

CZO/GAD/2019-20/44

Dated: 14.06.2019

General Manager  
Strategic Planning Department  
UCO Bank, Head Office  
KOLKATA

**Re: Inviting Tenders for TENDER FOR THE FURNISHING OF ZONAL OFFICE (SME Office)**

Please find enclosed tender papers for up loading the papers on website TENDER FOR THE FURNISHING OF ZONAL OFFICE (SME SECTION). We are enclosing herewith soft copy of the material available on website on 15.01.2019. We also add that the opening date of receiving the tenders will be 24.06.2019 and removal date for receiving the tender will be 24.06.2019.

This is for your information and necessary doing.

  
(D.K. Aggarwal)  
Dy Zonal Head



Encls: As above.

अंचल कार्यालय :: बैंक स्क्वायर, सेक्टर 17 बी, चंडीगढ़ - 160017  
Zonal Office :: Bank Square, Sector 17-B, Chandigarh - 160017  
दूरभाष : Phone:-0172-2701942, 5062794, फैक्स न. 0172-2703016 ई मेल E-mail: zo.chng@ucobank.co.in

FOR FEE OF RS.1000/- IN SHAPE OF DD IN FAVOUR OF UCO BANK, CHANDIGARH  
ALL BE DEPOSITED BY THE CONTRACTORS ALONG WITH SUBMISSION OF TENDERS.  
ERNEST MONEY OF RS.10000/- IN SHAPE OF DD IN FAVOUR OF UCO BANK,  
CHANDIGARH SHALL BE DEPOSITED BY THE CONTRACTORS ALONG WITH SUBMISSION  
OF TENDERS.  
ONLY CONTRACTORS EMPANELLED WITH UCO BANK ZO CHANDIGARH ZONE ARE  
ELIGIBLE TO APPLY.

ISSUED TO M/S \_\_\_\_\_

**TENDER DOCUMENT**

**FOR**

**FURNISHING OF**  
**UCO BANK**  
**AT**  
**ZONAL OFFICE CHANDIGARH**  
**(SME OFFICE)**

**OFFICE OF THE**  
**DEPUTY GENERAL MANAGER**  
**UCO BANK, Z.O. S.C.O. NO. 55-57, 1<sup>st</sup> FLOOR,**  
**SECTOR 17-B, CHANDIGARH - 160017**

**ARCHITECTS:**

**SAMYAK SANSTHAAN T.C PVT. LTD.**

H. NO. 130, 2<sup>nd</sup> FLOOR,  
SECTOR-9, PANCHKULA-134113  
PHONE: 0172-466413  
MOBILE: 09815022130

Tender available on website:	15.06.2019
Last Date & time for receiving: of sealed tender.	24.06.2019 at 2:00 p.m.
Place and date of opening	24.06.2019 at 3:00 p.m. in the Office of Chief Officer, Uco Bank, S.C.O. 55-57, 1st Floor, Zonal Office, Sector 17-B, Bank square, Chandigarh.

**DETAILS OF TENDER****TENDER FOR THE FURNISHING OF UCO BANK AT ZONAL OFFICE, CHANDIGARH**

1. Details of work to be done : Interior / Furnishing & Allied electrical works for Uco Bank, at ZONAL OFFICE, CHANDIGARH (For SME Section).
2. Form of Contract : Item wise rate
3. Earnest Money : Rs. 10,000/- (Ten thousand only) in form of Demand draft in favour of Uco Bank payable at Chandigarh.
4. Period of contract / Time of Completion : 3 Weeks
4. Liquidated damages for non-Completion of work in time : 1.0% of the contract value per week subject to a max of 10% of the Contract value.
5. Defect Liability Period : 12 months (Twelve months) from the Date of virtual completion as certified By Architect / employer.
6. Retention amount for 12 months: 8% of the total bill.
7. Period of submitting of Final bill. : 15 days form the date of completion.
8. Mobilization Advance / Secured Advance : No. Mobilization Advance / secured Advance will be given to the Contractor.

