



*Relationships beyond banking.*

**TENDER FOR INTERIOR FURNISING WORK FOR  
BANK OF INDIA  
JANGRAL BRANCH**

COPY ISSUED TO

M/S .....

PHONE NO.

MOBILE NO.

FAX NO.

E.MAIL I.D

Client

**ZONAL MANAGER**  
Bank of India  
Zonal Office,  
Gandhinagar Zone,  
Sector 16, GANDHINAGAR–

Consultant :

**Shyamal Gandhi & Associates**  
21, Virnagar society  
Nr. Gayatri hospital, Kiranpark,  
Ahmedabad - 380 013  
Phone: 079-27640161  
Fax: 079-27640161

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**TENDER DOCUMENT ISSUING LETTER**

LETTER ISSUING TENDER DOCUMENT FOR INTERIOR FURNISHING WORKS FOR BANK OF INDIA .JANGRAL,BRANCH tender document set for the interior furnishing work of BANK OF INDIA JANGRALBranch containing one Volume, totaling 1 to pages in Tender and drawings are issued.

Name of Tendered :

Address of Tendered

The Nonrefundable fee for this set of Tender Document is Rs.500/

The Tender Document is issued on

For

BANK OF INDIA

Shyamal Gandhi & Associates  
Architects & Interior designers

## LETTER SUBMITTING TENDER

To,  
The Zonal Manager,  
Bank of India,  
Gandhi agar Zone  
Sector 16,  
Gandhinagar.

Dear Sir.

With reference to the tender invited by you for the work.

I/ We hereby offer to execute the work under contract at the respective rates mentioned in the schedule of quantities.

I/ We have seen the site, understood the general conditions of contract, special conditions, additional conditions.

I/ We agree to execute the work as per specifications, general conditions of contract, special conditions and additional conditions.

I/ We deposit earnest money ₹.6000 /- by demand draft/ pay order which amount shall not carry any interest. I/we do hereby agree that the sum shall be forfeited by the bank in event our tender is accepted & I/We fail to execute the contract when required to do so.

I /we understand that you are not bound to accept the lowest or any other tender that you received.

Yours faithfully,

(Contractor)

Signature of partner/prop. of the firm.

In the presence of our banker

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**INVITATION OF TENDER**  
**MEMORANDUM OF WORK**

Bank of India invites sealed item rates tenders from Bank's empanelled contractors for the work mentioned below.

1.	Name of work	Interior furnishing work for B.O.I. JANGRALBRANCH
2.	Registration and minimum eligibility Criteria	Contractors empanelled with Bank of India having experience in such type of works. <b>The authentic certificates / testimonials in support of minimum eligibility criteria shall have to be enclosed with the tender documents failing which the tender shall be rejected out right.</b>
3	Tender fee	The blank tender forms can be obtained from the Office of the The Zonal Manager, Bank of India, GANDHINAGAR Zone Sector 16, GANDHINAGAR. between 3.00 PM to 5.00 PM from 01/02/2012 To 09/02/2012, on payment of ₹. 500/- ( Rs. Five Hundred Only) in cash or by pay order/ Demand Draft payable at GANDHINAGAR, non refundable, in favor of M/s. Shyamal Gandhi & Associates Ahmedabad or can be down loaded from Bank's web site <a href="http://www.bankofindia.com">www.bankofindia.com</a> and said payment can be made along with tender submission.
3.	Time Limit	<b>30 Days</b>
4.	Earnest Money Deposit	<b>6000 /-</b> to be submitted in the form of D.D. in favour of Bank of India, GANDHINAGAR ( <u>D.D to be enclosed with the tender with technical bid</u> )
5.	Tender documents to be downloaded from B.O.I. website <a href="http://www.bankofindia.com">www.bankofindia.com</a>	From Dt. 01/02/2012 to 09/02/2012
6	Tender fee	<b>₹.500/</b>
7.	Last date of receiving tenders.	Dt. 09/02/2012 up to 15.00 Hrs. Tenders received after this date and time will not be entertained under any circumstances.
8	Date of Opening of Tender	Technical Bid on Dt. 09/02/2012 16.00 Hrs. Price Bid on Dt. at 16-00 Hrs Date.
9	Mode of sending the Tender Documents	By hand delivery only addressed to. <b>The Zonal Manager, Bank of India, Gandhi agar Zone Sector 16, GANDHINAGAR</b>

Conditional tenders are liable to be rejected. Bank of India reserves the right to reject any or all the tenders without assigning any reasons thereof.

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## INFORMATION TO TENDERERS

Name of Work: INTERIOR works for B.O.I. JANGRAL BRANCH

1. Earnest Money Deposit : ₹.6000/- to be submitted in the form of D.D. in favour of Bank of India, GANDHINAGAR valid for 180 days
2. (A) Security Deposit : Total 10 % of tender amount as S.D. Initially 2 % to be given after the work is awarded and rest 8 % to be recovered from running bills.
3. Mode of sending the tenders in duplicate.  
In sealed cover by R PAD :  
Speed post / courier or hand delivery only. : In sealed envelope super scribed the name of work.
4. Tender validity period : 90 days
5. Time of completion : 1month/( Work shall be taken up on hand immediately after the date of issue of work order )
6. Retention Money : 10 % of tender amount.
7. Defect liability period : 12 months after issue of completion certificate. Retention money shall be released after completion of defect liability period.
8. Compensation for delay : 1% of tender amount per week but not exceeding 10 % of total contract value, there after client may arrange to get the work done through some other agency.
9. Last date of receipt of tender by R PAD /speed post /courier : As mentioned in tender notice.
10. Place of receiving Tender Copies : **The Zonal Manager,  
Bank of India,  
Gandhi agar Zone  
Sector 16,  
Gandhiagar.**
11. Minimum value of work for interim bills : ₹..3,00,000/
12. Insurance: : Workers insurance  
Contractor's risk policy

The bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reason what so ever.

1. Technical prequalification will be based on the mandatory information and supporting documents submitted along with the tender documents as well as Architect/Bank's scrutiny of the same or inspection of work carried out by the tendered.
2. The Bank of India, reserves the right that without assigning any reason there of:
  - (a) To accept or reject any tender in whole or in part.
  - (b) To increase or decrease the quantities of any item and tendered has to execute the same at the rate quoted.
3. Tenderer are requested to read the tender documents, general conditions, special conditions, drawing, specifications, schedule of quantities, etc. carefully and offer most competitive rate after visiting site. The clause of Notice Inviting tender prevails over general terms and special terms of contract.
4. The date of completion of job is the essence to this contract. The contractors are therefore requested to complete the job in the stipulated time. Any deviation with respect to time or specification Bank prejudice has right to
  - (a) Cancel / Revoke the order.

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- (b) Impose penalty up to 10 % of the total value of job.
5. Contractor in their own interest are advised to visit the site & get themselves familiarize in the prevailing situations before submitting their rates. No claim whatsoever for ignorance, misunderstanding shall be entertained later.
  6. The proposed work is to be done in new premises
  7. The contractor shall be responsible for making good in expeditions & workman like manner. Any defects, which may be found with in one years of the handing over the premises, put to beneficial use. In case contractor fails to do so, the same would be got done at his cost & risk. The cost incurred by the bank shall be deducted from the retention money or any other dues.
  8. Rates quoted shall be inclusive of all taxes, levies, duties & all charges such as freight, insurance, octroi, loading/unloading, unpacking & moving the position in site, etc. for complete item.
  9. The schedule of quantities is only approximate & all the work executed shall be paid for in accordance with the actual measurements as per relevant part of IS : 1200 : 1974 or otherwise provided.
  10. In case of any dispute, the same shall be referred to court at GANDHINAGAR and its decision shall be final & binding on both the parties.
  11. An item rate tender containing percentage below / above will be summarily rejected. However if the Tender voluntarily offers rebate for payment with in stipulated period, this may be considered.
  12. The tender documents shall be duly filled in and signed by the tenderer and shall be addressed (in sealed cover) to the office of The Zonal manager, Bank of India, Zonal office, Sector 16,GANDHINAGAR The full name and address of the tenderer and name of the work shall be written on the cover.
  13. Unit rates shall be quoted in English in figures as well as in words with reference to each item and for all items shown in the attached schedule of quantities. The amount of each item should be worked out.
  14. All entries in the documents shall be clearly written and shall be in ink. corrections if any shall be clearly made any duly signed and dated by the tenderer erasing and over writings and shall not be permitted and the tender liable for rejection.
  15. The tender shall sign and every page of the tender documents including the layout drawings attached here to.
  16. Each tender shall be signed by the tenderer with his usual signature. Tender by. Partnership of Hindu joint family firm may be signed in the firm's name by one of the partners of the Karta or Manager as the case may be or any other duly authorized representative followed by the name and designation of the person so signing. An attested copy of the partnership firm shall also be attached.. Tender by a shall be signed with the name of the company by persons authorized in this behalf and power of attorney or other satisfactory proof showing the person signing the tender as the authorized person to do such documents on behalf of the company is duly authorized to do so shall accompany the tender.
  17. Unless otherwise specified all the rates and prices in the tender shall cover sales taxes, octroi, vat, other taxes and duties, and transportation, sales tax on work contract etc.
  18. Tender not containing the full particulars as mentioned above or as called for in the special conditions is liable to summarily rejection.
  19. With their quotations the tenderer shall sign all the schedules specifications, special conditions, etc. in taken of acceptance here of. The signature on the tender schedule alone shall also be deemed to be taken as acceptance of all these.
  20. The unsealed tenders, tenders not super scribed as the prescribed tender documents, conditional and unsigned tenders, tenders containing absurd rates and amounts, tenders that are incomplete or otherwise considered defective are liable to be rejected.
  21. In the event, there are two more parties between whom the work has been split, the contractor carrying out relevant work entrusted to him shall work in close coordination without causing any delay or

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- hindrance to other agencies. Employer has the right to omit at his discretion one or more items of work when placing the order.
22. The work shall be deemed to have commenced from the date on which the contractor takes over the site or issue of work orders whichever is earlier. The site will be handed over to the contractor only on submission of initial security deposit.
  23. The contractor shall give a program for the execution of the work during the total contract period and get it approved by the employer and the Architect. In case of delay in progress of work at any stage, the employer shall issue the contractor a memo in writing pointing out the delay in progress and asking the contractor to explain the causes for the delay within 3 days of receipt of the above. The employer reserves the right to determinate the contract and forfeit the security deposit if satisfactory explanation is not offered by the contractor for delay in execution of work.
  24. It will be obligatory on the part of the tenderer to sign on each & every page of the tender & all components of the tender. Conditional tender shall be summarily rejected.
  25. The samples of all the material & work item shall be got approved from the Architect or his representative before proceeding further on the work.
  26. The drawing contains sketches showing salient features details at the various scales indicating extent of work & specifications to be followed. These can be modified by the bank from time to time in accordance with technical requirements at the site.
  27. Any damage done to the property of the bank during execution of the work shall be responsibility of the contractor & it shall be made good by him, at his cost to the entire satisfaction of Architect/Bank.
  28. The Architects shall have full power to get the material or workmanship etc. inspected & tested by an independent agency for its soundness & adequacy at the cost of contractor.
  29. The contractor shall examine all drawings before quoting & commencing of actual work & report to the Architect/Bank any discrepancies for omission & shortcomings in the drawings.
  30. The work shall be of highest standard both as regard to material & workmanship. Modern tools & first-class latest techniques shall be employed for its execution.
  31. The work shall be done as per accordance with the IBA guidelines.
  32. The work is to be done at first floor & Working branch so utmost care is to be taken so working of branch may not be disturbed.

