

**Tender for
Furniture & Electrical Work in New Premises for
Gujarat Gramin Bank,
Region Office SURENDRANAGAR. Dist.
SURENDRANAGAR.**

Technical BID

Start date of Opening of Tender	Dt. 20/01/2026
Last date of submission of Tender	Dt. 10/02/2026 up to 17.00 hours

The Regional Manager,
Gujarat Gramin Bank, Region Office Surendranagar,
1st floor, Rudrax Complex, Opp. New Age Industries, Near Upasna Circle,
Wadhwan Road, Surendranagar-360001.



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INVITATION OF TENDER

Tenders on item rate basis are invited from competent Contractor having sound technical and financial capacity for Furniture & Electrical works in new premises for **GUJARAT GRAMIN BANK, Region Office SURENDRANAGAR, Dist- SURENDRANAGAR.**

- **Name of Work** : FURNITURE & ELECTRICAL WORKS IN NEW PREMISES FOR GUJARAT GRAMIN BANK REGIONAL OFFICE AT SURENDRANAGAR.
- **Time allowed for completion of work** : 45 days from the date of placing the work order or handing over of site for execution of work whichever is later
- **Estimated Amount of Furnishing & Electrical Works** : Rs. 34,02,117.00 (including GST)
- **Earnest Money Deposit (Refundable after submitting performance guarantee)** : Rs. 30,000/- (Rupees Thirty Thousand Only).
To be deposited into
Account Name : GUJARAT GRAMIN BANK
Account Number : 03710200003103
IFS Code : BARB0SUREND
Branch Name : Bank of Baroda, Surendranagar
EMD shall be submitted through NEFT, scanned receipt shall be uploaded along with the bid. Accordingly, offer of those shall be opened whose EMD is received electronically.
(Contractors registered with 'MSME UDYAM' need not submit EMD. Instead of EMD, they should submit registration certificate of 'MSME UDYAM')
- **Performance Guarantee** : Performance guarantee as 5% of the total work to be given before issuing the work order and to be submitted in the form of FDR in favor of "GUJARAT GRAMIN BANK" having validity of 14 months from the issue of W.O
- **Mode of sending the tenders** : Technical & Financial Bid Online only on GEM Portal.
No hardcopy will be required, so kindly submit all the eligible documents on GEM portal.
- **Submission of tender** : Technical & Financial Bid Online only on GEM Portal
From Dt. 20/01/2026 to Dt. 10/02/2026
- **Tender documents to be downloaded / Obtained from GEM portal**
- **Last date of receiving tenders** : Dt. 10/02/2026 up to 17.00 pm
- **Opening of Technical Bid** : As per GEM portal guidelines
- **Opening of Financial Bid** : Communicated later to qualified Technical Bidders
- **Pre-bid meeting** : Dt. 28/01/2026 at 16:00pm onward at bank's Region Office at -Gujarat Gramin Bank, Region Office Surendranagar, 1st floor, Rudrax Complex, Opp. New Age Industries, Near Upasna Circle, Wadhwan Road, Surendranagar-360001.
- **Tender validity period** : 90 Days from the last date of opening of the tender



- **Retention Money** : ---
 - **Defect liability period** : 12 months after issue of completion certificate, Performance Guarantee money shall be released after completion of defect liability period.
 - **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.
 -
 - **Minimum value of work for interim bills** : Full and Final
 - **Material** : All supplied by Contractors as per bank Standards and Specified make and approved by Architect / Owner.
 - **Water and Electricity** : If contractor is permitted to use Gujarat Gramin Bank source of water & electricity, the Gujarat Gramin Bank will recover @ 0.5% of contract amount from the final bill of contractor. However further distribution & extension & light fixtures etc. With required MCB switches, switch boards, lamp, tube etc. shall be arranged by the contractor at their own cost within the accepted tender amount. Bank will recover 0.5% of the final bill amount towards consumption of water & electricity.
 - **Insurance:** : Workers insurance Contractor's risk policy
 - **Rates** : Rates quoted shall be inclusive GST, of all existing & future (including variation) taxes, duties, levies, royalties, transportation, other incidental charges, WCT etc. PVA & PVA Clause shall not be applicable.
- Note:**
If any tenderer puts any condition/anything/any taxes extra over and above their quoted rates the tender shall be summarily rejected.
- Rates quoted by the tenderer shall remain firm throughout the contract period (including authorized extension). Rates quoted shall be inclusive of all existing & future (including variation) taxes, duties, levies, royalties, transportation & other Incidental / other industrial charges WCT etc. PVA & PVA Clause shall not be applicable. In the instant case; the PVA clause is not applicable as completion period of project is 30 days,
- **Digital signature** : You are advised to obtain digital signature at the earliest (if you do not already have). It is mandatory.
 - **Website for Viewing Tender** : GeM Portal (<https://gem.gov.in>)



- **Website for Registration / Procurement / Uploading of Tender and also viewing & procurement of the Corrigendum / Addendum, if any** : GeM Portal (<https://gem.gov.in>).

The bidder shall have to register with <https://gem.gov.in> to participate in e-tenders / online.

Conditional tenders will not be accepted. GUJARAT GRAMIN BANK reserves the right to reject any or all the tenders without assigning any reasons thereof.

The contractor shall read and understand each page of the tender document thereby ensuring the number and sequence of all pages.

No conditions other than mentioned in the tender will be considered, and if given they will have to be withdrawn before submission of final quote; else their bid will be rejected.

Gujarat Gramin Bank reserves its rights to accept or reject any or all the tenders, either in whole or in part without assigning any reason(s) and no claim / correspondence shall be entertained in this regard.

Tenders received without EMD or registration certificate of 'MSME UDYAM' and Process compliance form shall be summarily rejected and such tenders shall not be allowed to participate in the Price bid process/ rejected/ not considered.

In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.

Gujarat Gramin Bank has the right to accept / reject any / all tenders without assigning any reasons and no correspondence shall be entertained in this regard.

The Bank will place order as per its requirement and quoting minimum rate for any category does not provide any guarantee for receiving order for that item by the firm who quotes lowest rates.

The Bank reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other condition if his tender is accepted in parts.

In case the date of online tendering is declared as a holiday, the online tendering will be conducted on the next working day at the same time.

The bidder shall have to register with <https://gem.gov.in> to participate in e-tenders / online.

The bidder should be registered on the GeM portal and proof of registration should be submitted in the technical bid.

It is vendor's/supplier's responsibility to be well prepared and get ready with E-Tendering procedures & well equipped with all requirements. Gujarat Gramin Bank will not take any responsibility of delay in submission due to EMD, slow internet connectivity, system failures etc.

Special Note:

- Only full & final payment will be made. No interim payment will be made in whatsoever conditions.