**Chief Officer, Uco Bank,  
S.C.O. 55-57, 1<sup>st</sup> Floor, Zonal Office,  
Sector 17-B, Bank Square, Chandigarh.**



**TENDER FOR THE FURNISHING OF UCO BANK AT ZONAL OFFICE, CHANDIGARH**  
**GENERAL CONDITIONS**

1. The Contractor shall sign each page of this tender.
2. Payment to the Contractor Agency shall be made as per actual work done at site.
3. Quantity of work may increase or decrease at site as per requirement, which shall not affect the rates quoted by the contractor.
4. Furnishing works including electrical works etc. shall be done to the complete satisfaction of Bank and Architect-in-charge.
5. All teak / Cedar wood / rubber wood to be used should be knotless which is to be polished with all background surface preparation coarses maintaining the visibility of wood grains.
6. The contractor agency shall keep particular vigil on his workers / carpenters / painters etc. to maintain very good workmanship of all items, failing which no payment shall be made and no claim of material / labour used shall be made to him in any case, and the same work shall be executed by him again without charging any extra cost.
7. All rates shall be quoted in words & figures & any cutting over writing shall be signed.
8. All items to be executed as per drawings, if any change is required, the same shall be brought to the notice of Architect-in-Charge.
9. Any tender / quotation containing clerical or arithmetical mistakes shall be rejected.
10. Any addition, alteration or correction shall be signed and stamped properly.
11. Contractor agencies are advised (before quoting the rates) to inspect the site of the proposed work. He must go through all drawings and specifications and documents.
12. The Bank reserves the right to accept / reject any tender / quotation without assigning any reason.
13. The Contractor agency should have already executed works of furnishing interiors & exterior, civil works of very good workmanship.
14. Quality of material and workmanship rejected by the Architect / Concerned Authorities shall be removed immediately by the contractor and rectified / replaced.
15. No advance payment shall be made to the Contractor on supply of any material supplied at site for execution. Payment shall only be made on execution of any concerned / particular item.
16. The rates shall include the cost of coat of anti termite treatment on all wooden frame work and all commercial ply / board used for partitions and paneling, furniture etc. The contractor/s shall have to dismantle & dispose the existing counters, tables & partitions within the quoted cost of the total furnishing works.
17. Rates for partitions, paneling, wall cladding and false ceiling shall include cutting and making good of necessary cut-outs/chiseling to be made for electrical conduits, switch boards etc.
18. Bank shall not be responsible for any lose or damage to the contractor/labour due to any natural calamity during the course of construction. Contractor is liable to make good all the damages if any, till the work is completed and handed over to the Bank authorities.

- Any payment to the contractor on account of execution of work, whether it is running payment or final, shall be verified by the Architect-in-Charge.
20. Unless, otherwise mentioned all materials to be used shall be I.S.I. marked. Failure to do so, the work may be rejected and in that case contractor shall have to remove the defective materials and replace / re-do the work for which no claim shall be entertained.
  21. The total work shall be supervised by the Architect-in-Charge and he/she shall be kept fully informed by the contractor regarding the progress of work.
  22. Bank may award the work in part or whole to a single party or any other party.
  23. It may please be noted that the Bank is not bound to allot the work to the lowest party. And as such, the allotment of work shall be based on workability of rates quoted by the contractor on account of quality work.
  24. The bank reserves the right to reject any or all the tenders without assigning any reason whatsoever.
  25. The earnest money deposited shall not carry any interest and will be refunded to the unsuccessful tenderers.
  26. Earnest money paid by the contractor shall be forfeited by the Bank if contractor fails to undertake the job if he is communicated about acceptance his rates/tender.
  27. The contractor shall take all the necessary precautions while working and to safe guard adjacent property, Bank's property, Bank's Employees, and traffic persons.
  28. All the rates quoted are inclusive of removal of existing counters, partitions, wiring, rubbish/ debris collected during the progress of work, rejected materials etc.
  29. The contractor shall not directly or indirectly sublet the work to other party without written permission of the Bank.
  30. The quantities mentioned in schedule are provisional and likely to increase/decrease to any extent or may be omitted thus altering the aggregate value of the contract. No claim for loss of profit / business shall be entertained on this account.
  31. The Bank reserves the right to distribute the work for which quotations have been called, among more than one parties, if found necessary. No claim in this respect shall be considered and the contractor agrees to cooperate with other agencies appointed by the Bank.
  32. All the workers of the contractor must be properly covered by an insurance policy under "Workman's Compensation act" and "Fatal Accidents Act". The contractor at his own expenses arrange to effect and maintain until the virtual completion of the contract, insurance policy in the joint name of Bank and the contractor against this risk to be retained by the Bank until the virtual completion of the work, and indemnify the Bank from all the liabilities arising out of such events. In case of delay, contractor shall arrange to extend insurance policy till work is completed.
  33. All the work should be completed within the specified period in the tender. If the work is delayed due to the reasons beyond the control of the contractor, he should keep intimating the Bank explaining, therein the reasons for such delays, immediately and if in the opinion Bank's authorities the delay is justified, the contractor shall be granted extension in time limit.