**Signature of contractor with seal**

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## **GENERAL INSTRUCTIONS TO CONTRACTORS**

Sealed Tender in duplicate should be addressed to  
The Zonal Manager,  
Bank of India,  
Zonal office,  
Sector 16,  
Gandhinagar – 01

1. No tender will be received after 3.00 p.m. on date 09/02/2012 under any circumstances whatsoever.
  2. The contractors are not expected to include any conditions contrary to tender provisions. However, if it is necessary to include certain conditions, the same should be submitted in separate sealed cover. To facilitate the processing of offers, two separate sealed envelopes, one containing conditions or non-conditions statement and the other containing the prices tender only in the stipulated form should be submitted. All letters, enclosures, tenders etc., should be submitted in duplicate. The tenders should be put in 2<sup>nd</sup> envelopes. The covers should be suitably super scribed indicating the contents. All letters, enclosures, tenders etc., should be submitted in duplicate. The tenders should clearly indicate on each copy of the priced tender, under their full signature, whether it is the original or duplicate copy.
- A. MODE OF SUBMISSION OF TENDER:  
The tender shall be submitted in accordance with the procedure detailed herein. Specified documents shall be sealed in two envelopes of appropriate sizes and envelope should be properly super scribed as: Envelope no. 1. EMD and other documents; and envelop no. 2; prices & bill of quantities only.
- (a) ENVELOPE MARKED AS FIRST COVER:  
Envelope marked as first shall contain
- I. Earnest money deposit in the form as indicated.
  - II. Covering letter to the tender and tender documents issued by the Architects. (Excluding priced tender duly signed.)
  - III. Any comment which the tenderer desired to make in the form of a statement as brief as possible and with proper reference to the items, clauses and pages of the documents to which the comments pertain.
  - IV. The name and addresses of the bankers to the tenderer.
  - V. Complete set of tender drawings with signature of the tenderer and seal.
  - VI. Whether the tendering firm has ever been black listed ? If yes, give details.
  - VII. certificate of performance from their previous clients.
  - iX. Detail about of firm - whether proprietorship, partnership, private public ltd Co., cooperative body etc.
  - X. Registration date.
  - XI. Other relevant information as per enclosed format.
  - XIi. Please take a careful note that the quoted tender price should not be indicated in any of the documents enclosed in envelope marked FIRST.
  - XV. The aforesaid information / document EMD along with tender documents (excluding priced tender) issued by the Architects should be put in the envelope marked FIRST in duplicate and duly signed by the tenderer and should
- (b) ENVELOP MARKED AS SECOND COVER:  
Envelop marked SECOND COVER shall contain only price tender in duplicate duly signed and duly filled in rates and amount in words and figures by the tenderer and should be properly sealed.

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B) OPENING OF TENDERS:

- (a) The sealed envelopes marked FIRST COVER containing the tender documents / EMD / other information as mentioned in a paragraph A (a) above shall be opened in the office of The zonal manager. on Dt. 09/02/2012 in presence of representatives of the Architects and authorized representatives of tenderer who choose to remain present.
  - (b) If the earnest money deposit and other information / documents called for are not found as prescribed in paragraph A(a) above, the tender shall be rejected.
  - (c) The tender which is found suitable technically as well as financially whose past performance is found satisfactory to carry out works of similar nature and magnitude as per the details submitted by them and who have fulfilled all other requirements as mentioned in paragraph A(a) will be considered for discussing conditions, if any and then priced tender enclosed in envelope marked as SECOND COVER will be opened of such selected contractors. on Date. Which fixed shall be informed separately to contractor The price bid of rejected tenderer keeping in view the FIRST COVER will not be opened and E.M.D. without interest will be returned to them as soon as the bank takes any decision to this effect.
  - (d) The selected contractors will be intimated by the bank regarding opening of the SECOND COVER containing priced tender. The tenderer or his authorized representative who is competent to take on the spot decision in the matter should be present. After discussing the conditions, if any, and after standardizing / withdrawing the conditions, the selected contractors will have to submit their offer in a separate cover and sealed cover containing priced tender (submitted earlier) will be opened simultaneously.
  - (e) After opening the envelope containing the offer on the standardized conditions and opening of the priced tender, no correspondence / revised offer whatsoever may be in nature, will be entertained.
  - (f) The tender shall remain open for acceptance by the bank for a period of 3 (three) months from the date of opening of the SECOND COVER containing the priced tender which may be extended further by mutual agreement and the tenderer during validity period failing which EMD will be forfeited.
  - (g) The tenderer must use only the tender forms/documents issued by the Bank. If given space falls short for furnishing the information / separate sheet may be added duly signed by the contractors.
  - (h) The bank reserves the right to reject or select the tender for opening the priced tender and also the bank will not be bound to accept the lowest tender and reserve the right to accept or reject any or all the tenders without assigning any reason whatsoever.
4. The time allowed for the completion of work will be calculated from the date of issue of work order.
  - 5 The contractor should quote in figures as well as in words the rate, the amount tendered by them. The amount for each item should be worked out and requisite totals given.
  - 6 Intending tenderers shall pay as Earnest money a sum of ₹.6000 / by Bank Draft, drawn in the name Bank of India, GANDHINAGAR payable at GANDHINAGAR A tender, which is not accompanied by such an earnest money, will not be considered. The earnest money will be returned to the tenderer if his tender is not accepted, but without any interest.
  7. The contractor whose tender is accepted will be required to furnish by way of security deposit for the due fulfillment of his contract, such sum as will amount 2 % of total tender amount, including earnest money deposit.

The security deposit shall be collected as detailed in clause in General conditions of the contract.

The EMD of the contractor whose tender is accepted shall be forfeited in full in case he does not submit the initial security deposit within the stipulated period of start the work by the stipulated date mentioned in the award letter.

8. The acceptance of the tenderer will rest with the bank which does not bind itself to accept the lowest tender, and reserves to it self the authority to reject any or all the tenders received without assignment of a reason. All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
9. Canvassing in any form with tenders is strictly prohibited and the tender submitted by the contractors who resort to canvassing will be liable to rejection.
10. All rates shall be quoted in the bill or quantities of the tender alone.
11. An item rate tender containing percentage below / above will be summarily rejected. However where a tenderer voluntarily offers a rebate for payment with in a stipulated period this may be considered.
12. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would responsible for taking instructions from the Employer / Architect shall be communicated to the Employer.
13. Special care should be taken to write the rates in figures as well as in words and the amount in figures only in such as way that interpolation is not possible. the total amount should be written both in figures and in the words. In case of figures, the words "Rs." Should be written before the figures of rupees and word "p" and after the decimal figure, e.g. Rs. 2.15 'p' and in case of words the word 'Rupees' should proceed and the word 'paise' should be written at the end, unless the rate in whole Rupees followed by words only it should invariable be upto two decimal places. While quoting the rate is in schedule of quantities, the word 'only' should be written closely following the amount and it should be written in the next line.
14. The bank does not bind itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the tender and the tender shall be bound to perform the same at the rate quoted.
15. The contractor shall give the list of his relatives if any working with the bank along with their designations address.
16. No employee of the bank is allowed to work as a contractor for a period of two years of his retirement from bank. This contract is liable to be cancelled if either the contractor or any of his employee is found at any time to be such a person who had not obtained the permission of the bank, as aforesaid before submission of the tender or engagement in the contractor's service.
17. The tender shall not be witnessed by a contractor or contractor who himself / themselves has / have tendered for the same work. Figure to observe this condition would render tender of the contractor tendering as well as witnessing the tender the tender liable to summary rejection.
18. It will be obligatory on the part of the tenderer to sign the tender documents for all the component parts and that, after the work is award, he will have to enter in to an agreement for each component with the competent authority in the bank.
19. Prices quoted by the tenderer should include all taxes, local taxes, octroi, sales tax, excise duty, sales tax on work contract etc. materials, labour, delivery, installation charges etc. no extra will be paid on any account.
20. Prices quoted by the tenderer shall remain firm during execution of the work and no escalation shall be entertained on account of variation in the prices of raw materials, labour, taxes and any Government levies etc.
21. Tenderer not interested in execution of the above work shall return blank tender and drawings together with their covering letter in a sealed envelop at the address mention above before last date of submission.

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22. Sales tax or any other tax on material or on finished work like work's contract tax, turn over tax etc. in respect of this contract shall be payable by the contractor and the bank will not entertain any claim what so ever in this respect.
23. The Contractor has to supply and adhere to the specific makes and specifications of all the items, which are mentioned below.
24. All quantities indicated in tender are approximate & are likely to change. Contractor must take actual measurement at site, before starting the work.
25. Billing to be done as per actual measurement of work done at site.
26. Contractor to furnish sample of various items to be used for approval.
27. Rates quoted in tender should be inclusive of all taxes, transportation, loading/unloading etc.
28. Work has to be got executed at site in co-ordination with various other agencies.
29. Some of the above items may not be operated at all. It will be client's / Architect's discretion. Contractor cannot claim any charges/compensation for non-operation of any items.
30. The contractors would use all the materials for various items strictly as per enclosed list of approved brands and makes and he should justify the purchase of all the materials to the Architect's and Bank's Engineer's satisfaction.
31. The contractor is instructed of get approval of all the material, fixtures, color and shade before starting the work. If required, he should provide different sample of materials for approval, before execution of work.
32. Contractor is strictly instructed to get it approved the Samples of each and every item before putting the finishing material on it.
33. No changes in the design should be done without any discussion with the Architect and for any clarification, the architects may be contacted.
35. In case the supplier found using substandard material or non-specified product or not giving top class quality of finish, serious action will be taken including rejection of the entire furniture.
34. All measurement should be taken as per I.S. 1200.
36. If the tenderer has a relative employed in any capacity with the Bank of India, he shall inform the authority calling the tenders of the fact when submitting his tender, failing which his contract may be rescinded, and if the fact subsequently comes to light, he shall be liable to make good to the Employer any loss of damage.
37. No addition of extra work outside the contract, however patty, may be carried out except under in accordance with a duly executed agreement or on a special written authority from duly authorized officer of the Employer.
38. No agreement is valid unless signed by the contractor or his duly authorized agent and by a competent person on behalf of the employer.
39. The agreement, The tender, invitation to Tender, instruction to tenderers, General condition of contract, special condition contract, specification, Drawings, Time schedules, and the rates and the amount quoted against the item of the tender schedule together with the letter of Intent awarding the work shall from the contract. if there is any conflict between any of provisions in the special conditions and any of other documents refund, the provision in the special conditions of contract shall prevail. Similarity, if there be any difference between the description in the specification and drawings and works item in the schedule of quantities, the description in the schedule of quantities shall prevail.