MINIMUM ELEGIBLE CRITERIA FOR WORK TO QUALIFY

The Furniture & Electrical contractor should submit the following.

- The Firm must be based at Gujarat and should produce appropriate certificates to prove that.
- List of work with value of each carried out for Banks/PSUs / FIs in last 3 years.



- Contractor should have completed similar nature of one work of 80 % of Estimated Tender Cost or Two works of 70 % of Estimated Tender Cost or Three works of 60 % of Estimated Tender Cost each in last 3 years.
(Letter of Successful completion from employer must be enclosed).
- Work is composite tender for Furniture & Electrical work.

For, Gujarat Gramin Bank
REGION OFFICE, SURENDRANAGAR

Regional Manager



GENERAL CONDITIONS

1. 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.
2. The GUJARAT GRAMIN BANK, 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.
 - b. Impose penalty up to 10 % of the total value of job.
5. Contractor in their own interest is 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 contractor shall be responsible for making good in expeditions & workman like manner. Any defects, which may be found within 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.
7. 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. **(INCLUDING GST).**
8. 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.
9. In case of any dispute, the same shall be referred to court at Surendranagar and its decision shall be final & binding on both the parties.
10. 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.
11. The tender documents shall be duly filled in and signed by the tenderer and shall be submitted on GEM portal.
12. 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.



13. 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 shall not be permitted and the tender liable for rejection.
14. The tenderer shall sign every page of the tender documents including the layout drawings attached here to.
15. 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 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.
16. 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.
17. Tender not containing the full particulars as mentioned above or as called for in the special conditions is liable to summarily rejection.
18. With their quotations the tenderer shall sign all the schedules specifications, special conditions, etc. in taken of acceptance hereof. The signature on the tender schedule alone shall also be deemed to be taken as acceptance of all these.
19. 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.
20. 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 hindrance to other agencies. Employer has the right to omit at his discretion one or more items of work when placing the order.
21. 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 later. The site will be handed over to the contractor only on submission of initial security deposit.
22. 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 terminate the contract and forfeit the security deposit if satisfactory explanation is not offered by the contractor for delay in execution of work.
23. 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.
24. The samples of all the material & work item shall be got approved from the Architect or his representative before proceeding further on the work.
25. The drawing contains sketches showing salient features details at the various stages 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.



26. 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.
27. 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.
28. 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.
29. 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.
30. The work shall be done as per accordance with the IBA guidelines.

Signature of Contractor with Seal



FORM OF TENDER

To,
The Regional Manager,
Gujarat Gramin Bank, Region Office Surendranagar,
1st floor, Rudrax Complex, Opp. New Age Industries,
Near Upasna Circle, Wadhwan Road,
Surendranagar-360001.

Dear Sir,

**Ref: FURNITURE & ELECTRICAL WORK IN NEW PREMISES for GUJARAT GRAMIN BANK,
REGION OFFICE SURENDRANAGAR, DIST-SURENDRANAGAR.**

Having examined the drawings, specifications, design and schedule of quantities relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the tender. I/We hereby offer to execute the works specified in the said memorandum at the rates mentioned in the attached schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in condition of tender, the Articles of Agreement special conditions, schedule of quantities and conditions of contract and with such material as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

1.

MEMORANDUM

- | | | |
|--|---|---|
| A. Description Work | : | FURNITURE & ELECTRICAL WORK IN NEW PREMISES FOR GUJARAT GRAMIN BANK, REGION OFFICE SURENDRANAGAR, DIST- SURENDRANAGAR. |
| B. Estimated Cost | : | ---- |
| C. Earnest Money | : | Rs. 30,000/- (Rupees Thirty Thousand Only) |
| D. Performance Guarantee | : | 5% of the total work to be given before issuing the work order and to be submitted in the form of FDR in favor of "GUJARAT GRAMIN BANK" payable at Surendranagar having validity of 14 months from the issue of W.O |
| E. Time Allowed for Completion of The Work | : | 45 days from the date of commencement of work. |
| F. Liquidated Damage | : | 1% of contract value per week maximum
10% of the contract value |

2. We undertake to complete and deliver the whole of the works comprised in the contract with in the time stated in the schedule A to the general conditions of the contract.
3. We have independently considered the number of liquidated damages in the schedule A to the conditions of the conditions of the contract and agree that it represents fair estimated the loss likely to be suffered by you in the event of the works not being complete in time.



4. If our tender is accepted, we will be required to furnish the security deposit of the contract for the due performance of the contract as specified in the general conditions of the contract.
5. We agree to abide by this tender for the period of 90 days from the date fixed for opening the second cover (i.e. price bid) and it shall remain binding upon and may be accepted at time before expiry of period.
6. Unless and until a formal agreement is prepared and executed this tender together with your written acceptance thereof shall constitute a binding contract between us.
7. We understand that you are not bound to accept the lowest or any tender you may receive.
8. Should this tender be accepted, I/We hereby agree to abide by and fulfill the terms and provisions of the said conditions of contract annexed to so far as they may be applicable or in default thereof to forfeit and pay to the **GUJARAT GRAMIN BANK, Surendranagar** the amount mentioned in the said conditions.
9. I/We are submitted Earnest Money Deposit of **Rs. 30,000/- (Rupees Thirty Thousand Only)** in prescribed account which amount will not bear any interest and will be refunded upon issuing of work order to the successful bidder. I/We do hereby agree that GUJARAT GRAMIN BANK shall forfeit this sum, if i/we fail to execute the contract when called upon to do so. **(Contractors registered with 'MSME UDYAM' need not submit EMD. Instead of EMD, they should submit registration certificate of 'MSME UDYAM')**
10. I / we enclose herewith the completed tender documents duly signed all the pages.
11. Submitting physical Technical Bid / Price bid / financial bid will be outright rejected. Technical Bid / Price Bid / Financial Bid should be submitted on GeM portal only (<https://gem.gov.in>).
12. The details of plant, machinery, major tools and equipment employees list of such major works executed technical personal along with the copies of last two years I.T. assessment orders are enclosed for your perusal and consideration.
13. Our Bankers are:
14. The names of the partners of our firm are:

Name of the Partner of the firm

Authorized to sign

OR

Name of person having power of

Attorney to sign the contract.

(Certified true copy of the power
Of attorney should be attached.)

(Signatures and address of
Witnesses.)

Yours faithfully,

Signature of contractor.

(1)

(2)

List of enclosures:



(1) PERT CHART

(2)

Please enclose separate sheets if required.



