LOW HT. STORAGES (1'-6" DEPTH X 2'-6" HT.) (BACK CREDENZA)</b>	<b>75</b>	Sq.ft.		
	Providing and fixing Low height Cabinet made out of made out of 19 mm BWR ply, 6 mm thk. Ply for back finished and 4" skirting throughout. Division of shutters shall be made equally according to the length of the storage. A 19 mm thk. Fixed BWR Ply shelf on battens shall be provided at 16" intervals from the base. All exposed surfaces are finished with 1.0 mm thk. Laminate of approved make & colour shade and inner surface finished with 1 coat primer and 2 coat synthetic enamel paint. All exposed edge finished with white beach/teak wood moulding, lipping with melamine polished. Polishing will be of the same color as that of lamination i.e., of Cedar finish. Cost of all fitting like s/s Hinges, locks, magnetic catches, tower bolt, "D" type Matt finish S.S. Handles and all necessary hardware shall be inclusive, all complete. As per drawing and instruction.				
<b>J.</b>	<b>SOFT BOARD</b>	<b>20</b>	Sq.ft.		
	Soft board with necessary framework with 12 mm BWR plywood on top 12 jolly board to be fixed finished with fabric with necessary moulding duly polished along the periphery.				
<b>K.</b>	<b>Notice Board 3' x 2' Acrylic 6 mm sheet with SS Bolt</b>	<b>1</b>	Nos.		
<b>L.</b>	<b>PLYWOOD CLADDING</b>				
L.1	Banking & Customer Area (5'-0" height)	<b>600</b>	Sq.ft.		
	Providing and fixing 18 mm. thk. Plywood cladding to all internal brickwalls and Columns finished with 1 mm thk. Laminate (approved make & colour) on faces with 0.5" moulding on top.				
<b>M.</b>	<b>P.O.P &amp; PAINTING</b>				
	Ceiling painting & P.O.P. : Providing & applying Three coats of Plastic Emulsion paint of approved make to internal ceiling in approved colour over a coat of water based primer including preparation of surface by thorough cleaning as per manufacturers specifications to give a smooth and even surface. Complete as directed by Architect. Wall painting & P.O.P. : Providing & applying three coats of Acrylic Emulsion paint of desired shade, of approved make on internal wall surfaces wherever required at all heights to give an even and uniform shade , applied over a coat of primer and putty "Alter or Wall care "or approved equivalent as per manufactured specification fully to give a smooth and even surface including thoroughly brushing the surface free from water / mortar dropping and other forging matter and sand paper smooth, complete as per manufacturers specifications and as directed.				
M.1	Celling Painting & P.O.P. (without strong room )	<b>250</b>	Sq.ft.		
M.2	Wall Painting & P.O.P.	<b>1400</b>	Sq.ft.		

SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
N.	SUGGESTION BOX & CHEQUE DEPOSIT BOX				
	Providing and fixing suggestion box & cheque deposit box 1'-6" x 1'-6" x 6" with 1" wide slit for inserting cheques & letters (individual) made out of 18 mm BWR block board and finished with 1.0 mm thk laminate & inside to be synthetic enamel painted.A 1" high slit & small door with key and locking arrangement to be done for dropping & taking out the slips, all complete as per instruction.				
N.1	Suggestion box	1	No.		
N.2	Cheque deposit box	1	No.		
O.	TRAP DOOR & BOXING FOR ROLLING SHUTTERS	30	Sq.ft.		
	Providing and fixing trap doors consisting of 1/4" thk. Marine ply shutters with a clear opening of 4.5" opening for smooth operation of shutters and rest is closed with mirror screws (for opening for servicing). The shutters shall be finished with approved 2.0 mm Aluminium composite sheet, frame of 2" x 1 ½" teak wood sections shall be provided for proper supprot and strength. Rate shall be inclusive of necessary fittings like hinges, ball catches, tower bolts, etc. Complete as per the instructions of Architect.				
P.	MAIN PANEL ENCASEMENT	35	Sq.ft.	180	
	Providing & Fixing 3" X 1 1/2" c.p.t.wood frame work to the wall along with 18 mm thick Commercial ply with 1.0 mm thick of approved make/color laminate with teak wood battens strips of 1" X 1" in tapered fashion of approved shade fixed with box hinges & bedding patti finish with 3 coats of polish & providing Handles, Locks etc., of approved make/design colour etc. Complete as per instructions of Architect.				
	TOTAL INTERIOR FURNISHING WORKS				
IN WORDS :					
	Excluded Items				
1	All civil works including demolish work, brick work , Plastering, Flooring work, Tiles Work , R.C.C. work.				
2	Grill, Collapsible gate & Rolling shutter				
3	Plumbing & Sanitary work and Sanitary fittings & fixture work.				
4	Any type Metal Paint				
5	Any type Sofa, Chair, Carpet				
6	Door & Grill ventilator of strong room.				