**Signature of contractor with seal.**

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## GENERAL CONDCTIONS OF CONTRACT

- 1 **Inspection of sites:** The contractor shall visit and examine the site and satisfy as to the nature and correct dimensions of work and facilities for obtaining material and shall obtain generally his own information on all matters affecting the execution of work. No extra charge made in consequence of any misunderstanding or incorrect information on any of these points on the ground of insufficient description will be allowed. All expenses incurred by the contractors in connection with obtaining information for submitting this tender including his visit to site and efforts in compiling the tender shall be borne by the tenderer ad no claims for reimbursement thereof shall be entertained.
- 2 **Safety Regulations:** The contractor shall take all the necessary precautions while working and to safeguard adjacent property, Bank's property, Bank's employees, and traffic persons
- 3 **Compliance to local laws:** The contractor shall conform to the provisions of any Act of the Legislature relating to the work and to the Regulation of Bye Laws of any authority. He shall also obtain the permission of the Municipality or any other Authorities if required under the existing rules.
- 4 **Site cleaning:** All the rates quoted are inclusive of removal of rubbish / debris collected during the progress of work, rejected material and clearance of site before and after the work is completed. The contractor shall arrange to remove the same immediately. If the contractor is failing to remove the same and the expenses shall be recovered from the contractor and he will not dispute for the expenses so incurred.
- 5 **Vouchers / bills:** Contractor shall upon the request of the Bank furnish bills, invoices, accounts, receipts and other vouchers for all materials brought on site to prove that the material purchased are as mentioned in the specification.
- 6 **Contractor's responsibility:** The work will from time to time be examined by Bank's Architect / Engineer, but such examination shall not in any way exonerate the contractor from the obligation to remedying any defects which may be observed at any stage of the work or after the same is completed.
- 7 **Dismissal from work:** The contractor shall upon the written request of the Bank's Architect / Engineer immediately dismiss from the work any person employed by him thereon, who may in the opinion of the authority be incompetent or misconduct himself and such person shall not be again employed on the work, without the permission of the bank.
- 8 **Order of work, etc.:** Bank reserves the right to fix the order in which the various items of work involved are to be executed. However, the contractor shall be responsible for the completion of the entire job within the item limit specified failing which liquidated damages as mentioned in clause No.49 shall be recovered from the contractor as under.
- 9 **Commencement of work:** The work must be started within **3** days upon accepting the work order and the program for carrying out the various jobs shall be drawn out in consultation with the Bank's Architect / Engineer. Adequate labour force shall be provided to complete the work within the specified period. Proper security aspects should be taken care of by adequate vigilance in view of the importance of the building. Default in compliance with the programs so finalized shall entail operation of liquidated damages as stated.
- 10 **Subletting the work:** The contractor shall not directly or indirectly sublet the work to other

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party without written permission from the bank.

- 11 **Quantities of works are provisional:** 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
- 12 **Distribution of work:** The Bank reserve the right to distribute the work for which quotation 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.
- 13 **Third party damage:** The contractor shall be responsible for all injury to persons, animals, building, and building structure, any damage to road, streets, and footpaths and shall rectify it at its own cost.
- 14 **Insurance cover:** All the workers of the contractor as well as his sub-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 the 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.
- 15 **Delay & Extension of time:** 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 applying to the Bank explaining, therein the reasons for such delays, immediately and if in the opinion of Bank's authorities the delay is justified, the contractor shall be granted extension in time limit.
- 16 **Certificate of virtual completion :** As soon as the work is completed, the contractor shall inform in writing such completion to the Bank's Architect / Engineer who will inspect the work and if satisfied will issue the certificate that the work has been virtually completed and the defects liability period shall commence from the date of such certificate.
- 17 **Defect liability period:** The defects or other faults which may appear during the defect liability period which is 12 months after the virtual completion of the work, arising in the opinion of the bank due to inferior quality of material or bad workmanship not in accordance with the contract, contractor shall make good at his own cost within a reasonable time. In case of default, Bank may employ and pay other agencies to amend and make good such defects and all expenses / damages / losses shall be recoverable by Bank or may be deducted from any money due to the contractor
- 18 **Arrangement of work:** The contractor shall organize the work in such a way that the office users or the nearby public area put to no hardships and the working of the office is not affected. The contractor shall take adequate care during the progress of work to protect the office property like stationery, furniture, etc. In case of any damage, the same shall be made good by the contractor. Contractor is agreed to work after office hours for which no extra cost shall be considered.
- 19 **Stacking of material:** The contractor is not to stack any of his material recklessly so as to endanger the safety of the building and cause any nuisance to the occupants and the public.
- 20 **Extra charges:** It must be clearly understood that all the conditions of contracts are

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intended to be strictly enforced and that no extra charges in respect of extra work will be allowed unless they are clearly outside the spirit and meaning of the condition and unless such work shall have been ordered in writing.

- 21 **Protection of material and work:** The contractor shall be responsible for storing and watching his own material and protecting the work at his own cost. The contractor and his worker will be allowed to use lift after office hours. However, no paint drums or heavy bag of cement / paint will be allowed to be taken into the lift. Any damage / spoiling of lift / floor / dado caused during such act will have to be made good by the contractor at his own expenditure.
- 22 **Water supply:** The contractor shall make his own arrangement for water required for the work. in case the water is available and supplied by the Bank, the charges for the same shall be recovered at the rate of 1% of value of the work executed. In case water supplied by the Bank, the contractor shall make his own arrangement for the storage, pipeline from point of tape of to the required location.
- 23 **Electric supply:** Electricity will be supplied by the Bank, the contractor shall make his own arrangement for providing points, wires lines, extension board wherever it is required in the premises, in and out.
- 24 **Approval of samples:** The contractor shall furnish well in time before work commence at his own cost, colour samples, samples of material or workmanship that may be called by Bank's Architect / Engineer for approval. Rates quoted shall cover for such preliminary work.
- 25 **Workmanship:** The work involved calls for a high standard of workmanship combined with speed. All the glass panes, door handles / hinges, electric fitting, fans, furniture records, floors etc. are to be thoroughly cleaned after work is completed. Any damage to the flooring, tiles, dado, paneling or any other part of the building, etc. shall be made good at the cost of the contractor to the entire satisfaction of the Bank. Contractor shall make all arrangements for shifting of furniture / records and keeping the same in its original position after he finishes the work on daily basis. The contractor at his own cost shall provide brown paper, polythene, tarpaulin etc. for protecting furniture / fixtures, paneling, electrical, fittings, records, etc.
- 26 **Interpretation of documents / drawing:** Except where otherwise provided in the contract all questions and disputes relating to the meaning of the specifications, design drawings and instructions herein before mentioned and as to the quality of workmanship or materials used for the work or as to any other question, claim, right, matter or thing whatsoever, in any way arising out of or relating to the contract, designs, drawings specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the competent authority of the Bank whose decision shall be final and binding on the contractor.
- 27 **Use of scaffolding:** The contractor shall allow the use of scaffolding erected by them to any other agency employed by the Bank during the contract period without any payment.
- 28 **Provisional Item:** If ordered by the Bank, contractor shall be required to carry out provisional items at the same conditions and rates as applicable for this contract.
- 29 **Measurements of all concealed items:** Measurements of all concealed items of work and extra item if any, shall be got recorded by the Bank's Architect / Engineer before they are checked up.

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- 30           **Measurements:**           All measurement tapes shall be of steel and all scaffolding and ladders that may be required for taking measurements shall be supplied by the contractor.
- 31           **Cleaning during the work:**       The rates quoted shall include cleaning of ceiling roses, electric switches, boards, window panes etc. after the repairing leaving the site neat and tidy from time to time.
- 32           **Complying I.S. specification:** Unless otherwise mentioned in the contract, the latest Indian Standard Code for material specifications, method of work, mode of measurements shall be followed. The payment shall be made on the basis of actual measurement of work done to be submitted along with bill
- 33           **Rate to include:** The rates quoted by the contractor shall cover for work at any height in the premises for all finished items under this contract. The rate quoted shall be inclusive of all material cost, wastage, labour, loading, profit, taxes if any, scaffolding, transport, supervision, spot light arrangement and any other means to complete the job. Octroi, sales-tax, works contract tax or any other taxes present or future to be included in the rates so quoted.
- 34           **Price Fluctuation:**       The rates quoted by the contractor shall be firm throughout the currency of contract (including extension of time if any granted) and will not be subject to any fluctuation due to variation in the cost of material or labour.
- 35           **The successful tenderer** if called upon to do so, shall obtain a letter from the approved trade manufacturer whose product is used, if found necessary by the Bank confirming that the manufacturer shall provide all the technical assistance and supervision during the execution of the work at all such places as directed and the contractor shall bear the expenses, if any, for such supervision and technical assistance supplied by the trade manufacturer.
- 36           **Testing of materials:** If at any point of time during the work, if Bank authorities desire to carry out the tests of certain materials, the contractor shall arrange for the same and submit the test report without any extra cost to the Bank.
- 37           **The contractor** shall note that they should bring to the notice of the Architect / Engineer any breakage in glass window before starting work. However, if any glass window is found to be broken during the repairing work, the same shall be replaced by the contractor at his own cost.
- 38           **Conditional tenders:**   Conditional tenders are liable to be rejected.
- 39           **Rates of non-tendered items:** The successful tenderer is bound to carry out any item of work necessary for the completion of the job even though such items are not included in schedule of quantities.
- 40           **Abandonment of work:** If in any case the 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.
- 41           **The Bank** reserves the right to accept / reject the lower or any or all tenders in part or in whole without assigning a reason therefore.
- 42           **Decision of the Bank** shall be final and binding on any matter connected with the work.

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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 the field agreed to both the parties and his opinion shall be binding on both the parties. However, this is pre course to any legal action in this regard.