ARTICLES OF AGREEMENT

ARTICLE OF AGREEMENT made on ____ day of _____ **2025** Between the **GUJARAT GRAMIN BANK**, a body constituted under the Regional Rural bank act 1976 its **Head office** at **Vadodara-390005** and represented through its **Regional Manager, Gujarat Gramin Bank, Region Office Surendranagar** (Hereinafter called "the Employer" of the one part), and Name: M/s..... (Hereinafter called the contractor of the other part) Whereas the employer is desirous of having Interior work and has caused drawings and specifications describing the work to be done as prepared by **Hasit Kholia Architects, "407,Cosmo Complex Near, Mahila College Under Bridge, Rajkot – 360001**, as its architects and whereas the said drawings have been seen, the specifications and/or the schedule of quantities have been signed by or on behalf of the partners hereto the contractor and whereas the contractor has agreed to execute upon and subject to all conditions of contract (all of which are collectively hereinafter referred to as "the said conditions") the work shown upon the said drawing and/or described in the said specifications and included in the said schedule of quantities at the respective rates mentioned in the priced schedule of quantities of **Rs. (Rupees:)** and whereas the contractor has deposited **Rs. 30,000/- (Rupees Thirty Thousand Only)** with the employer/ consultants for the due performance of his agreement.

NOW IT IS HEREBY AGREED AS FOLLOWS

1. In consideration of the said contract amount to be paid at the time and in the manner set forth in the said conditions execute and complete the work shown upon the said drawings and described in the said specifications and the schedule of quantities, either in whole or in part.
2. The employer shall pay the contractor the said contract amount or such other sum as shall become payable at the time and in the manner hereinafter specified in the said conditions.
3. The term "the Architects" in the said conditions shall mean the said **Hasit Kholia Architects, 407,Cosmo Complex,Near Mahila College Under Bridge, Rajkot – 360001**. Consulting Architects, Engineers and Interior Designers, or in the event of their death or ceasing to be the architects for the purpose of this contract, such other person or persons as shall being a nominated for the purpose by the employer not being a person to whom the contractor shall object for reasons (maintained in said conditions) considered to be sufficient by the employer. Provided always that no person or persons subsequently appointed to be architects under this contract shall be entitled disregard or overrule any previous decision or approval or direction given or expressed in writing by the architect for the time being.
4. The said conditions and appendix shall be read and construed as forming part of this agreement and the parties here to shall respectively abide by to submit themselves to the conditions and perform the respective agreements on their part as contained in the said conditions contained.
5. The structural consultant refers to **Hasit Kholia Architects** Consulting Architects, Engineers and Interior Designers, or appointed by him.
6. The plans, agreements and documents mentioned herein shall form the basis of this contract.
7. The contract is neither a fixed lump sum contract nor a piece work contract, but is a contract to carry out work in respect of the **FURNITURE & ELECTRICAL WORK IN NEW PREMISES**



FOR GUJARAT GRAMIN BANK, REGION OFFICE SURENDRANAGAR, DIST- SURENDRANAGAR, Gujarat. Moreover, also some addition and alteration work to be paid for according to actual measured quantities at the rates contained in the schedule of rates and probable quantities as provided in the said conditions.

8. The contractor shall afford every reasonable facility for the **Office at SURENDRANAGAR Regional office, SURENDRANAGAR, Gujarat.** Furniture & Electrical, False Ceiling, POP, Painting, Plumbing, any other Civil and Furnishing Work, Telephone, electrical installation fittings, air-conditioning and other ancillary works in the manner laid down in the said conditions, and shall make good any damage done to walls, floors etc., after the completion of his work.
9. The Employer reserves to itself the right of altering the drawing and nature of the work by the adding to or omitting any item of work or having portions of the same carried out without prejudice to this contract.
10. The employer through the architect and civil engineers reserves to himself the right of altering the drawing and nature of the work of having portions of the same carried out without prejudices to this contract.
11. The said conditions shall be read and construed as forming part of this agreement and the parties hereto will respectively abide by to submit themselves to the conditions and stipulations and perform the agreements of their parts, respectively in such conditions contained.
12. Time shall be considered as the essence of this agreement and the contractor hereby agrees to commence the work soon after the site is handed over to him or from issue of formal work over as provided for in the said conditions. Whichever is late and to complete the entire work within **45 Days** subject never the less to provisions for extension of time.
13. All payments by the Employer under this contract will be made only at Surendranagar.
14. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen in Surendranagar and only the courts in Surendranagar shall have jurisdiction to determine the same.
15. The several parts of this contract have been read and fully understood by the contractor. In witness whereof the employer If the contractor has set partnership or and their respective hands to these individuals. Presents and two duplicates here of the day and year first here in above written.

In witness where of the parties hereof the Employer if the contractor has set its hand to these company.

IN WITNESS WHEREOF THE Employer and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written. (If the contractor is a partnership or an individual).

IN WITNESS WHEREOF the Employer has set its hand to these presents through its duly authorized official and the Contractor has caused its common seal of to be affixed hereunto and the said two duplicates/has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written (If the Contractor is a company).



Presents its duly authorized official and the contractor has caused its common seal to be affixed hereunto and the said two duplicates/ has caused these presents and the said two duplicates hereof to be exacted on its behalf, the day and year first herein above written.

SIGNATURE CLAUSE

SIGNED AND DELIVERED BY THE

Hand of Shri

by the

(Name and designation)

In the presence of:

1.

Address

Witness:

If the party is a partnership firm or an individual should be signed by all or on behalf of all the partners.

SIGNED AND DELIVERED BY

In the presence of:

2.

Address

Witness:

THE COMMON SEAL OF

We hereunto affixed pursuant to the resolutions passed by its board of Directors at the meeting held on in the presence of

1.

2.

If the contractor signs under its common seal, the signature clause Directors who have signed these presents in the Articles of in taken thereof in the presence of:

Association.

1.

2.

If the contractor is signing by the hand of power of Attorney, whether



SAMPLE BUISNESS RULE DOCUMENT

ONLINE E-TENDERING FOR FURNITURE & ELECTRICAL WORK IN NEW PREMISES
FOR GUJARAT GRAMIN BANK, REGION OFFICE SURENDRANAGAR.

A. Business rules for E-tendering:

1. Gujarat Gramin Bank will engage the services of an E-tendering service provider who will provide necessary training and assistance before commencement of online bidding on Internet.
2. In case of e-tendering, Gujarat Gramin Bank will inform the vendor in writing, the details of service provider to enable them to contact and get trained.
3. Business rules like event date, closing and opening time etc. also will be communicated through service provider for compliance.
4. Contractors have to send by email, the compliance form in the prescribed format (provided by service provider), before start of E-tendering. Without this the vendor will not be eligible to participate in the event.
5. The Contractors will be required to submit the various documents in GeM Portal only before the stipulated date i.e. (1) Receipt of EMD, (2) Submission of Technical bid with supporting documents dully signed (3) Price / Financial Bid. Contractors not uploading / submitting any one or more documents shall not be eligible to participate in the online price bidding.
6. E-tendering will be conducted on schedule date & time.
7. The e-tendering will be treated as closed only when the bidding process gets closed in all respects for the item listed in the tender.