## INTERIOR FURNISHING WORK OF ATM B.O.Q. - RAGHUNATHGANJ BRANCH.

SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
A. 1	<b>False Ceiling - Gypsum Board:</b>	35	Sq.ft.		
	<p>Providing &amp; Fixing suspended gypsum false ceiling, which includes providing and fixing G.I. Perimeter channels of size 0.55mm thick having one flange of 20mm and another flange of 30mm &amp; a web of 27mm along with perimeter of ceiling screws fixed to brick wall / partition with the help of nylon sleeves and screws at 600mm centers then suspending G.I. Intermediate channels of size 45mm X 0.9mm thick with 2 flanges of 15mm each from the soffit at 1220mm centers with ceiling angle of width 25 X 10mm X 0.55mm thick fixed to soffit with G.I. &amp; steel expansion fasteners only, "Fastners" shall be used for ceiling supports. Ceiling section of 0.55mm thickness having knurled verb of 51.5mm &amp; two flanges of 26mm each with lips of 10.5mm are then fixed to the intermediate channel with the help of connecting clips &amp; in direction perpendicular to the intermediate channel at 457mm centers. 12.5mm tapered edge gyp board (Conforming to IS-2095-1982) is then screws fixed to ceiling to ceiling section with 25mm dry wait at 230mm centers, additional supports for AC grill shall be fixed as per instructions and AC Plan / Section / Layout. Screw fixing is done mechanically either with screw driver of drilling machine with suitable attachment. The boards are to be jointed and finish so as having a flush look, which includes filling and finishing the tapered and square edges of the boards with jointing compound, paper tape &amp; two coats of primer suitable for Gyp board. Note :- For light fittings, grills diffusers and cutouts, speakers, fire detectors etc. have to be made with the frame of perimeter channels of size 20 X 27 X 30mm X 0.545mm thick, supported suitably as per direction of Architect, Electric or A.C. Consultants &amp; shown as per detail drawing without additional payments. Entire false ceiling shall be finish with 3 coats of ICI. Plastic emulsion paint with necessary scraping, putty, leveling &amp; smooth finish with scaffolding, cleaning etc.</p> <p>Note:-Area of the False Ceiling will be measured in plan i.e. wall to wall. If Any Existing false ceiling should be removed along with debris out of compound without any extra charge.</p>				
B.	<b>Wooden Double Skin Solid Partition With Both Sides Laminate Finish</b>	85	Sq.ft.		
	<p>Supply &amp; Erecting Solid Partition as per drawing &amp; conforming to the following specification:</p> <p><b>Basic Framework:</b> Well seasoned Malaysian Sall wood sections, treated with two coats of wood preservatives, 50 x 50 mm (minimum) at maximum 2 ft horizontal and vertical spacing as per site condition. Vertical member shall be suitably anchored at floor level to ensure rigidity</p> <p><b>Skin Membrane:</b> 6 mm BWR grade Ply wood on each face with 2 mm groves as per drawing / instruction.</p> <p><b>Finishing:</b> 1.0 mm thk. laminate sheet of combination shades as per instruction (as approved make) on both face</p> <p><b>Skirting:</b> The Partition will be finished with 4" wide Skirting finished with 1.0 mm thick Bank's approved colour laminate of approved make on both sides.</p> <p><b>Note:</b> Quoted Rates shall include all necessary material, accessories and also allow provisions for electrical / Telephone / Computer wiring conduits and switch boxes etc. (Materials of wiring conduits and switch boxes shall be separately paid for) The work to be completed as per instruction.</p>				
C.	<b>STORAGE UNIT</b>	25	Sq.ft.		
	<p>Providing and fixing Full height Cabinet made out of made out of 19 mm BWR ply, 6 mm thk. Ply for back finished and 4" skirting throughout. There will be vertical dividers of same block boards at maximum 4 ft apart on which the shutters will be fitted with stainless steel hinge. All exposed surfaces are finished with 1.0 mm thk. Laminate of approved make &amp; colour shade and inner surface finished with 1 coat primer and 2 coat synthetic enamel paint. All exposed edge finished with white beach/teak wood moulding, lipping with melamine polished. Polishing will be of the same color as that of lamination i.e., of Cedar finish. Cost of all fitting like s/s Hinges, locks, magnetic catches, tower bolt, "D" type Matt finish S.S. Handles and all necessary hardware shall be inclusive, all complete. As per drawing and instruction.</p>				
D.	<b>DOOR</b>				