- 43 **Incomplete tender:** Incomplete tender shall be summarily rejected
- 44 **When the work** has been virtually completed and Bank's Architects / Engineer has certified in writing that the work has been completed on the basis of detailed measurements and has made a final scrutiny and that there is no dispute items, rates, ad quantities, the contractor shall be entitled to the payment of the final bill in accordance with the final certificate which will be honored within the period specified in the Appendix as period of honoring final certificate.
- 45 **The contractor** shall be paid by the Bank within the period named in Appendix (period of honouring certificate) after such certificate has been delivered to the employer by the Bank's Architect / Engineer. Bank's Architect / Engineer has power to withhold any certificate in the work or any part thereof are not carried out to his satisfaction or the contractor fails to show the desired progress or fails to follow the instructions given or in case of breach of this contract.
- 46 **Earnest Money Deposit** of successful tenderer shall be treated as security deposit. The contractor should pay this amount to the Bank by DD or PO at the time of submission of tender. This amount shall be retained by the Bank till the work is virtually completed and all amounts relating thereto settled.
- 47 When the certificate of the **virtual completion** is issued to the contractor the security deposit in the form of EMD and balance to the extent of 4% of the final bill will be retained and returned to the contractor after the expiry of defect liability period (see point 5 & 6 of appendix), subject to deductions for any appropriations thereof required to be made by the Bank as per conditions of the contract. The contractor should note that no interest will be allowed on his security deposit.
- 48 The contractor is requested to **sign** each page of the quotation and put rubber stamp, seal below his signature and seal the quotation in an envelope.
- 49 **Liquidated damages:** If the contractor fails to maintain the required progress or to complete the work and clear the site or before the contract or extended date period of completion, he shall without prejudice to any other right , pay as agreed compensation amount of 1% of contract amount per week of delay subject to maximum of 10% of contract amount as liquidated damages.
- 50 **Records & measurements:** Measurements shall be taken jointly by Bank's Architect / Engineer and contractor and shall without extra charges provide assistance with appliance, labour and other things necessary for the work and measurements will be signed and dated by both the parties on completion of measurements.
- 51 **Safety measures:** The contractor at his own cost shall provide tarpaulins on the external side of the building at the time of breaking plaster etc. to safeguard adjacent property, Bank's property, employees, traffic, etc. The contractor shall follow all the safety measures while carrying out the work. Employer that is Bank shall not be liable for any compensation due to accident, any mishap or negligence.
- 52 If there is delay in commencement of work for any reason, the employer that is Bank shall

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not be liable for any compensation.

- 53 If at any point of time **during the progress**, it is observed that the contractor is not progressing the work with due diligence, care and lagging much behind the schedule or fails to gear up the work despite instructions from Bank's Architects, 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
- 54 Although the number of coats of **paints / polishing / white washing** are specified the contractor will have to additional coats if the surface is not to the satisfaction of the Bank's Architect / Engineer and there shall be no extra payment on account of such coats
- 55 **First Aid:** The contractor shall be responsible for all first aid and he shall keep the site fully equipped to meet such emergency.
- 56 **Supervision:** The contractor is required to have on site during all working hours a competent supervisor (acceptable to Bank) who will be responsible for the conduct of worker and who has authority to receive and act on such instructions issued by the Architect / Engineer of Bank.
- 57 All work shall be carried out in a **workman-like manner** to the entire satisfaction of the Architect / Engineers.
- 58 Contractor shall follow all **rules / regulations** in force and should possess the license for employing labour and also follow all safety measures, labour bye law and shall be responsible for any lapse.
- 59 **Transfer of Tender Documents:** Transfer of tender documents purchased by one intending tenderer to another is not permissible.
- 60 **Safety:** The contractor shall carry out the entire work in a workman like manner having full regard for the safety of the men working at site. All safe practices shall be strictly adhered to by the workmen of the contractor like wearing helmets, safety belts when working at heights, gloves when handling sharp objects and reinforcement, eye shields during welding, safety shoes, etc. The contractor shall protect sides of openings in floor slabs, edges of slabs, stairs, stairwells etc. with barricades, warning signs / lights and educate all his workmen regarding following safe working practices. He shall provide first aid boxes at site.
- 61 In spite of following safe methods, in case of any **unfortunate accident**, the contractor shall indemnify the employer against any expenses or claims towards treatment or compensation.
- 62 **Nuisance:** The contractor shall not any time do cause or permit anyone to do or cause any nuisance on the site or do anything which shall cause unnecessary disturbance of inconvenience to the Employer or to the owners, tenants or occupiers of other properties near the site and to the public generally.
- 63 **Rights, remedies and powers:**
- l) Termination of contract due to contractor's default. If the contractor:
- a. Abandon the contract.

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- b. At any time defaults in proceedings with the works with due diligence and continues to do so after a notice in writing of seven days from the Engineer or Project Architect or Employer, or
- c. Commits default in complying with any of the terms and conditions of the contract and does not remedy it within 7 days after a notice in writing is given to him in that behalf of the Engineer or Project Architect or Employer.
- d. Persistently disregards the instructions of the Engineer, Project Architect or contravenes any provision of the contract, or
- e. Fails to remove materials from the site or to pull down and replace work after receiving from the Engineer, Project Architect notice to the effect that the said materials or works have been rejected.
- f. Fails to complete the works or items of work on or before the stipulated date (s) of completion, and does not complete them within the period specified in a notice given in writing in that behalf by the Engineer, or Project Architect of Employer, or
- g. Offer or gives or agrees to give to any person in the Employer's service or to any other person on this behalf, any gift or consideration of any kind as an inducement or reward for doing or forbearing to do so for having done or forborne to do any act in relation to the obtaining or execution of this or any other contract for the Employer, or
- h. Shall enter into a contract with the Employer in connection with which commission has been paid or agreed to be paid by him or to his knowledge, unless the particulars of any such commission and the terms of payment thereof have previously been disclosed in writing to the Employer / Engineer, or
- i. Shall obtain a contract with the Employer as a result of ring tendering or other non-bonafide methods of competitive tendency, or
- j. Being an individual, or if a firm, any partner thereof, shall at any time be adjudged insolvent or have a receiving order or order for administration of his estate made against him or shall take any proceedings for liquidation or composition (other than a voluntary liquidation for the purpose of amalgamation or reconstruction) under any Insolvency Act for the time being in force or make any conveyance or assignment of his effects or composition or arrangement for the benefit of his creditors or support so to do, or any application be made under any Insolvency Act for the time being in force for the sequestration of his estates or if a trust deed be executed by him for benefit of his creditors, or
- k. Being a company, shall pass a resolution or the court shall make an order for the liquidation of its affairs, or a appointed or circumstances shall arise which entitle the court or debenture holders to appoint a receiver or manager, or
- l. Shall suffer an execution being levied on his goods and allow it to be continued for a period of 21 days, or
- m. Assigns, transfers, sublets (engagement of labour on a piece work basis or of labour with materials not to be incorporated in the work, shall not be deemed to be sub-letting) or attempts to assign, transfer or sub-let the entire works, or any portion thereof without the prior written approval of the employer.

- n. The Bank may, without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter as the Employer by written notice determine the contract either as a whole or in part.
- II) Upon such determination of the contract in whole or in part, the security deposit with the Employer in respect of the contract shall stand forfeited to the Employer without in any way effecting the rights of the Employer.
- III) Rights of the employer after determination of the contract due to contractor's default.
- The Engineer/Architect shall on such determination have powers to:
- a. Take possession of the site and any materials equipment, plant, implements stores etc. thereon, and / or
- b. Carry out the incomplete work by any means at the risk and cost of the contractor.
- IV) On determination of the contract in full or in part, the Engineer shall determine what amount, if any, is recoverable from the contractor for completion of the works or part of the works or in case the works or part of the works is not to be completed, the loss or damage suffered by the Employer. In determining the amount, credit shall be given to the contractor for the value of the work executed by him up to the time of cancellation or the value of contractor's materials to be present so as to record the measurements in his presence. If the contractor fails to be present in response to the notice, the recording of measurements shall be preceded with expert and the measurements as recorded shall be binding the contractor.
- V) The Bank shall have the right to use contractor's plant, machinery and materials on the balance work but shall not in any way be responsible for any damage or loss of the same and the contractor shall not be entitled to any compensation thereof.

## **GENERAL SPECIFICATIONS**

This specification are for the work to be executed items to be supplied and materials to be used in the works as shown and defined on the drawings and described here in all under the supervision and to the satisfaction of the Architect/ Employer.

the workmanship is to be the best available to a high standard. Use must of specialist tradesmen in all aspects of the works, and allowance must be in the rates for doing so.

the materials and items to be provided by the contractor shall be the best of their respective kinds, approved by the architect in accordance with any samples which may be submitted for approval and generally in accordance with the specification. Where materials or products are specified in this specifications and/ or bill of quantities by the name of the manufacture or the brand trade name or catalogue references the contractor will require to obtain the approval of the architect/ employer before using a material or product other than the specified. The contractor shall produce all invoices, vouchers or receipted accounts for any materials of called upon to do so by the architect.

Sample of all material are to be submitted to the architect for his approval before the contractor orders or delivers in bulk to the site. Also, the contractor will be required to submit finishes to colours, fabrics etc. for the approval of the architect before proceeding with the works. Should it be necessary to prepare shop drawings, then four copies of such drawings shall be submitted for the approval architect who will retain to copies, all at the contractors expenses.

### **1. MATERIALS**

The materials shall be of the best approval quality obtainable and shall comply with the respective Indian Standard Specification.

If directed, materials shall be tested in any approved Testing Laboratory and the test certificates in original shall be submitted to the Architect and the entire charges for repeated testes, if ordered shall be borne by the Constructor.

It shall be obligatory for the contractor to furnish certificate, it demanded by the Architect from manufacturer of the material supplier that the work been carried out by using their material and as per their recommendations.

All materials supplied by the employer / any other specialist firm shall be properly stores and the Contractor shall be responsible for its safe custody until they are required on the works and till the completion of work.

Unless otherwise shown on the Drawings or mentioned in the "Schedule of Quantities" or Special specifications, the quality of materials, workmanship, dimensions etc., shall be as specified herein under.

The contractor without any extra cost for carrying out field-test on materials shall provide all equipments and facilities.

### **2. GLASS:**

All glass shall be float glass of the best quality, free from specks, bubbles, smokes, veins, air holes, blisters and other defects. The kind of glass to be used shall be as mentioned in the item or specification or in the special provisions or as shown in detailed drawings thickness of glass panel shall be uniform. All glass to be approved manufacture complying with IS: 3548-1966 or as per approved quality and sample.

The compound for glazing to metal is to be special non-hardening compound manufacture for the purpose of brands and quality approved the Interior Designer.

In cutting glass, proper allowance shall be made for expansion. Each square of glazing to be in one whole sheet and after cutting the edges to be properly filled.

On completion, clean all glass inside and out, replace all cracked scratched or broken panes and leave in good condition to the satisfaction of the Architect.

The contractor shall furnish all labour, materials, and equipments required for the installation of glass and glazing items.

The glass shall be of the type, quality and substance specified in the bills of quantities.

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In case of the glass being supplied by the owners, the contractor shall take the delivery of the glass at site and shall be responsible for proper handling and stacking. We shall insure glass against theft, fire, etc.

The contractor shall replace at his own expense all broken, damaged or disfigured glass caused in the execution of the work of faulty installation, before the virtual completion of the work. Patterned or translucent glass shall be 12 mm. In thickness and shall be approved by the Architects.. The putty used for glazing metal door, window or ventilator shall conform to I.S. 420:1953.

Before installation of the glass, the contractor shall ensure against the following

1. All glazing rebates shall be square, putty, true in plane, clear, dry and free of dust.
2. The frames shall be adjusted before glazing. The weight of the glass in side hung casement causes it to drop slightly on its hinges. Before glazing the shall be set in slightly high position in its frame.
3. Glass edges shall be clean and cut to the exact size, chipped or damaged edges shall be rejected.
4. Sashes shall be glazing in the closed position and shall not be open till the putty is set.

The glass shall be set in teak wood beading or metal glazing chips and so installed to achieve water tightness.

The glazing glass shall be bedded on strips of leather or felt turned over the two sides of the glass to form packing between the glass and the metal coating. The ground glass shall be getting with smooth surface outside.