B. Terms & conditions of E-tendering:

Gujarat Gramin Bank shall finalize the Tender through e-tendering mode. Please go through the guidelines given below and submit your acceptance to the same along with your Commercial Bid.

1. E-tendering shall be conducted by Gujarat Gramin Bank through GeM Portal, on pre-specified date. While the Contractors shall be quoting from their own offices/ place of their choice, Internet connectivity and other paraphernalia requirements shall have to be ensured by Contractors themselves. In the event of failure of their Internet connectivity, (due to any reason whatsoever it may be) it is the bidders' responsibility in order to ward-off such contingent situation bidders are requested to make all the necessary arrangements / alternatives such as back-up power supply whatever required so that they are able to circumvent such situation and still be able to participate in the E-tendering successfully. Failure of power at the premises of Contractors during the E-tendering cannot be the cause for not participating in the E-tendering. On account of this the time for the E-tendering cannot be extended and Gujarat Gramin Bank is not responsible for such eventualities.
2. Contact GEM portal for your training, without any cost to you. They shall also explain you all the Rules related to the E-tendering. You are required to give your compliance on it before start of bid process.
3. BIDDING CURRENCY AND UNIT OF MEASUREMENT: Bidding will be conducted in Indian currency & Unit of Measurement will be displayed in Online E-tendering.
4. BID PRICE: The Bidder has to quote the rate as per the Tender Document provided by Gujarat Gramin Bank through their appointed Architects.
5. VALIDITY OF BIDS: The Bid price shall be firm for a period specified in the tender document and shall not be subjected to any change whatsoever.
6. Procedure of-tendering:

i. Online E-tendering:



- a) The hardcopy of the Technical as well as Price Bid is available on GEM portal during the period specified in the NIT.
- b) The Price-Bid shall be made available online by the Service Provider wherein the contractors will be required to fill-in their item- wise rates for each item.
- c) The Contractors are advised not to wait till the last minute to submit their online item-wise quote in the price bid to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc.
- d) It is mandatory to all the bidders participating in the price bid to quote their rates for each and every item.
- e) In case, contractor fails to quote their rates for any one or more tender items, their tender shall be treated as "Incomplete Tender" and shall be liable for rejection.
- f) LOG IN NAME & PASSWORD: Each Bidder is assigned a Unique User Name & Password by Gem portal. All bids made from the Login ID given to the bidder will be deemed to have been made by the bidder.

7. BIDS PLACED BY BIDDER:

Bids will be taken as an offer to execute the work as specified. Bids once made, cannot be cancelled / withdrawn and the Bidder shall be bound to execute the work at the quoted bid price. In case the L1 Bidder backs out or fails to complete the work as per the rates quoted, Gujarat Gramin Bank shall have the liberty to take action as deemed necessary including de-paneling such contractors and forfeiting their EMD/EMD amount through any means and imposing heavy penalty to contractor to recover the losses occurred to the Bank.

8. Attend of the E-tendering process, Gujarat Gramin Bank will decide upon the winner. Gujarat Gramin Bank decision on award of Contract shall be final and binding on all the Bidders.
9. Gujarat Gramin Bank shall be at liberty to cancel the tender at any time, before ordering, without assigning any reason.
10. Gujarat Gramin Bank shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause.
11. Other terms and conditions shall be as per your techno-commercial offers and other Correspondences till date.

12. OTHER TERMS & CONDITIONS:

1. The Bidder shall not involve himself or any of his representatives in Price manipulation of any kind directly or indirectly by communicating with other suppliers/ bidders.
2. The Bidder shall not divulge either his Bids or any other exclusive details of Gujarat Gramin Bank to any other party.
3. Gujarat Gramin Bank decision on award of Contract shall be final and binding on all the Bidders.
4. Gujarat Gramin Bank reserves the rights to extend, reschedule or can cleanly E-tendering within its sole discretion.
5. Gujarat Gramin Bank or GEM portal shall not have any liability to Bidders for any interruption or delay in access to the site irrespective of the cause.
6. Gujarat Gramin Bank or GEM portal is not responsible for any damages, including damages that result from, but are not limited to negligence.
7. Gujarat Gramin Bank or GEM portal will not be held responsible for consequential damages, including but not limited to systems problems, inability to use the system, loss of electronic information, etc.

• N.B.

1. All the Bidders are required to submit the Process Compliance Statement (Annexure-II) duly signed to GEM portal.
2. All the bidders are requested to ensure that they have a valid digital signature certificate well in advance to participate in the online event.



GENERAL CONDITIONS OF CONTRACT

Except where provide for in the description of the individuals items in the schedule of quantities and in the specifications and conditions laid down herein after and in the drawings the work shall be carried out as per standard specification and under the direction of Employer / Architect.

THE CONDITONS HERE IN BEFORE REFERRED TO INTERPRETATION CLAUSE

In constructing these conditions, the specification, schedule of quantities and contract agreement, the following words shall have the meaning herein assigned to them except where the subject of context otherwise requires.

1. "Employer" the term employer shall denote GUJARAT GRAMIN BANK, SURENDRANAGAR and any of its employee's representatives authorized on their behalf.
2. "Architects" The term architects shall mean Architect appointed by the Bank
3. "Civil Engineer" shall mean the civil engineer of the Bank
4. "Contractor" shall mean M/Sand shall include his (their) legal representative, assigns and successors.
5. "Site" shall mean the site of the contract works, including any building an erection there on and any other land (inclusively), as aforesaid, allowed by the employer for the contractor's use.
6. "Site Engineer" The site engineer shall be appointed by the bank. The bank may also determine the number of site engineers and the supporting staff at site office to assist them and also whether the site engineer shall be temporary or permanent. As far as possible, the site engineer should assume change of his post before the contractor reports on the site of work. Where more than one site engineer change of his post before the contractor reports on the site of work. Where more than one site engineer is appointed, one of them on shall be designated as senior site engineer by the premises and estate department and the other site engineer shall be reporting to the senior site engineer.
7. "This contract" shall mean article of agreement, the special conditions and specification, attached here to and duly signed.
8. "Notice in writing" or "written notice" shall mean a notice in written typed or printed characters sent (unless delivered personally or otherwise proved to have been received), by registered post to the last known private or business address or registered office of the addresses and shall be deemed to have been received when in the ordinary course of post, it would have been delivered.
9. "Act of Insolvency" shall mean nay act of insolvency as defined by the presidency town's insolvency act or the provisional insolvency act or an act amending such original.
10. "Date of virtual completion" is the date when construction is sufficiently completed to the satisfaction of Architect / Interior designer in accordance



the contract document and the change of variation order agreed to by the parties so that the employer can occupy the building for use it was indented.