SR.NO	DESCRIPTION	QTY.	UNIT	RATE (Rs.)	AMOUNT (Rs.)
	Providing and fixing solid core flush door of 38 mm thk. Finished with 1 mm thk. approved colour laminate . A wooden cover moulding of 3"x3/4" thk. white beech /teak wood with polish shall be provided. 8 mm thk. clear float glass with etching (approved design) shall be provided with 1 1/2"x3/4" thk. White beech/teak wood moulding with polish for partly glazed door. In case of vision panel door 18"x9" made out of 8 mm thk. Clear glass with moulding with polish to be provided. The rate shall be inclusive of 4" s/s hinges, door stopper, screws, 10" 'H' shape s/s handle (Kitch), dead lock, key hole cover, tower bolt, door closer of approved make. All edges of the door to be covered with necessary lipping with polish. The work should be completed as per specification, design and approval of Architect. Note: Wooden door frame fixed to the wall shall have 4" x2 1/2" Teak wood / sal wood (seasoned) section with natural polish. The doors fitted with door closers shall be provided 3" x 1 1/2" white beech / Teak wood section with natural polish for door frame work.				
D.1	Wooden partition door with vision panel - (WPD-2)- 2'-6" x 6'-6"	1	Nos.		
D.2	MAIN ENTRANCE DOOR CUM FIXED GLAZING <b>with sticker design bank's name,logo,etching,band etc</b>				
	a) Openable Portion	20	Sq.ft.		
	b) Fixed Portion	30	Sq.ft.		
	Providing & fixing fully glazed pivoted door at the main entrance consists of 6"x2" c.p.t. wood frame for top rail and 4"x2" c.p.t. wood frame for bottom rail finished with 1.0 mm thk laminate, sides with 1" X 1" c.p.t.wood mouldings of approved design. <b>12mm thk. toughened glass with sand blasting /etching</b> & finish handle (1'-0" long- both inside & outside) to be fixed on both sides & proper locking arrangement in bottom rail to be done. The rate should include lipping, moulding, beading, sticker design bank's name, logo, Pull & Push Plate, & heavy duty floor spring of approved make. The work to be completed as per drawing and instruction.				
E.	<b>ACP PANELING</b>	150	Sq.ft.		
	Supplying , fabricating and installing Aluminium Composite Panel (as per approved colours) Cladding to walls and door , comprising of 4mm thick (0.5 mm + 3 mm + 0.5 mm ) approved brand acp material with back Al frame work in 0 level with joints and sizes as per front elevation working drawing. All complete with approved aluminium sub structure, aluminium brackets ,silicon sealants(all the joints shall in 5 mm grooves filled up with black silicon sealant), gaskets , PVDF coating etc. all compete including bird / vermin proof closer at the bottom and flashing.				
F.	<b>Display Boards for Bank's Advertisement</b>	1	Nos.		
	Providing & fixing in position fameless double Acrylic transparent sheets 2'-6" x 1'-6" mounted with studs on the wall (poster to be sandwiched in between) for display of Bank's advertisement inserted on it. Outer sheet is 5 mm thick and beveled crystal edge polished for 3/4" at 8-10 degrees on all sides in the front. Rear sheet is 5 mm thick flat. Rate inclusive of S1 grade aluminium.				
G.	<b>PAINTING &amp; P.O.P.</b>	135	Sq.ft.		
	Ceiling painting & P.O.P. : Providing & applying Three coats of Plastic Emulsion paint of approved make to internal ceiling in approved colour over a coat of water based primer including preparation of surface by thorough cleaning as per manufacturers specifications to give a smooth and even surface. Complete as directed by Architect. Wall painting & P.O.P. : Providing & applying three coats of Acrylic Emulsion paint of desired shade, of approved make on internal wall surfaces wherever required at all heights to give an even and uniform shade , applied over a coat of primer and putty "Alter or Wall care "or approved equivalent as per manufactured specification fully to give a smooth and even surface including thoroughly brushing the surface free from water / mortar dropping and other forging matter and sand paper smooth, complete as per manufacturers specifications and as directed.				
H.	<b>TRAP DOOR &amp;BOXING FOR ROLLING SHUTTERS</b>	30	Sq.ft.		
	Providing and fixing trap doors consisting of 1/4" thk. Marine ply shutters with a clear opening of 4.5" opening for smooth operation of shutters and rest is closed with mirror screws (for opening for servicing). The shutters shall be finished with approved 2.0 mm Aluminium composite sheet, frame of 2" x 1 1/2" teak wood sections shall be provided for proper supprot and strength. Rate shall be inclusive of necessary fittings like hinges, ball catches, tower bolts, etc. Complete as per the instructions of Architect.				
<b>TOTAL INTERIOR FURNISHING WORKS</b>					
<b>IN WORDS :</b>					
<b>Excluded Items</b>					
1	All civil works including demolish work, brick work , Plastering, Flooring work, Tiles Work , R.C.C. work.				
2	Grill, Collapsible gate & Rolling shutter & Any type Metal Paint				