Glazing large panes of glass, or when heavy wind pressure is experienced, glazing bead may be used instead of front putty. In this case putty shall be applied to the face of the bead, which is in contact with glass. Putty would also be necessary, at the back.

Beads shall be of timber, rustproof steel or aluminum and shall have mitered corners. The position and size of the bead may depend on the thickness of glass used. The beads shall be fixed with screws 6" apart.

On completion of the job, all glass shall be thoroughly cleaned. All paint or other marks to be removed.

### **3. FASTENINGS AND HARDWARE:**

- 3.1. The fixtures and fastenings, that is, but hinges, tined strap hinges, shading door bolts, door bolts, tower bolts, door latch, bath room latch, handles, door stoppers, casement window fasteners, casement stays and ventilators catch shall be made of the metal as specified in the item or its specification.
- 3.2. They shall be of iron, brass, aluminum, chromium plated iron, chromium plated brass, copper oxidized iron copper oxidized brass or anodized aluminum as specified.
- 3.3. The fixtures shall be heavy type. The fixtures and fastenings shall be smooth finished and shall be such as will ensure ease of operation.
- 3.4. The samples of fixtures and fastenings shall be got approved as regards quality and shape before providing them in position.
- 3.5. Brass C.P fittings should be proper polish finished.
- 3.6. Screws, nails, bolts, will be of brass or non-corrosive metal. In hardware, they will match with the hardware items.
- 3.7. Nails, in a finished surface shall be nearly punched and the holes filled with wood filler matching the finish. Screws, in a finished surface will be round head. Round head or sunk beneath the surfaces and the hole plugged with a wood plug with matching colour and grain of the wood surface, unless especially detailed.

#### 4. HARDWARE

Hinges, locks, latches, door tracks etc. shall be as specified and as well as possible, by the manufacturer specified. In any variation of this quality of the substitute shall be equal to or better than the original specified, and the samples shall be submitted to the Architect for prior approval.

##### HARDWARE AND METALS

The hardware throughout shall be of approved brand and supply well made equal in every respect to the samples deposited with the architect. The contractor may be required to produce and provide samples many different sources before the architect is able to make the decision and he should allow in his rates for doing so.

Fittings generally are to match the finish of the article to be fixed and to be rounded or flat headed or counter sunk as required.

Screws are to match the finish of the article to be fixed and to be rounded or flat headed or counter sunk as required.

Cover up and protect at the brass or powder coated surfaces with a thick grease or other suitable material, renew as necessary and subsequently clean off and clear away on completion.

All steel, brass, bronze, aluminum and stainless steel articles shall be submitted to a reasonable test for strength, if so required by the architect at the contractor expenses.

##### DOOR CLOSERS

The overhead door closer shall be of EFFICIENT GADGET make of E.G. As approved by the Architect. The overhead door closer shall be of colour as approved by the Architect. Fixing of the overhead door closer shall be done by and experienced worker After successful installation of the overhead door closer the same shall be checked for speed door closing. The contractor shall make necessary adjusted operating mechanism as per manufacturer's guidelines to arrive at most suitable operating speed. The selected operating speed should remain constant on all repeated operations. If an overhead door closer is found to lose its adjusted operating speed often during warranty period then the shall have to be replaced with a new piece without charging any extra.

In case of a steel frame door the overhead door closer shall to be mounted on a special plate supplied by the manufacturer. No extra payment shall be due for such mounting plate.

The rate shall include all materials, labor, required civil work etc. complete and shall be paid per no. of overhead door closer/s installed.

#### 5. TIMBER:

Timber generally is to be the best of its kind, well and properly seasoned, of mature growth, free from worm holes large loose or dead knots or other defects and sawn die square and will not suffer warping, splitting or other defects through improper handling.

The hardwood is to be C.P. teak weighting not less than 45 lbs per cubic foot with moisture content not exceeding 12% to 14%. The moisture content of timber shall be determined according to method described in paragraph 4 of IS:287 for "Maximum permissible moisture content of Timber used for different purpose in different zones".

In measuring cross-sectional dimensions of the frame pieces tolerance upto 1.5 mm shall be allowed for each planned surface.

##### Superior Quality Indian Teak Wood :

Superior quality Indian teak wood means Dandeli, Balarshah and malabar Burma teak. It shall be of good quality and well seasoned. It shall have uniform colour, reasonably straight grains and shall be free from large, loose dead knots, cracks, shakes, warp, twosts, bends, borer, holes sal wood or defects of any kind. No individual hard and sound knot shall be more than 1 cm. In diameter and aggregate area of all knots shall not exceed ½% of the area of the piece. It shall be close gained and there shall not be less than 6 growth rings per 2.5 cm width.

##### First Class Indian Teak Wood:

First class Indian teak means C.P. and Bulsar teak of good quality and well seasoned. It shall have uniform colour reasonably straight grains and shall be free from large, loose, dead knots, cracks, shakes, warp, sound knot shall be more than 2.5 cm. In diameter and aggregated area of all knots shall not exceed 1% of the area of the piece. There shall not be less than 4 growth rings per 2.5 cm width.

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#### Second Class Indian teak Wood:

Second class Indian teak wood shall be similar to first class Indian teak wood except knot up to 4 cm diameter and aggregate area of all knots up to 11/2% of area of the piece shall be allowed. There shall not be less than 4 growth rings per 2.5 cm width.

Timber is to be cut to the required sizes and lengths as soon as practicable after the works are begun and stored under cover so that the air will circulate freely around it. Joinery is to be prepared, immediately after the placing of the contract, framed up (but not bonded) and stored until required for fixing in position, when it is to be bonded and wedged up. Any portions that warp or develop shakes or other defects are to be replaced before wedging up. The whole of the work is to be framed and finished in a proper and workman like manner, in accordance with the detailed drawings, and fitted with all necessary motets straps, belts screws etc. Running bonded joints are to be cross-tongued with teak tongues and where over 1-1/2% thick double cross tongued. Joiner's work generally is to be finished with fine class papered surfaces unless otherwise specified.

Templates boxes and moulds shall be accurately set out and rigidly constructed so as to remain accurate during the time they are in use.

Grounds are to be clean shown, free from large knots, splayed as required, plugged and fixed to walls etc. at 1'6" centers.

Wood plugs are to be put cut on twist. Patent wall plugs or plastic filling may be used in lieu of wood plugs with the approval of the Architect.

All unexposed surfaces of timber e.g. fails ceilings, backings fillets backs of doors frames backs of doors frames, cupboard framing, grounds etc. are to be treated with two coats of approved timber preservative like solignim, kirticite, termiseal or castrol or vacuum pressure impregnated with and approved water soluble timber preservative before fixing or bedding.

#### Carpentry And Joinery:

The carpenter and joiner shall include the finishing of all labour, materials, equipment, and appliances required to complete the work including the installation of hardware as per the drawing.

The timber shall be of the quality as described on the drawings or in the bills of quantities, shall be seasoned and uniform in texture, free from fungal growths, knots, waness, open shake borer holes, rot decay, discoloration, soft or spongy spots, holes, rot, decay, discoloration, soft or spongy spots, hollow pockets, patch or box heart and all other defects.

Skilled workmen, using proper tools, shall carry out all the carpenter's work. All joints shall be securely nailed without splitting the wood. Wherever it is necessary the members shall be lapped or joining by G.I Stapes or extra wood blocks. All joints and nailing shall be done in neatness, and shall be approved by the Architects. All assembly be exactly at right angles.

Finish woodwork and joinery including doors shall be surfaced with straight without any warp of bow and shall have smooth. Well-planed faces at right angles to each other. The frame members shall be planed on the three sides exposed at right angles to each other.

All joinery work shall be securely mortised and tongued with synthetic resin conforming to I.S.851-1957. Heads, posts, transoms, millions of door and window frames shall be made out of single pieces of timber only. The heads and posts shall be thought – tenoned into the mortises not less than 1/2". Solid wood panels of not less than 5" and not more than 8" in width shall be used and jointed together with tongue groove joint.

All interior wood finish doors, cabinet work shall be smoothly treated and sanded after erection, until all the defects are entirely removed. Assembled door frame without sills shall be fitted with temporary stretchers. All exposed wood and plywood shall be straight-grained method grain and colour and shall be approved by the Architects. Interior wood finished doors cabinets and other fixed wooden equipments shall be properly installed, level plumb and true. But joints shall be avoided wherever possible, if unavoidable the joint shall be leveled. All exterior angles shall be mitered. Adjoining interior wood shall match and harmonies. All woodwork in contact with masonry shall be painted with bitumen paint or red oxide paint.

#### 5.2JOINTS:

All joints will be standard, mortised and tenon, dovetail, dowel, cross-halved, metered, tongued and grooved and rebated. Nailed or glued but joints, will not be permitted exceptional cases, ailed but joints will not be accepted. All joints shall be smeared with white lead.

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Whenever solid wood is specified it shall be as per I.S.I and of good quality. The type of wood shall be got approved before collecting the same on site. Fabrication of wooden members shall be started only after approval. It shall be free from large, loose, dead or cluster knots, flows, shakes, warps, bends or any other defect. It shall be uniform in substance and of straight fibers as far as possible. It shall be free from rats, decay, harmful fungi and other defects of nature which will effect the strength, durability of it usefulness for the purpose for which it is required. The colour of wood shall be uniform as far as possible. The scantlings planks etc. shall be seen in straight lines and planes in the direction of grain and of uniform thickness.

### 5.3 FIRST CLASS TEAK WOOD:

First class teak wood shall no individual hard and sound knots, more the 6 sq. cm. In size and the aggregate area of such knots shall not more then 1% of area of piece. The timber shall be closed grained.

### 5.4 SECOND CLASS TEAK WOOD:

No individual hard and knot's shall be more than 15 sq. cm in size and aggregate area of such knot's shall not exceed 2% of the area of piece.

## 6. PAINTING

General: Wherever scaffolding is necessary, it shall be double scaffolding.

The surface shall be thoroughly brushed free from mortar droppings, and foreign matter. All steel work shall be cleaned of loose rust, mill scales, etc. so as to expose the original surface. All broken edges, cracks, loose-plaster and wavy surface be brought up either by patch plasterwork or by plaster of paris.

All materials viz. Dry distemper, oil bound distemper, oil paint, flat oil paint, synthetic enamel paint, plastic emulsion paint, cement primer, red lead and other primers and metallic paints shall conform to respective I.S. specifications and shall be obtained form approved manufacturers.

### 7. Painting- Flat / Plastic Emulsion etc.:

Ready mixed flat oil paint, plastic emulsion paint, ready mixed synthetic enamel paint, aluminum paint, etc. shall be brought in original containers and in sealed tins, if for any reason thinner is necessary, the brand and quality of thinner recommended by the manufacturer or as instructed by the Architect shall be used.