11. "Drawings" The work is to be carried out in accordance with the drawings, specifications, schedule of quantities and any further drawings which may be supplied may any other instruction, which may be given by the employer during the execution of work.

All drawings related to the work given to the contractor together with a copy of schedule of quantities are to be kept at site and the Employer / Architects shall be given access to such drawings of schedule of quantities whenever necessary. In case any detailed drawings are necessary contractor shall prepare such detailed drawings and / or dimensional sketches therefore and have it confirmed by the Employer / Architect prior to talking up such work.

The contractor shall ask in writing for all clarifications on matters occurring anywhere in drawings, specifications and schedule of quantities or to additional instruction at least 10 days ahead from the time when it is required for implementation so that the Employer may be able to give decision thereon.

12. "The works" shall means the work to be executed or done under this contract.

13. "The schedule of quantities" shall mean the schedule of quantities as specified and forming part of this contract.

14. "Priced schedule of quantities" shall mean the schedule of quantities duly priced with the accepted quoted rates of contractor.

SCOPE

The work consists of contract of works in accordance with the "drawings" and "schedule" FURNITURE & ELECTRICAL WORK IN NEW PREMISES FOR GUJARAT GRAMIN BANK, REGION OFFICE SURENDRANAGAR. Are within the scope of this tender. It includes furnishing all materials, labors, tools and equipment and management necessary for the incidental to the construction and completion of the work. All work, during its progress and upon completion, shall conform to the lines, elevations and grades as shown on the drawings furnished by the employer/ architect's occurrence, so that upon completion of the proposed work the same will be acceptable and ready for use. Employer / Architects may in their absolute discretion issue further drawings and / or written instructions, details, directions, and explanations, which are hereafter collectively referred to as the "The employer's/architect's instructions" in regards to:

1. The variation or the modification of the design quality or quality of works of the addition or omission or substitution of any work.
2. Any discrepancy in the drawings or between the schedule of quantities and/or drawings and/or specification.
3. The demolition removal and/or re-execution of any work executed by the contractor/s.
4. The demolition removal and/or re-execution of any work executed by the contractor/s.



5. The dismissal forms the work of any persons employed there upon.
6. The opening up for inspection of any work covered upon.
7. The rectification and making good of any defects under clauses herein after mentioned and those arising during the maintenance period (Defect Liability Period).

The contractor shall forth while comply with and duly execute any work comprised in such employer's/architect's instructions, provided always that the verbal instructions, directions and explanations given to the contractor's or his representative upon the works by the employer/architect shall if involving a variation be confirmed in writing to the contractors within seven days. No works for which rates are not specially mentioned in the priced schedule of quantities. Shall be taken up without written permission of the employer/architects. Rates of items are not mentioned in the priced schedule of quantities shall be fixed by the employer in consultation with the architects as provided in clause "variation".

Regarding all factory-made products for which ISI marked products are available, only products bearing ISI marking shall be used in the work.

TENDERER SHALL VISIT THE SITE

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

The schedule of quantities shall be filled in as follows:

1. The "rate" columns to be legibly filled in ink both English figures and English words.
2. Amount column to be filled in for each item and the amount for each sub head as detailed in the "schedule of quantities".
3. The 'rate column' for alternative items shall be filled up.
4. All corrections are to be initiated.
5. The 'Amount' column for alternative items of which the quantities are not mentioned shall be filled up.
6. In case of any errors/omissions in the quoted rates, the rates given in the tender marked 'Original' shall to be taken as correct rates.

No modifications, writing or corrections can be made in the tender papers by the contractor, but may at his option offer his comments or modifications in a separate sheet of paper attached to the original tender papers.



The employer reserves the right of reject the lowest or any tender and also to discharge any or all of the tender for each section or to split up and distribute any item of work to any specialist firm of firms, without assigning any reason.

The contractor should note that the tender is strictly on the item rate basis and their attention is drawn to the fact that the rates for each and every item should be correct, workable and self- supporting. If called upon by the employer/architects detailed analysis of any or all the rates shall be submitted. The employer/architects shall not be bound to recognize the contractor's analysis.

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

All items of work described in the schedule of quantities are to be deemed and paid as complete works in all respects and details including preparatory and finishing works involved, directly, related to and reasonable detectable from the drawings, specifications and schedule of quantities and do further extra charges will be allowed in this connection. In case of lump sum charges in the tender in respect of any item of works, the payment of such items of work will be made for the actual work done on the basis of lump-sum charges as will be assessed to payable by the employer/architects.

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

The contractor shall note that his tender shall remain open for consideration for a period of three months from the date of opening of the tender.

AGREEMENT

The successful contractor may be required to sign agreement as may be drawn up to suit local conditions and shall pay for all stamps and legal expenses, incidental thereto.

PERMITS AND LICENSES.

The contractor will arrange permits and license for release of materials, which are under government control. The employer will render necessary assistance, sign any forms of applications that may be necessary.

It may be clearly understood that no compensation or additional charges can be claimed by the contractor for non-receipt of the cement or any other controlled materials in due time on this account to his own requirements.



The contractor will, however, be eligible to a proportionate extension of time on this account, which in the opinion of the employer/architect is reasonable. The contractor shall at his own arrange for storage shed adequate for taking delivery and storing of the quantity of controlled materials released by the authorities or supplied by the employer. The costs of storing, transporting etc., of all materials including those under government control are to be included by the contractor in his quoted rates.

The employer/architects shall be indemnified against all government or legal actions for theft or misuse of cement M.S. rod and any other controlled materials in the custody of the contractor.

EXTENSION OF TIME

If, the contractor needs an extension of time for the completion of work or if the completion of work is likely to be delayed for any reasons beyond the due date of completion as stipulated in the contract, the contractor shall apply to Gujarat Gramin Bank in writing in detail and his justification if any, for the delays. The contractor shall submit their recommendations to Gujarat Gramin Bank in the prescribed format for granting extension of time. While granting extension of time the contractor shall be informed the period-extended time which will qualify for levy of liquidated damages. For the balance period in excess of original stipulated period and duly sanctioned extension of time by Gujarat Gramin Bank, the provision of liquidated damages as stated under clause 10.0 of Instructions to the Tenderers shall become applicable. Further the contract shall remain in force even for the period beyond the due date of completion irrespective whether the extension is granted or not.