**B.O.Q. FOR UCO BANK  
RAGHUNATHGANJ BRANCH, MURSHIDABAD  
ARCHI SPACE CONSULTANT**

**SUMMARY**

SL. NO.	DESCRIPTION	AMOUNT (Rs.)
1	INTERIOR WORKS OF BANKING AREA	
2	INTERIOR WORKS OF ATM	
	TOTAL (1+2)	

Note:

Cost including all material, labour and Transport charges etc., all complete. The work to be completed as per design, specification and approval of the

## UCO BANK - RAGHUNATHGANJ BRANCH, MURSHIDABAD

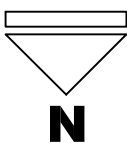
### LIST OF APPROVED MATERIALS FOR INTERIOR FURNISHING WORK

Sl.No.	Items	Approved make
1	False Ceiling	Armstrong / India Gypsum
2	Wood Frame Work / Wood Section	Malaysian Sal
3	Wood Skirting / Moulding / Lipping / Bidding	White Beach / White Ceder
4	Door frame	Teak wood /Sal Wood
5	BWR Ply / Block board with ISI mark	Alishan/ Sylvan/ Green/ Century/ Avenger/ Satabdi/ Globe
6	Flush Door	Alishan/ Sylvan/ Green/ Century/ Avenger/ Satabdi/ Globe
7	Laminate ( 1.0 mm thk.)	Sunmica / Euromica / Green lam /Merino / Century/ Airolam
8	Door Closure ( Heavy Duty )	Godrej / Archi / Sterling ( DC 2000)
9	Floor Spring ( Heavy Duty )	Godrej / Archi / Sterling ( FS 3000 )
10	Door Lock ( Dead )	Godrej / Hafele /Hettich / Kich /Doorset / 4C Acme ( ML – REG – SS )
11	Door Handles ( 'H' Shape)	Godrej / Hafele /Hettich / Kich /Doorset / 4C Acme ( PHG – HSS )
12	Drawer / Storage Handle ( 4" / 6" )	Kich /Neki / Hassley/EGL ( HMS –B – 9122 / 9123)
13	Drawer / Storage Lock ( Multipurpose )	Ebco / Hafele /Hettich / Doorset / Godrej / Kombo ( 502)
14	Screws	GKW / Nettle fold
15	Hinges	CIEF
16	Sliding Telescopic Drawer Channel	Ebco / Kombo
17	Key Board Tray ( Metal)	Ebco / Innofitt Systems ( KD 510. M)
18	Cable Organiser	Ebco / Innofitt Systems ( CM 63.C )
19	Adhesive	Fevicol SH / Fevimate TL
20	Aluminium Door Frame	Jindal
21	Soft Board	Jolly Board
22	Vertical Blinds	Mac / Annums / Window Fashion
23	Glass	Modi /Ashai / Saint Gobain
24	A.C.P	Alu Decor / Alu Bond / Alstone/ Wonder Alu board Accura
25	Paints	(Synthetic Enamel / Acrylic Emulsion) Asain Paints ( Colour World) / Berger (Colour Bank )
26	All other items not covered above	As per sample approved by Employer/Consultant