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

**CONTRACTOR**

**UCO BANK**

**TENDER FOR THE FURNISHING OF UCO BANK AT ZONAL OFFICE, CHANDIGARH****FOR FURNISHING WORK TO BE USED.**

<b><u>DESCRIPTION</u></b>	<b><u>BRAND</u></b>
a) Board / Ply	: Century, Greenply, Archid Ply.
b) Laminate	: Century, Greenlam, Formica, Sunmica, AICA Amulya Mica: 1mm th.
c) Door Closer / Floor spring	: Everite, Doorking, Sandhu ISI, Nitco. Marked.
d) Drawer & Keyboard, Slide Rails	: Earl Bihari, Ebco (Telescopic)
e) Glue for fixing commercial Board / Laminate	: Fevicol (Pidilite)
f) Glass	: Triveni, Modi Float, Saint Gobain, Asahi.
g) Mortice Latch & Lock	: Godrej.
h) Vertical Blinds	: Vista Levelor / Mac.
i) Tapestry/leather foam	: Harmony, Vimal, Bhor or as approved
j) Aluminium Sections	: Jindal/Mahavir/Hindalco
k) False Ceiling	: Gypsum marked "Gypsteel"
l) Synthetic Enamel	: Asian, Nerolac, ICI, Berger
m) Emulsion Paint/Plastic Paint	: Asian, Nerolac, ICI, Berger

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

- SFU/MCCB/ Change over switch/DB	: L&T/Siemen's/MDS Legrand.
- Voltmeter/Ampere meter	: AE/L&T.
- Armored Cable	: Gloster/ CCI/Polycab.
- PVC Insulated Wires	: Evershine KDK/Finolex/National/KEI.
- Telephone cable	: Finolex/Evershine KDK/Delton.
- Data cables & I.O's	: Lucent (Avaya)/D-link.
- Modular switch / socket / call Bell	: North west/Crabtree/Anchor Roma.
- Light fittings & Lamps	: Philips/Crompton/Wipro.
- Ceiling fan/Wall bracket fan/Exhaust fan	: Usha/Crompton/Orient.

**CONTRACTOR****UCO BANK**



# ESTIMATE FOR FURNISHING & ELECTRICAL WORK OF UCO BANK SME OFFICE AT ZONAL OFFICE SCTOR-17, CHANDIGARH.

## FURNISHING WORK

SR. NO.	DESCRIPTION	QTY.	UNIT	RATE	AMOUNT
1	<b>Dismantling work-</b>				
	Dismantling of furniture items, partitions & electrical fixtures as per the direction of bank/architect.	1	Nos.		
2	<b>CEILING REPAIR WORK-</b>				
	Repair of cracks, partition gap etc. & applying 2 coats of paint complete in all respect of bank/architect.	1	Nos.		
3	<b>FURNITURE SHIFTING WORK-</b>				
i)	Removing & shifting of work station tables from 1st floor to top floor or from top floor to 1st floor. With minor repair complete in all respect of bank/architect.	10	Nos.		
ii)	Alteration of work station table as per the size mentioned in the drawing or as directed by the architect.	4	Nos.		
4	Providing and fixing wooden partition strictly as per drgs. made of internal frame of 1 ½" x 2" partial wood placed at 2'-0" c/c vertically and horizontally with 6mm thick commercial ply on both sides. The partition shall have 9mm thick commercial ply with 1.00 mm thick laminate on both sides with horizontal grooves 3/8" x 3/8". These partitions shall have 5.00 mm thick glass (etching as per design) above 2'-6" ht. or 4'-0" ht with beading ½"x1 1/2". The rate of partition shall include providing & fixing door in partitions made as per the specifications of partition, but with complete hardware required such as latches, stopper. The low ht. partition shall have rubber-wood gola of size 3" x ¾" which shall be polished as per shade reqd.				
i)	Low height partition with 10mm bevelled glass on top.	160	SQFT		
5	<b>Full height STORAGE (4'-6" high)</b>				



STORAGE CABINETS WITH LOCKS, HANDLE  
(Must be kept loose without fixing to wall/Partition; each 5 feet storage must be made as independent (if the size is more than 10'-0") unit and all the side (back, side, front & top side) of the storage also to be finished with mica and 19mm commercial board

Providing & fixing STORAGE CABINETS of 5 feet long 2'-6" ht and 1'-4" deep as per layout plan made up of 19mm commercial board of CENTURY/ Bhutan Tuff Make and finished with 1mm thick laminate of CENTURY/ AMULYA/ GREENLAM Make, shade as approved and per detailed drawing. With BOX SIZE OF 2.5 FEET WITH 2-3 shelves made up of 19mm thick commercial board, each drawer(with lock) & cabinet(with lock) 19mm thickness portion every place must be finished with proper liping/ margin finish. In side to be painted over two coat of primer and enamel paint of approved Make and color The work includes supplying, fixing of hinges, magnetic catchers, handles, locks, teak lipping etc complete in all respects to the complete satisfaction of the Architect.