GOVERNMENT AND LOCAL RULES

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

RATE OF PROGRESS

Whole of the materials, plant and labour to be provided by the contractor and the mode, manner and speed of execution and maintenance of the works are to be of kind and conducted in a manner to the satisfaction of the Gujarat Gramin Bank should



the rate of progress of the work or any part thereof be at any time be in the opinion of the Gujarat Gramin Bank too slow to ensure the completion of the whole of the work by the prescribed time or extended time for completion the Gujarat Gramin Bank to expedite progress so as to complete the works by the prescribed time or extended time. Such communications from the Gujarat Gramin Bank neither shall relieve the contractor from fulfilling obligations under the contract nor will he be entitled to raise any claims arising out of such directions.

TAXES AND DUTIES

The tenders must include in their prices for all duty's royalties, octroi and sales tax, vat or any other taxes or local charges on the work if applicable. **(INCLUDING GST).**

No extra claims on this account will in any case be entertained. All rates should be inclusive of sales tax on works contract or turnover at any other related to work contract.

QUANTITY OF WORK TO BE EXECUTED

The quantities shown in the schedule of quantities are intended to cover the entire work in the drawings but the employer reserves the right to execute only a part or the whole or any excess thereof without assign any reason therefore.

OTHER PERSONS ENGAGED BY THE EMPLOYER

The employer reserves the right to execute any part of the work included in this contract of any work, which is not included in this contract by other agency or persons, and contractor shall allow all reasonable facilities and use of this scaffolding for the execution of such work. The main contractor shall extend all co-operations in this regard.

EARNEST MONEY AND SECURITY DEPOSIT

The contractor will have to deposit an amount of **Rs.30,000/-** in the prescribed account of GUJARAT GRAMIN BANK, before the end time of submission of tender as earnest money deposit will be refunded upon issuing of W.O. to the successful bidder. The employer is not liable to pay interest on earnest money unsuccessful tenders will be returned without any interest soon after the decision to award work is taken or after the expiry of the validity period of the tender.

Performance guarantee as 5% of the total work to be given before issuing the work order and to be submitted in the form of FDR in favor of "GUJARAT GRAMIN BANK" payable at Surendranagar having validity of 14 months from the issue of W.O.

CONTRACTOR TO PROVIDE EVERY THING NECESSARY



The contractor shall provide everything necessary for the proper execution of the work according to the intent and meaning of the drawings, schedule of quantities and specifications taken together whether the same may or may not be particularly shown or described therein provided that the same can reasonable be inferred there from and if the contractor finds any discrepancies therein he shall immediately and in writing, refer the same to the employer/architects whose decision shall be final and binding. The contractor shall make his own arrangement for ground and fresh water for carryout of the works at his own cost. The employer shall on no account be responsible for the expenses incurred by the contractor for hired ground or fresh water obtained from elsewhere.

The rates quoted against individual items will be inclusive of everything necessary to complete the said items of work within the contemplation of the contract, and beyond the unit price no extra payment will be allowed for the incidental or contingent work, labour and/or materials inclusive of all taxes and duties whatsoever except for specific items, if any stipulated in the tender documents.

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

The contractor shall also provide such temporary road on the site as may be necessary for the proper performance of the contract, and for his own convenience but not otherwise. Upon completion, such roads shall be broken up and leveled where so required by the drawings unless the employer shall otherwise direct.

The contractor shall at all times given access to workers employed by the employer or any ken employed on the buildings and to provide such parties with proper sufficient and if required, special scaffolding, hoists and ladders and provide them with water and lighting and leave or make any, holes, grooves etc. in any work where directed by the employers as may be required to enable such workmen to lay or fix pipes, electrical wiring, special fitting. The quoted rates of the tenders shall accordingly include all these above-mentioned contingent works.

TIME OF COMPLETION EXTENSION ON TIME & PROGRESS CHART



1. Times of completion: The entire work is to be completed in all respects within the stipulated period. The work shall deem to be commenced within seventh day from the date of acceptance letter, time is essence of the contract and shall be strictly observed by the contractor.

The work shall not be considered complete until the Employer / Architects / Civil Engineers satisfied the work to delayed (a) by reason of any exceptionally inclement weather, or (b) by reason of instruction from the employer in consequence of proceeding taken or threatened by or disputes, with adjoining or neighboring owners or (c) by the works, or delay, of other contractors or tradesmen engaged or nominated by the employer and not referred to in the specification or (d) by reason of authorized extra and additions or (e) by reason of any combination workmen of strikes or lock-out, affecting any of the building trades or (f) from other causes which the employer may consider are beyond the control of contractor. The employer at the completion of the time allowed for the contract shall make fair and reasonable extension of time for completion in respect therefore. In the Even of the employer failing to give possession of the site upon the day specified above the time completion shall be extended suitably.

In case of such strikes or lock-outs, as are referred to above, the contractor shall use his best endeavors to prevent delay, and shall do all that may be reasonably required, to the satisfaction of the employer to proceed with the works and on his doing so that it will be ground of consideration by the employer for an extension of time as above provided the decision of the employer as to the period to be allowed for an extension of time for completion hereunder (which decision shall be final and binding on the contractor) shall be promulgated at the conclusion of such strike or lock-out and the employer shall then , in the event of an extension being granted, determine and declare the final completion date. The provision in clause 15 with respect to payments of liquidated damages shall, in such case, be read and constructed as if the extended date fixed by the employer were substituted for and the damages shall be deducted accordingly.

2. Progress of work: During the period of construction the contractor shall maintain proportionate progress on the basis of a program chart submitted by the contractor immediately before commencement of work and agreed to by the employer / architect. Contractor should also include planning for procurement of scare material well in advance and reflect the same in the program chart so that there is no delay in completion of the project.

LIQUIDATED DAMAGES

Should the work be not completed to the satisfaction of the employer / architects within the stipulated period, the contractor shall be bound to pay to the employer a sum calculated as given in appendix here to by way of liquidated damages and not as



penalty during which the work remains uncompleted or unfinished after the expiry of the completion date.

For contracts having time for completion
30 days and less

1% of the accepted contracted sum per week of delay subject to ceiling of 10% of the accepted contracted sum.

TOOLS, STORAGE OF MATERIALS, PROTECTIVE WORKS AND SITE OFFICE REQUIREMENTS

The contractor shall provide, fix up and maintenance in an approved position proper office accommodation for the contractor's representative and staff which office shall be open at all reasonable hours to receive instruction notices or communications and clear away on completion of the works and make good all work disturbed.

All drawings, maintained on the site are to be carefully mounted on boards of appropriate size and covered with a coat of approved varnish. They are to be protected from ravages of termites, ants and other insects.

The contractor shall provide at his own cost all artificial light required for the work and to enable other contractors and sub-contractors to complete the work within the specifies time.