The surface shall be prepared as specified above and a coat of approved primer shall be applied. After 24 hours drying, approved or specified quality paint shall be applied evenly and smoothly. Filler putty coating may be given to give to give a smooth finish. Each coat shall be allowed to dry out thoroughly and then lightly rubbed down with sand paper and cleaned of dust before the next coat is applied. Number of coats shall be as specified in the item and if the finish of the surface is not uniform, additional coats as required shall be applied to get good and uniform finish at no extra cost. After completion no hair marks from the brush or clogging of paint puddles in the corners of panels, angles or moldings etc. shall be cleaned of stains.

Pigmented priming coat (emulsion thinned with water) followed by three or more finishing coats of plastic emulsion paint. Pasted filler to be applied every coat exempting the final finishing coat and sanded. When the final coat is applied, if directed the surface shall be rolled with a roller or if directed, it shall be stippled with a stippling brush.

## 8. POLISHING VARNISHING

### a. French Polishing :

French spirit polish shall be approved make conforming to I.S.:348. If it has to be prepared on site, dissolving 0.7 Kg shall make the polish. Of best shellac in 4.5 liters of methyl spirit without heating. To obtain required shade pigment may be added and mixed.

Surface shall be cleaned. All unevenness shall be rubbed down smooth with sand paper and well dusted. Knots, if visible, shall be covered with a preparation of red lead and glue. Resinous or loose knots and gaps shall be filled with seasoned timber pieces and made level with rest of the surface. Holes on surface shall be filled with putty made of whiting and linseed oil. Surface shall be given a coat of filler made of 2.25Kg. Of whiting in 1.5 liter of methyl spirit. When it dries, surface shall again be rubbed down perfectly smooth with sand paper and wiped clean.

Piece of clean fine cotton cloth and cotton wool into shape of pad shall be used to apply polish. The pad shall be moistened with polish and rubbed hard on the surface applying the polish sparingly but uniformly and completely over the entire surface. It shall be allowed to dry and another coat applied in the same way. To give furnishing coat the pad shall be covered with a fresh piece of clean fine cotton cloth, slightly damped with methyl Spirit and rubbed lightly and quickly with a circular motion, till the finished surface attains uniform texture and high glass.

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#### 9. PLYWOOD

Plywood for general purpose shall conform I.S. 303-1975. It shall be formed with 0.8 mm. Th. Commercial face veneers and 1.5 mm. Th. Intermediate veneers in two opposite grain direction shall be 1:1. The moisture content shall not be more than 12.5% by mass. It shall either be of approved brand as specified make or other equivalent approved make. Where B.W.P. grade is specified it should be boiling waterproof confirming to I.S. standards.

#### 10. LAMINATES:

All the laminate to be used shall be of 1.0 mm (or where specified) thickness in approved the colour and shade as proved and specified by the architect. It shall be matt finish manufactured by greenlam, or its equivalent as per sample shown by the consultant unless otherwise specified. It shall satisfy all the I.S. standards for melamine coated laminated fiberboards before the use of such fiberboard laminated. The contractor shall have to take approval of the department of each sheet of the laminates.

## LIST OF INDIAN STANDARD REFEREED TO

1. I.S. NO. 1200 – latest measurement of building and civil engineer work.
2. I.S. NO. 287 – 1973 recommendation for maximum permissible moisture content of timber used for different purpose in different climatic zones
3. I.S.NO. 1141 – 1973 code of practice for seasoning of timbers.
4. I.S.NO. 6534 – 1971 guiding principals for grading and inspection of timber.
5. I.S.NO. 1200 (part XXI) 1973.
6. I.S.NO. 3845 – 1966 code of practice for joints used in wooden furniture.
7. I.S.NO. 4450 – 1967 wooden flush doors. Type to method of test for.
8. I.S.NO. 4970 – 1973 key for identification of commercial timber.
9. I.S.NO. 3364 (part II) – 1975 methods of measurements and evaluations of defects in timber, part II converted timber.
10. I.S.NO. 1708 – 1969 methods of testing shall clear specimens of timber.
11. I.S.NO 6342 – 1971 Rose wood logs for production of sliced veneers.
12. I.S.NO 5248 – 1969Teakloges for production of sliced veneers.
13. I.S.NO. 2202 (part I) 1973. Specification for wooden flush door shutters (solid core type cat I plywood).
14. I.S.NO. 2338 (part 1) 1967 code pf practice for finishing of wood based materials part 1 operations and workmanship.
15. I.S. No. 7360 – 1975 Methods of sampling of plywood.
16. I.S.NO. 303 – 1975 Specification for plywood for general purposes.]
17. I.S.NO. 3129 – 1965 Specification for article board for insulation purposes.
18. I.S.NO. 3513 – 1966 (part – III & part iv) High and medium density wood based laminates part III general purposes. Part IV sampling test.
19. I.S. NO. 1659 – 1979 Block boards.
20. I.S.NO. 7916 – 1974 Decorative plywood using plurality or veneers for decorative faces.
21. I.S NO. 3478 – 1966 Height density wood particle boards.
22. I.S. NO. 1734 (part 1 to XX) Plywood method of test for  
Part I-General  
Part II-Plywood  
Part III-Battens
23. I.S.NO. 1328 – 1970 veneer decorative plywood.
24. I.S. NO 710 Marine ply.
25. I.S.NO 3087 – 1965 Wood particle boards (medium density)
26. I.S. NO. 3087 – 1965 Specification for synthetic rising adhesives for plywood (phonolic & Amino plastic)
27. I.S.NO. 2046 – 1969 Specification for decorative laminate.
28. I.S. NO. 8273 – 1976 Fibrous gypsum plaster boards.
29. I.S. No. 2095 – 1964 Gypsum plaster boards.
30. I.S.NO. 2542 (part 1) – 1978 Gypsum plaster concrete products, methods of test for part 1 – plaster and concrete.
31. I.S NO. 8272 – 1976 Gypsum plaster for use in the manufacture of fibers plaster boards.
32. I.S.NO. 2441 – 1963 Fixing coiling covering code of practice for.
33. I.S.NO. 2835 – 1977 Specification for flat transparent sheet glass.
34. I.S NO. 2395 (part 1) – 1966, 2395 (part 11) – 1967 painting to concrete masonry, plaster surface code of practice for part –1 operation and workmanship part II schedule.
35. I.S.NO. 3548 – 1966 Glazing in building code of practice.
36. I.S.NO 6279 – 1965 Specification for ready mixed paint brushing, matt or egg-shell flat finishing, interior.
37. I.S.NO. 137 – 1965 Specification for ready mixed paint brushing, matt or egg-shell flat finishing, interior to Indian standard colours as required.
38. I.S.NO. 133- 1975 Specification for ready mixed paint brushing, wooden coating, interior ti Indian standard colours.
39. I.S. NO 129 – 1950 Specification for enamel interior (a) under coating (b) finishing.

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40. I.S.NO. 120- 1950 Specification for ready mixed paint brushing, finishing interior oil glass, for general purposes to Indian standard colours.
41. I.S.NO. 533-1973 Specification for gum spirit of turpentine (oil of turpentine.)
42. I.S.NO. 101 – 1964 Methods of test for ready mixed paints and enamel.
43. I.S.NO. 75-1973 Specification for linseed oil, and refined.
44. I.S.NO. 77 – 1973 Specification for linseed oil, and refined.
45. I.S.NO. 124 (part1) – 1976 Specification for ready mixed paint brushing finishing semi- gloss for general purpose.
46. I.S.NO. 5884 – Specification for woolen carpets.
47. I.S.NO. 104- 1979 Specification for ready mixed paint Brushing finishing, zinc chrome primer.
48. I.S. NO 5391 – 1969 Adjustable metal chairs for use of typist and operators in telephone exchanges.
49. I.S.NO. 8756 – 1978 Ball catches for use in wooden almirahs.
50. I.S.NO 3499 – 1976 (part 11) chairs for office purposes metal revolving and tilting.
51. I.S.NO. 5416-1969 General purposes wooden chairs methods of test for.
52. I.S. NO. 6185 – 1971 High chairs specification and safety requirements for.
53. I.S.NO> 4116 – 1976 Joints used in wooden furniture code of practice for.
54. I.S.NO 3485 – 1966 Joints used in wooden furniture code of practice for.
55. I.S.NO. 7070- 1973 Shelving racks wooden (adjustable and non-adjustable)type.
56. I.S.NO 4414-1977 table tops (wooden)
57. I.S.NO. 5967-1969 Tables, wooden method of test for.
58. I.S.NO. 3564 –1975 Door closures (hydraulically regulated).
59. I.S.NO. 3564 – 1979 Drawer locks, cupboards and box locks.
60. I.S.NO. 7981 – (part1) – 1975 Glossary of terms relating to builders hardware – part 1 locks.
61. I.S.NO. 204- (part 1 & 11) 1978 Tower bolts ferrous metals and non-ferrous metals.

Note : The various items to be used in the interior decoration work shall be of ISI standards. Whenever the items/ products do not have ISI marks standard, shall be got tested for its quality etc. at the laboratory and necessary testing charges shall be borne by the contractor.

LIST OF APPROVED MAKES & GENERAL SPECIFICATION (INTERIOR & CIVIL)

SR. NO.	ITEMS	PRODUCT
1.	<b>TEAK WOOD</b>	Only Seasoned Timber to be used
	FOR EXTERNAL USE	1 <sup>st</sup> quality Ghana Teak Wood or steam beach as suggested in details specifications brown in color without knots, joints & bend wood.
	FOR INTERNAL USE	1 <sup>st</sup> quality C.P. Teak Wood ,as suggested in details specifications without knots, joints & bend wood. .
	FOR WOODEN MOLDING	1 <sup>st</sup> quality either Ghana Teak Wood, or C.P. wood as specifications in detail specification of each item.
2.	<b>GLASS</b>	
	1. Glass	Modi float & frosting effect is provided where specified
	2. Mirror	Modi float
3.	<b>HARD WARE</b>	
	1. Adhesives	Fevicol SH or Approved by interior
	2. floor spring	Everite, ozonal or equivalent
	3. Door stop	E.G Ozonal
	4. Locks	Efficient Gadget/ Godrej
	5. Hinges	C.P polish or good qualities/ Heavy Duty/ on design approval.
	6. Stoppers, Aldrap, Knobs	C.P polish orbit make fixtures/ Heavy duty/ M.S powder coated/ on design approval
	7.Drawerchannel Door closer Key board drawer channel, Telescopic channel, Cable organiser	E.F.G or equivalent  EBCO or eq.
	8. Screw	Nettle fold 'GKW' or equivalent
4.	<b>PLUMBING ACCESSORIES</b>	Standard Architect approve Jacquer, plumber or equivalent
5.	<b>PLUMBING CODUIT</b>	Astral.
6.	<b>DRAINAGE CONDUIT</b>	Astral or eq.
	G.T.	Ceramic or eq.
	Steel sink	Nirali or eq.
7.	<b>PLYWOOD, PARTICLA BOARD, M.D.F</b>	
	1Commercial ply wood & B.W.P.	Mayur ,Amul ply,Greenply,Mayur or equivalent
8.	<b>LAMINATE</b>	Colour shed as per bank standard suggested by Architect
9.	<b>PAINT &amp; POLISH</b>	
	1. Polish	N.C. clear Lacquor polish Duco/ Asian Melamine
10.	<b>PAINTS</b>	
	1. Paint	Goodlass Nerolac- Asian paint I.C.I
	2. Cement base paint	Snow cem plus
11.	<b>ALLUMINIUM</b>	
	1. Alluminium sections	12 G jindal/ Hindalco or eq.
	2. Powder coating	50 microns
12.	<b>AEROCON</b>	Hydrabad cement

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	<b>PARTITION</b>	
13.	<b>Mineral fibre Ceiling</b>	Armstrong company or eq.
14.	<b>GYP SUM BOARD &amp; CEILING PARTITION</b>	Gypsum or saint gobin company
15.	<b>VITRIFIED FLOORING</b>	Jhoson, Vermora, Asian or eqvi. company
16.	<b>P.V.C CARPET</b>	Duraturf company
17.	<b>VERTICAL BLINDS</b>	Luxalon, Aerolux
18.	<b>MINERAL FIBRE CEILING</b>	Armstrong
19.	<b>CEMENT</b>	Ambuja, Laxmi, Chetak, L& T or eq.
20	<b>Foam</b>	Sleepwell or Eq
21	<b>Powder coating</b>	50 to 60 micron
22	<b>Veeneer</b>	Green,Euro or eq.
23	<b>P.V.C water supply line</b>	Astral

Note: In case of non-availability of any material of specified make, the alternative should be used only after its due approved by the Employer of the Architect.