**UCO BANK**  
Vill-Jangipara, Sahebpur  
Bazar(1st floor),  
P.S.-Raghunathganj,  
Murshidabad,  
PIN.-742213, W.B.

DRAWN BY :  
*Sayanti Ghosh*



45B,BAGHAJATIN PLACE, "AMELLIA APARTMENT", (G FLOOR).  
BINNAGAR, NEAR BAGHAJATIN STATION, KOLKATA - 700086.  
MOB NO. - (+91)9830006396/ (+91)9830061408

PARTICULARS	
	Column
	R.C.C. wall
	Existing Brick wall
	Proposed Brick wall
	Wooden Partition

BUILT-UP AREA of BANK	: 1235.07 sq. ft.
BUILT-UP AREA of ATM	: 118.88 sq. ft.
<b>TOTAL BUILT-UP AREA</b>	<b>: 1353.95 sq. ft.</b>

Carpet Area of Bank	: 940.69 sq. ft.
Carpet Area of ATM	: 59.31 sq. ft.
<hr/>	
TOTAL CARPET AREA	: 1000.00 sq. ft.

(Net Carpet area excluding columns, and all internal brick wall , R.C.C. wall, Toilet Area, Kitchen Area, Stair Case, etc..)

MOBILE BANKING AREA : 288 sq. ft.

### AREA DETAILS :

NOS.	PARTICULARS	LENGTH	BREADTH	AREA (IN SQ FT )
1.	Manager's Room	11'-9"	7'-0"	85.47
2.	Officer's Area			148.11
3.	Cash Cabins (2 Nos.)			77.91
4.	Customer / Banking Area			423.03
5.	Record Room	7'-11"	6'-2"	53.51
6.	Strong Room	7'-4"	9'-0"	68.09
7.	Passage Area			84.57
		TOTAL		940.69
8.	Kitchen	7'-4"	6'-3"	47.14
9.	Gent's Toilet	7'-4"	7'-0"	40.91
10.	Ladies Toilet	2'-10"	3'-0"	9.23
11.	ATM			59.31

## SCHEDULE OF DOOR & WINDOW

TYPE	DESCRIPTION	WIDTH X HEIGHT (FT-INCH)	NOS.	REMARKS
WPGD-1	Wooden Partly Glazed Door	2'-8" x 6'-6"	1	Fixed in Partition wall with auto door closer
WPGD-2		2'-6" x 6'-6"	3	
WPD-1	Wooden Partition Door	2'-8" x 6'-6"	2	
WPD-2 (ATM)	Wooden Partition Door	2'-6" x 6'-6"	1	
FD	Flap Door	2'-8" x 5'-0"	1	
GD-1	Glazed Door	5'-0" x 6'-6"	1	½" Toughened glass in pivot
GD-2 (ATM)	Glazed Door	3'-0" x 6'-6"	1	
CG-1	Collapsible Gate	5'-0" x 6'-6"	1	Fixed in masonry wall
CG-2		3'-6" x 6'-6"	1	
CG-3 (ATM)		7'-0" x 6'-6"	1	
ECG	Collapsible Gate	2'-5" x 6'-6"	1	Existing Collapsible Gate
ECG-1		3'-0" x 6'-6"	1	
E.R.S	Rolling Shutter	7'-5" x 7'-0"	1	Existing Rolling Shutter
R.S.-1	Rolling Shutter	5'-0" x 7'-0"	1	Fixed in masonry wall
R.S.-2		7'-0" x 7'-0"	1	
D1	Flush Door	3'-6" x 6'-6"	1	
ED	Existing Door		5	Existing Door
SD	Strong Room Door	As per Uco Bank Specification		
V	Grill Ventilator	As per Uco Bank Specification		
EW1	Existing window	4'-5" x 3'-9"	1	Existing window Aluminium frame with grill fitting
EW2	Existing window	2'-6" x 2'-0"	2	
EW3	Existing window	4'-11" x 3'-9"	3	
EW4	Existing window	2'-4" x 3'-4"	1	
EW5	Ext. Louwer window	2'-0" x 3'-0"	2	

Reference :

1. Site visit of the Architect on 19.01.17
2. Submission of Preliminary

Drawing on 24.01.17