The contractor shall provide a suitable temporary hut for the watchmen and clear away the same when no longer required and to provide all necessary attendance, lights etc., required. Every precaution shall be taken by the contractor to prevent the breeding of mosquitoes on the works during the contraction, and all receptacles, cisterns, water tank etc., used for storage of water must be suitably protected against breeding of mosquitoes. The contractor shall indemnify the employer against any breach of rules in respect of anti-malarial measures.

Protective Measures: The contractor from the time of being placed in possession of the site must make suitable arrangements for watching, lighting and protection the work, the site and surroundings properly by day, by night, on Sundays and other holidays.

Storage of materials: The contractor shall provide and maintain proper sheds for the proper storage and equate protection of the materials etc., and other work that may be executed on the site including the tools and materials of sub-contractors and remove same on completion. Sheds for storage of cement are to have soiled floor raised above the ground.

Tools: The dolite levels, prismatic compass, chain, steel and metallic tapes and all other surveying instruments found necessary on the works shall be supplied by the contractor, for the due performance of this contracts as instructed by the site engineer.

All measuring tapes shall be of steel and suitable scaffolding and ladders that may be requirement for safely taking measurement and shall be supplied by the contractor.

The masons and the supervisors on the work shall carry with them always a one meter or two meter steel tape, a measuring tape of 30 meters, a spirit level, a plumb bob and a square and shall check the work to see that the work is being done according to the drawings and specifications. The site engineer will use any or all measuring instruments or tools belonging to the contractors as he chooses for checking the works executed or being executed on the contract.



The contractor should cover in his rates for making provisions for all reasonable facilities for the use of his scaffolding tools and plant etc., by subcontractors for their work.

CLEARING SITE AND SETTING OUT WORKS

The site shown on the plan shall be cleared of all obstructions, loose stone, and materials rubbish of all kinds. All holes or hollows whether originally existing or produced by removal of loose stone or

Material shall be carefully filled up with, well rammed and leveled off as directed at his own cost.

The contractors shall set out works and shall be responsible for the true and perfect setting out of the work and for the corrections of the positions, levels, dimensions and alignment of all parts thereof. If at any time, any error shall appear during the progress of any part of the work, the contractor shall at his own expenses rectify such error, if called upon to the satisfaction of the employer. The contractor shall further set out the works to the alternative position at the site until one is finally approved and the rates quoted in his tender include for this and no extra on this account will be entertained.

CONTRACTOR IMMEDIATELY TO REMOVE ALL OFFENSIVE MATTERS

All soils fifth or other matters of any offensive nature taken out of any trench, sewer, drain, cesspool of other place shall not be deposited on the surface but shall be at once away by the contractor to place provided by him.

The contractor shall keep the foundation and works free from water and shall provide and maintain at his own expenses electrically and other power-driven pumps and other plant to the satisfaction of the employer for the purpose, until the building is handed over to the employer. The contractor shall arrange for the disposal of the work so accumulated to the satisfaction of the employer and local authorities and no claim will be entertained afterwards if he does not include in his rates for this purpose.

MATERIALS, WORKMANSHIP, SAMPLES, TESTING OF MATERIALS

All the works specified and provided for the specifications or which may be required to be in order to perform and complete any part thereof shall be executed in the best and most workmanlike manner with materials of the best and approved quality of the respective kinds in accordance with at the particular contained in and implied by the specifications and as represented by the drawings or according to such other additional particulars, and instructions as may from time to time be given by the Employer/Architects during the execution of the work and to his entire satisfaction. If required by the Employer / Architects the contractor shall have to carry out tests on materials and workmanship at site and at approved materials testing laboratories or as prescribed by the Employer / Architects at his own cost to prove that material etc., under test conform to the relevant I.S. Standards or as specified in the specifications. The necessary charges for preparation of mold (in case of concrete cube) transporting; testing etc. shall have to be borne by the contractor. No extra payment on this account should in any case be entertained. The contractor is required to maintain a small laboratory at site for testing the concrete cubes, bricks, slump, particle size destruction (for aggregates) slit content, weight of



cement, aggregate etc., and small test the materialism presence of site engineer without any extra cost.

All the materials (except where otherwise described) stores and equipment required for the full performance of the work under the contract must be provided through normal channels and must include charge for import duties, sales-tax, octroi and other charges and must be the best of their and available and the contractor/s must be entirely responsible for the proper and efficient carrying out of the work. The work must be done in the bet workmanship manner. Samples of all materials to be used must be submitted to the Employer / Architects when so directed by the Engineer/ Architects and written approval from Employer / Architects when so directed by the

Engineer / Architects and written approval from Employer / Architects must be obtained prior Placement of order.

During the climate weather the contractor shall suspend concreting and plastering for such time as the Employer / Architects may direct and shall from injury all work when in course of execution. Any damage during construction any part of the work for any reason, due to rain, storm or neglect of contractor shall be rectified by the contractor in an approved manner at no extra cost.

Should the work be suspended by the reason of rain, strike, lockouts or any other cause, the contractor shall take all precautions necessary for the protection of work and at his own expenses shall make good nay damage arising from any of these causes.

The contractor shall cover up and protect from damage, from any cause, all new work and supply all temporary/ doors, protection to windows, and any other requisite protection for the execution of the work whether by himself or special tradesmen or sub-contractor and any damage caused must be made good by the contractor at his own expenses.

REMOVAL OF IMPROPER WORK

The Employer / Architect shall during the progress of the work have power to order in writing form time to time the removal from the work within such reasonable time to time as any be specified in the order of any materials which in the opinion of the Employer / Architects are not in accordance with specification or instructions, the substitution or proper re-execution of any work executed with materials or workmanship not in accordance with the drawings and specifications or instruction. In case the contractor refuses to comply with the order the employer shall have the power to employ and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereof as certified by the employer/architects shall be borne by the contractor or may be deducted from any money due to or that may become due to the contractor. No certificate, which may be given by the architects, shall relieve the contractor from his liability in respect of unsound work or bad materials. The decision of the employers in this regard shall be final and binding on the contractor.

SITE ENGINEER

The term "Site Engineer" mean the person appointed and paid by the employer to superintend the work. The contractor shall afford the site engineer every facility and assistance for



examining the works and materials and for checking and measuring work and materials. The site engineer shall have no power to revoke, alter, enlarge or relax any requirements of the contractor or to sanction any day work, deviations or omissions or non-extra work, except in so far as such authority may be specially conferred by a written order of the employer.

The site engineer shall have power to give notice to the contractor or to his Foreman, of non-approval of any work or materials and such work shall be suspended or the use of such materials shall be discontinued until the decision of the employer is obtained. The work will be examined time to time by the architects, engineer from the premises and estates department of the employer and the site engineer. But such examination shall not in any way exonerate the contractor from the obligation to remedy any defects, which may be found to exist at any stage of the work or after the same is complete. Subject to the limitations of this clause the contractor shall take instructions only from the architects / employer / civil engineer.