The last decision of the choice of any of the agency rest with Interior.

All unexposed wooden surface to be protected with good quality enamel paint or polished.

All Dimensions given are for considerations can be changed as per site dimensions.

All ply particleboard & wood surface shall be treated by anti termite treatment at site.

All hardware / color shade shall be approved by site in charge or interior.

For all items only exposed elevation measurement shall be taken for bill amount hidden supporting members of furniture / supporting member of partition will not be taken in to account

**SIGNATURE OF CONTRACTOR**

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**Bill of Quantity of INTERIOR & furnishing works for B.O.I  
JANGRAL BRANCH**

	<b>Item description</b>	<b>Qunt.</b>	<b>Unit</b>	<b>Rate</b>	<b>Amount</b>
1	<b>Entrance Door- Refer Dwg.no,11</b> Providing and fixing in position Entrance Door (glazed) as per drawing No.11 in silver Anodised aluminium Door Section (jindal make ) in top and bottom, glazed with 12 mm thick glass of approved make with etching and frosting. Item to include floor springs, lock, all necessary hardware of stainless steel finish as approved by the project consultant / bank complete in all respects.	50	Sft		
2	<b>Aluminum Fasad</b> Providing and fixing in position Aluminium composite panel Boxing with PVDF coating & LDPE core laminated Eurobond / Altobond/ Alukbond Exterior Grade 4 mm thick with composite of (0.5mm-3mm- 0.5mm) including fabrication for the same with aluminium sections, required hardware, silicon sealant (Dow Corning 789) masking tape, necessary scaffolding etc. as detailed in drawing no.(11)complete in all respects.	110	Sft		
3	<b>Partly Glazed Full &amp; low Height partition</b> Providing and fixing in position partly glazed Full height partition work As shown in the drawing Nos. (3) & (4) including door as shown in the drawing No. (13) in frame work at 2'x2' grid (horizontally and Vertically) comprising of 2"x1 ½ "T.W section and as per frame work shown in the drawings 6 mm plywood on both sides finished with 1 mm thick laminates of approved make and shade as shown in the Item to include 8 mm thick glass (clear/frosted) to be fixed as shown in drawing. The exposed edges of the glass to be finished in mirror polish. T.W runner should be melamine polished in matching colour of laminate etc complete in all respects	180	Sft		
4	<b>Solid full height partition</b> Providing & fixing in position solid Full Height Partition in frame work including door in 2'x 2' grid (horizontally and vertically) comprising of 2"x 1 1/2" T.W. Section with 6 mm thick plywood on both sides finished with 1 mm thick laminates of approved make and colour as shown in drawing no.17. Item to include 2" x 2" T.W. member for door frame. All exposed T.W. surfaces to be finished in melamine polish of matching laminate colour as directed including all necessary Stainless Steel finish fittings/ hardware, door closers, Godrej locks and wood preservative paint etc. as per list of approved material and as approved by the Project Consultant/ Bank complete in all respects. (Note: In case of false ceiling, the vertical T.W. members to be fixed with pucca ceiling but the area of partition payable will be below the false ceiling only).	160	Sft		
5	<b>Partly Glazed Partition for cash cabins</b> Providing& erecting partitions 7'7"" height or specified height as per drawing No.(2-A B, 2-C, 2-D, 2-E,) including door drawing No.12 made out of 2"x 1 1/2"teakwood members @ 2'-0" C/C both ways with 6 mm thick plywood of MR grade of approved make double skin wooden partition finished both side with 1.0 mm thick lamination of approved make & approved colour and shade. complete as per direction of Architect.). The partition shall be provided with required number of doors of 2'-6" to 3'-0" width and made from 4" x 1.5" teak wood frame with matching style of partition with Godrej night latch approved quality handles, SS hinges etc. complete as per direction of Architect. All the exposed surface of partitions, beading frames shall be duly liquored polished as per instructions. or matching with laminate).	160	Sft		
6	<b>Cash Counter</b> Providing and fixing in position Cash Counter 2'-9" wide as per drawing No.(2-A, 2-B, 2-C, 2-D, 2-E, 2-F) comprising of the following : i)Working top made with 25mm thick plywood finished with 1mm thick laminate. Outside edge of the working top shall be provided with 1 1/2"x1"Teak Wood molding finished with melamine polish. Inside edge will be provided with 1/2 "x1" T.W. beading Patti with melamine polish.	10	Rft		

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<p>ii) Vertical fascia (Apron) made with 18mm thick plywood finished with 1mm thick laminate with 1mm thick groove at the joint of laminates of two different shades.</p> <p>iii) Vertical drop (horizontal band) shall be provided on the fascia below the working top made with 18mm thick plywood finished with 1mm thick laminate with provision for concealed light, 1 mm thick groove shall be provided at the joint of two different shades of laminate.</p> <p>iv) Glazed partition of 1'-4" height above working top provided with 12mm thick toughened and frosted glass besides non-transparent film from inside fixed to partition as per fixing details and to boxing with concealed S. S. finished 'D' brackets as shown in the drawing. The exposed edges of the glass shall be finished in mirror polish.</p> <p>v) Transaction top shall be provided with 12mm thick toughened glass (partly glazed partly frosted) fixed horizontally with concealed Stainless Steel D bracket. Both exposed edges (inside and outside) shall be molded and finished in mirror polish.</p> <p>vi) Glazed partition having height 1'.0" above the transaction top (in fascia) shall be provided with 12 mm thick glass (clear) with cut out of 8"x 4" as per drawing. The edges of cut out and the top edge of glass are to be mirror polished and to be fixed to partition as per fixing details and to boxing with concealed S. S. finished 'D' brackets as shown in the drawing.</p> <p>vii) Glazed partition provided with 12mm thick glass (Clear) above the slit to be fixed to partition as per fixing details and to boxing with concealed S. S. finished 'D' brackets as shown in the drawing. The exposed edges shall be finished in mirror polish.</p> <p>viii) 7'-7" high Boxing (10"x 10") made with 18mm thick plywood as per drawing with 1-6" horizontal extension at the top including providing and fixing 6 mm thick square frosted glass at a height of 5"-11" above Finished Floor level.</p> <p>ix) 9" high boxing (5"x5") made with 12 mm thick plywood finished with 1mm thick laminate are to be provided.</p> <p>x) Telescopic CPU Stand/ ready made Keyboard tray shall be Provided of approved model and make.</p> <p>xi) Footrest made with T.W. member of size 4"X1 1/2 " finished with French polish</p> <p>xii) a metal drawer units of size 1'4" x 2' x 2'3" ht. with full extension drawer channels and single lock push type-locking mechanism. All laminate to be minimum 1 mm thick and top surfaces to be 1.5 mm thk laminate. Complete with all brass hard ware knobs, 2.5" dia metal wire manager Drawer units as per Architect design shall be provided and each drawer should have vertical partitions for keeping the currency notes and multipurpose Godrej locks. Fascia of drawer unit shall be finished with 1mm thick laminate and all other sides shall be finished with white enamel paint. The drawers will be provided with handles (Stainless Steel finish) and channels as per approval of the Project Consultant / Bank.</p> <p>xi) Boxing as per drawing made with 12mm thick plywood finished with Synthetic enamel paint shall be provided below the table top for electrical conducting and at the bottom for the LAN cabling/Telephone wire conducting. The item to include all necessary hardware and fittings in Stainless Steel finish, lapping to all edges and making provision only for electrical fitting behind the Vertical drop and also in the 10"x10" boxing as shown in the drawing. Necessary beadings with matching melamine polish for fixing the glass are to be provided as per drawing/ as directed</p>				
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7	<p><b>Front Office counter</b></p> <p>Providing and fixing in position Cash Counter 2'-6" wide as per drawing No.(1-A, 1-B, 1-C, 1-D, &amp; 15) comprising of the following :</p> <p>i) Working top made with 25mm thick plywood finished with 1mm thick laminate. Outside edge of the working top shall be provided with 1 1/2"X1" Teak Wood molding finished with melamine polish. Inside edge will be provided with 1/2 "x1" T.W. beading Patti with melamine polish</p> <p>ii) Vertical fascia (Apron) made with 25 mm thick plywood finished with 1mm thick laminate with 1mm thick groove at the joint of laminates of two different shades.</p> <p>iii) Vertical drop (horizontal band) shall be provided on the fascia below the working top made with 18mm thick plywood finished with 1mm thick laminate with provision for concealed light, 1 mm thick groove shall be provided at the joint of two different shades of laminate.</p> <p>iv) Glazed partition of 1'-4" height above working top provided with 12mm thick toughened and frosted glass besides non-transparent film from inside fixed to partition as per fixing details and to boxing with concealed S. S. finished 'D' brackets as shown in the drawing. The exposed edges of the glass shall be finished in mirror polish.</p> <p>(v) 3'x10" high boxing (10"x10") made with 18mm Th. Plywood finish with 1m.m th. Laminate incl. providing &amp; fixing 6m.m th. square frosted glass at a height 3'2" above finished floor level</p> <p>(vi) 1'9" high boxing 5" x 5" made with 12 m.m th. plywood finished with 1m.m th. laminate</p> <p>vii) Vertical support made with 18mm Th. Plywood finish with white enamel paint</p> <p>(viii) Telescopic CPU Stand/ ready made Keyboard tray shall be Provided of approved model and make</p> <p>(ix) Footrest made with T.W. member of size 4"X1 1/2 " finished with French polish</p> <p>x) a metal drawer units of size 1'4" x 2' x 2'3" ht. with full extension drawer channels and single lock push type-locking mechanism. All laminate to be minimum 1 mm thick and top surfaces to be 1.5 mm thk laminate. Complete with all brass hard ware knobs, 2.5" dia metal wire manager Drawer units as per Architect design Fascia of drawer unit shall be finished with 1mm thick laminate and all other sides shall be finished with white enamel paint. The drawers will be provided with handles (Stainless Steel finish) and channels as per approval of the Project Consultant / Bank.</p> <p>xi) Boxing as per drawing made with 12mm thick plywood finished with Synthetic enamel paint shall be provided below the table top for electrical conducting and at the bottom for the LAN cabling/Telephone wire conducting.</p> <p>The item to include all necessary hardware and fittings in Stainless Steel finish, lapped to all edges and making provision only for electrical fitting behind the Vertical drop also in the 10"x10" boxing as shown in the drawing. Necessary beadings with matching melamine polish for fixing the glass are to be provided as per drawing/ as directed</p>	17	Rft		
8	<p><b>False Ceiling ( Gypsum Board )</b></p> <p>Providing &amp; fixing in position false ceiling in Gypboard 12mm thick for horizontals &amp; verticals fixed over G.I. framework as specified by India Gypsum Co. Ltd. including trap doors for A.C unit in 18mm thick M.R. Grade Plywood with Stainless Steel hinges &amp; locks with moulding 1" x 1" for edges including finishing with White Plastic Emulsion Paint etc. complete in all respects. (Note: - Only the plan area will be measured for payment. No extra payment will be made for cutouts, grooves, mouldings etc.)</p>	1000	Sft		