42

rft

TOTAL

**ELECTRICAL WORK**

SR. NO.	DESCRIPTION	QTY.	UNIT	RATE	AMOUNT
1	Providing & Fixing 2' x 2' recessed mounted LED Luminaire LCTLR-36-CDL of Crompton.	6	Nos.		
2	Providing & Fixing 15 W LED ROUND DOWNLIGHTER LCND-15-CDL of Crompton.	12	Nos.		
3	Providing & fixing LED tube lights 1x40W of Philips.	2	Nos.		
4	Providing & Fixing wall fans: Khaitan / Crompton Greaves / Orient.	4	Nos.		

5	<p><b>ELECTRICAL POINTS :</b>          Providing laying, fixing &amp; testing of electrical points including wiring from MCB's to switches, plate type switches, socket &amp; M.S. Modular boxes with rust proof treatment size to accommodate the required nos. of switches &amp; sockets plus circuit wiring from switches to lights/fans/fixtures etc. wherever required complete with earthing 1.00 mm<sup>2</sup> multi strand wire in 25mm dia. Unbreakable PVC conduit ISI marked with specials under floor / wall &amp; above false ceiling or making truff under / along work – stations including chase cutting, disposal of melba away from the site and repair of the same with cement mortar, copper conductor wires only will be used of approved make.</p>	20	Nos.		
6	5 Amp plug point wiring with 1.5mm sq. multi stand PVC copper wire inc. Plate switches, sockets, plugs. Etc.	4	Nos.		
7	Call-bell point wiring including Ding-dong bell with 1.5mm sq. multi strand PVC copper wire including plate switches, sockets, etc.	1	Nos.		
8	Wall Fan pts (with 2-pin socket), lights from raw power & UPS supply & exhaust fan point wiring with 1.5mm sq. from D/B to switches & fittings multi strand PVC copper wire including plate switches, sockets, etc. ( For payment no. of switches shall be counted).	1	Nos.		
9	<p><b>UPS POINTS:</b>          P/L &amp; testing electrical three point wiring /circuit wiring having individual circuits for computers with 2.5mm<sup>2</sup> Multi-strand copper PVC wire in unbreakable PVC conduits 25mm dia wall thickness 2mm thick with specials under floor / wall &amp; above false ceiling including chase cutting, disposal of malba away from the site and repair of the same with cement mortar, incl. Switches &amp; socket M.S. switch boxes with rust proof treatment size to accommodate the required nos. of Modular switches, sockets etc. &amp; plate type sockets with indicator three in one plate including earthing with 1.00 mm<sup>2</sup> multi strand wire complete in all respect.</p>				
I)	Set of 6 amp. 4 sockets & 4 switches	4	Nos.		
10	Providing and fixing of PVC conduit in wall floor including Telephone wire, M.S. box and two pin telephone sockets or R.J. – 11 plates out let incl. Testing and commissioning etc. as required.	4	Nos.		



11	Providing, laying, testing and commissioning CAT-VI/ Lucent / D-link computer networking cable in PVC conduit in floor or wall from server room to each table with I.O.'s (Socket) for entire office. (for eah table)	200	Nos.		
12	Supplying of patch chords for computers 1m & 2m length.	7	Nos.		
13	UPS SUPPLY				
i)	Providing and fixing (MCB type) DP of 63 Amp of Havells make for UPS supply.	1	Nos.		
ii)	Providing and fixing different rated MCB,s for UPS supply of Havells make.	10	Nos.		
iii)	P/F single phase 10-way D/B (Quote the cost of Box only) for UPS supply for MCB's.	1	Nos.		
14	Disconnecting, shifting and re-connecting existing UPS from 1st floor to 3rd floor complete in all respect as directed by the bank/architect.	1	jobs		
TOTAL					
GRAND TOTAL FURNISHING & ELECTRICAL WORKS					

**TENDER FOR THE FURNISHING OF UCO BANK AT ZONAL OFFICE, CHANDIGARH**

TOTAL BRANCH (FURNISHING + ELECTRICAL) = RS. \_\_\_\_\_

TOTAL ATM (furnishing + electrical): = RS. \_\_\_\_\_

Quote further discount, if any = ( - ) RS \_\_\_\_\_

NET TOTAL = RS \_\_\_\_\_

(Rupees \_\_\_\_\_)

CONTRACTOR

UCO BANK