9	<p><b>False Ceiling ( mineral fibre ceiling)</b>  Providing &amp; fixing in position false ceiling in Armstrong 600x600 mmx15/16 mm dune supreme RH 99 Prima tile with Tegular edge framework as specified by Armstrong Co. with suspenders wherever required. Making necessary framework for A.C. ducting, if any and necessary cutouts for diffusers and light fittings, taping and finishing to proper line &amp; level, including making grooves and trap doors for A.C unit in 18 mm thick M.R grade plywood with stainless steel hinges &amp; locks with molding 1"x1" for edges including finishing with white plastic Emulsion paint etc. complete in all respects.  (Note -: only the plan area will be measured for payment. No extra payment will be made for cutout, grooves, moldings etc.)</p>	600	Sft		
10	<p><b>Manager Table / officer's Table</b>  Providing and fixing in position Table of approved size as per drawing no.(6) including Side Storage (Credenza) by using 25mm thick plywood for top and 18 mm thick plywood for all other horizontal and vertical members. Telescopic CPU Stand/ ready made Keyboard tray shall be provided of approved model and make. Footrest made with T.W. member of size 4"x 1 1/4 " finished with french polish. Side Storage (Credenza) as per drawing shall be provided. Facia of Side Storage (Credenza) shall be finished with 1mm thick laminates as shown in the drawing and all other sides shall be finished with white enamel paint. The Side Storage (Credenza) shall be provided with handles (Stainless Steel finish) and channels as per approval of the Project Consultant / Bank. All exposed plywood surfaces to be finished with 1mm thk. laminate of approved make &amp; shade, and all exposed edges of table top &amp; ply verticals to have 1" x 1/2" T.W. lipping. a metal drawer units of size 1'4" x 2' x 2'3" ht. with full extension drawer channels and single lock push type-locking mechanism. All laminate to be minimum 1 mm thick and top surfaces to be 1.5 mm thk laminate. Complete with all brass hard ware knobs, 2.5" dia metal wire manager Drawer units as per Architect design All exposed T.W. sections to be melaminated and internal surfaces to have white enamel paint as directed. Item to include plywood boxing, all necessary hardware and fittings in Stainless Steel finish, lipping to all edges etc. complete in all respects.</p> <p>- 5'0" X 2'-6" - Manager Table  4'-6" X 2'-6" - Officer</p>	1 5	No No		
11	<p><b>Staff Table</b>  Providing and fixing in position Staff Table of size 4'-x 2'-6" as per drawing No.(5) by using 25mm thick plywood for top and 18 mm thick plywood for all other horizontal and vertical members. Telescopic CPU Stand/ ready made Keyboard tray shall be provided. Drawer units as per drawing shall be provided with multipurpose Godrej locks in each drawer. Facia of drawer unit shall be finished with 1mm thick laminate and all other sides shall be finished with white enamel paint. The drawers will be provided with handles (Stainless Steel finish) and channels as per approval of the Project Consultant / Bank. All exposed plywood surfaces to be finished with 1mm thk. laminate of approved make &amp; shade, and all exposed edges of table top &amp; ply verticals to have 1" x 1/2" T.W.lipping. a metal drawer units of size 1'4" x 2' x 2'3" ht. with full extension drawer channels and single lock push type-locking mechanism. All laminate to be minimum 1 mm thick and top surfaces to be 1.5 mm thk laminate. Complete with all brass hard ware knobs, 2.5" dia metal wire manager Drawer units as per Architect design All exposed T.W. sections to be melamine and internal surfaces to have white enamel paint as directed. The item to include plywood boxing, all necessary hardware and fittings in Stainless Steel finish, lipping to all edges etc. complete in</p>	4	No		

	all respects.				
12	<p><b>Full Height storage /Low Height Storage / Back Storage ( Credenza)</b></p> <p>Providing and fixing in position Full height Storage/Low Height Storage/ Back Storage (Credenza) as shown in Drg. No.(8), (9) &amp; (10) respectively using Plywood of required thickness finished with 15mm thick laminates as shown in the drawing and all other sides shall be finished with white enamel paint as detailed there in. Stainless Steel finish) as per approval of the Project Consultant / Bank. All exposed plywood surfaces to be finished with 1mm thick laminate of approved make &amp; shade and all exposed edges of plywood to have 1" x 1/4" T.W. lipping. All exposed T.W. sections to be me laminated in matching colour laminate and internal surfaces to have white enamel paint as directed. Item to include all necessary hardware and fittings in Stainless Steel finish, Godrej multi purpose locks including magnetic ball catcher etc., complete in all respects.</p>	50	Sft		
13	<p><b>VERTICAL BLINDS</b></p> <p>Providing &amp; Fixing Vertical Blinds of Dustguard Classic range with 5mm high x 50mm and 100mm wide 1.2mm thick walls of alluminium alloy head rail with 3.5.1 planetary reduction gear box (end control unit) with plastic tilting chain, tilt rod runners with firm and gear mechanism with 180 degree rotating louvers with approved shades by Architect/Consultant protected by dust guard. Fabric protector of VISTA LEVOLOR make with matching balance of same fabric on channel. The measurement shall be considered as per plan area of the window/ opening/partition only and measurements of Air conditioners will be deducted.</p>	200	Sft		
14	<p><b>Customer Writing Desk</b></p> <p>Supplying and fixing wall hung customer's writing desk of size 4'-0" X 1'-6" x 1'-0" made out of 19mm thick plywood of MR grade Ply make with required shelf compartments for keeping slips, finished with matching shade laminate 1.5mm thick laminate of make on top and sides with liquor polish (matching with the laminate) to all exposed surfaces with required teak wood beading etc. complete as per direction of Architect. The writing desk will have 12mm thick Float glass with crystal edge finish etc. complete as per direction. This table will also have provision for Suggestion/Cheque Drop Box table of size 3'-0" X 3'-0" x 3'-9" made out of 19mm thick plywood of MR grade make with required shelf compartments for keeping slips, finished with matching shade laminate 1.5mm thick laminate of Greenlam make on top and sides with liquor polish to all exposed edges surfaces with required teak wood beading etc. complete as per direction of Architect. The table will have provision for Key Board Drawer of Erl. Bihari make, CPU Stand &amp; Cable Manager will be done as per Bank's requirement. All the exposed surface of beading, frame shall be duly liquored polished (matching with the laminate).</p>	1	No		
15	<p><b>BAISON PARTICLE BOARD PARTITION FOR UPS ROOM</b></p> <p>Providing &amp; erecting cabin double skin partitions 8'-6" or (as per site requirement) high made out of 2" x 1 4" chill wood members @ 2'-0" C/C both ways with 8mm thick Baison Particle Board both side with synthetic enamel paint of approved colour and shade. The partition shall be provided with required number of doors of 2'-3" to 2'-6" width and made from 4" x 1.5" chill wood frame with matching style of partition with necessary locking arrangement and approved quality handles, hinges etc. complete as per direction of Architect. All the exposed surface of partitions, beading frames shall be duly painted of approved colour and shade.</p>	50	Sft		
16	<p><b>Electrical cup- board</b></p> <p>Supplying, providing &amp; fixing Electric cup board shutter made out from 19mm thick plywood of MR grade Sharda Ply/Duro Ply/GreenPly make with 1.0mm thick</p>				

	laminated of Greenlam make on outer sides, polishing/painting on internal surface side Goderj lock, handle ball catchers, complete as directed depth of cup board is as per requirement etc. as per instructions.	30	Sft		
17	<b>Notice Board</b> Providing & fixing notice board on brick wall made from 12mm thick soft board with approved colour of tapestry @ Rs. 100/- per meter on it. This will be fixed on wall with stainless steel mirror screw. The framing of soft board will be done with 4" x CP teak wood section. The same framing will be finished by liquor polish etc. complete as per direction of Architect.	20	Sft		
18	<b>Column or wall cladding</b> Providing & fixing laminate paneling on RCC column. Paneling shall be done on necessary wooden framing & 6 m.m Ply or with 12mm thick plywood of MR grade approved make and 1. mm thick laminate of shed. & 2" X 1/2" of steam beach wood decorative beading/moulding will be provided at top & bottom or as per instructions with liquor polished. The laminate will be selected from the samples given by the Architect.	150	Sft		
19	<b>Texture Paints</b> Providing & fixing texture paint on wall/column. Paneling shall be done on necessary wooden framing with 12mm thick water proof plywood of Sharda Ply/Duro Ply/Green Ply make. The plywood will be covered with approved shade and Burger/Nova make of texture paint. This item will be carried out as per instructions given by Architects	150	Sft		
20	<b>Plastic Paint</b> Providing & applying Plastic Emulsion paint of approved shade and manufacturer on walls applied evenly to give approved uniform matt finish etc. complete as per I. S. specifications including scaffolding. (ICI Dulux (Valvet Touch), Asian (Royal Touch), Nerolac) make, minimum 3 to 4 coats and scarping the existing white wash/paint etc. complete as per direction by Architect. This item also includes one coat of primer and two coats of putty/lapi etc.	1580	Sft		
21	<b>Collapsible Gate</b> Providing and fixing collapsible gate as per design & specification of Architects	30	Sft		
22	<b>Artificial plantation</b> Supplying Artificial plantation of medium to big size with S.S pot	5	No		
23	<b>P.V.C green turf</b> Supplying P.V.C green turf	20	Sft		
24	<b>Medium size frame painting</b> Supplying medium size frame painting & 1 No metal statue	6	No		
25	<b>Providing and laying M.S. Rolling Shutter</b> Providing and fixing M.S Rolling shutter as per design & specification of Architects	20	Sft		
	Amount in Rupees				

**Tender Amount in ₹**  
**Less discount (if any)**  
**Net tender amount in ₹**

**Signature of contractor with seal**

Shyamal Gandhi & Associates  
Architects & Interior designers