CONTRACTOR'S EMPLOYEES

The contractor shall employ technically qualified and competent supervisors for the work shall be available (by turn) throughout the working hours to receive and comply with instructions of the Employer/architects. The contractor shall engage at least one experienced engineer as site in charge for execution of the work. The contractor shall employ in connection with the work persons having the appropriate skill or ability to perform their job efficiently.

The contractor shall employ local laborers on the work as far as possible.

No labourer below the age of eighteen years and who is not an Indian shall be employed on the work.

Any labourer supplied by the contractor to be engaged on the work on day-work basis either wholly or partly under the direct order on control of the employer or his representative shall be a person²⁴ employed by the contractor.

The contractor shall comply with the provisions of all labour legislation including the requirements of

- a) The payment of wages act
- b) Employer's liability act.
- c) Workmen's compensation act.
- d) Contract labour (regulation & abolition) act, 1970 and central rules 1971.
- e) Apprentices act. 1961.
- f) Any other act or enactment relating thereto and rules framed hereunder from time to time.

The contractor shall keep the employer saved harmless and indemnified against claims if any of the workmen and all costs and expenses as may be incurred by the employer in connection with any claim that may be made by nay workmen.

The contractor shall comply at his own cost with the order of requirement of any health officer of the State or any local authority or the employer regarding the maintenance of proper environmental sanitation of the area where the contractor's laborers are housed or accommodated, for the prevention of small pox, cholera, plague, typhoid, malaria and other contagious diseases. The contractor shall provide, maintain and keep in good sanitary condition adequate sanitary accommodation and provide facilities for pure drinking water at all times for



the use of men engaged on the works and shall remove and clear away the same on completion of the works. Adequate precautions shall be taken by the contractor to prevent nuisance of any kind of the works. Adequate precautions shall be taken by the contractor to prevent nuisance of any kind on the works or the lands adjoining the same. The contractor shall arrange to provide first-aid treatment to the labourers engaged on the works. He shall within 24 hours of the occurrence of any accident at or about the site or in connection with execution of the works, report such accident to the employer and also to the competent authority where such report is required by law.

DISMISSAL OF WORKMEN

The contractor shall on the request of the employer / architect immediately dismiss from works any person employed thereon by him. Who may in opinion of the employer/ architect is unsuitable or incompetent or who may misconduct himself. Such discharge shall not be the basis of any claim for compensation or damages against the employer or any of their chief officer or employee.

ASSIGNMENT

The contractor shall execute the whole of the works included in the contract and the contractor shall not directly or indirectly transfer, assign or underwrite the contract or any part, Share or interest therein not, shall take a new partner, without written consent of the employer and no subletting shall relieve the contractor from the full and entire responsibility of the contract or from active superintendence of the work during their progress.

DAMAGE TO PERSONS AND PROPERTY INSURANCE ETC.

The contractor shall be responsible for all injury to the work or workmen to persons, animals or things and for all damages to the structural and/or decorative part of property which may arise from the operations or neglect of himself or any sub-contractor or of any his or a sub-contractor's employees, whether such injury or damages arise from carelessness, accident or any other causes whatsoever in any way connected with the carrying out of this contract. The clause shall be held to include any damages to buildings whether immediately adjacent or otherwise, and any damages to roads, streets, footpaths or ways as well as damages to the building and the works forming the subject of this contract by rain, wind or inclemency of the weather. The contractor shall indemnify the employer and hold harmless in respect of all and any expenses arising from a by such injury or damages to persons or property injury or damages under acts of compensation or damage consequent upon such claim.

The contractor shall reinstate all damage or every sort mentioned in these clauses, so as to deliver the whole of the contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damages to the property of third parties.

The contractor shall affect the insurance necessary and indemnify the employer entirely from all responsibility in this respect. The insurance must be placed with a company approved by the employer and must be affected jointly in the name of the contractor and the employer and the policy logged with the latter. The scope of insurance is to include damage or loss to the contract itself till this is made over in a complete state. Insurance is compulsory and must be affected from the very initial stage. The contractor shall also be responsible for anything which



may be excluded from damage to any property arising out incidents, negligence of defective a carrying out of this contract.

The employer shall be at liberty and is hereby empowered to deduct the amount of any damages, compensations, costs charges and expenses arising or occurring from or in respect of any such claim for damages from any sums due or to become due to the contractor.

INSURANCE

Unless otherwise instructed the contractor shall insure the works and keep then insured until the virtual completion of the contract against loss or damage by fire and/or earthquake, flood. The insurance must be placed with a company approved by the employer, in the joints names of the employer and the contractor for such amount and for any further sum if called to do so by the employer, the premium of such further sum being allowed to the contractor as an authorized extra.

The contractor shall deposit the policy and receipt for premiums paid with the employer within 21 (Twenty-one) days from the date of issue of work order unless otherwise instructed. In default of the contractor reinsuring as provided above the employer on his behalf may so insure and may deduct the premises paid from any money due, or which may become due to the contractor. The contractor shall as soon as the claim under the policy is settled or the work rein stead by the insurance company should they elect to do so, proceed with due diligence with the completion of works in the same manner as though the far has not occurred and in all respects under the condition of the contract. The contractor in case of rebinding or reinstatement after fire shall be entitled to extension of time for completion as the employer may deem fit.

ACCOUNTS RECEIPTS & VOUCHERS

The contractor shall, upon the request of the employer furnish them with all the invoices, accounts, and receipts all other vouchers that they may require in condition with the works under this contract. If the contractor shall use materials less than what he is required under the contract, the value of the difference in the quantity of the materials he was required to use and that he actually used shall be deducted from his dues. The decision of the employer shall be final and binding on the contractor as to the number of materials the contractor is required to use for any work under this contract.

MEASUREMENTS OF WORK

Before taking any measurement of any work the site engineer or a subordinate deputed by him shall give reasonable notice to the contractor. If the contractor fails to attend at the measurements after such notice or fails to countersign or to record the difference within a week from the date of measurement in the manner required by the site engineer then in any such event the measurements taken by the site engineer or by the subordinate deputed by him as the case may be is final and binding on the contractor and the contractor shall have no right to dispute the same.

PAYMENTS



All bills shall be prepared and submitted by the contractor in the form prescribed by the employer/ architect/ civil engineer. Normally one interim bill shall be prepared each month subject to minimum value for interim certificate as agreed in these documents. The bills in proper forms must be duly accompanied by detailed measurements in support of the quantities of work done and must show deductions for all previous payments, retention money etc. duly signed by the site engineer and the contractor. (Only Full & Final Bill be allowed)

The Employer / Architects shall issue a certificate after due scrutiny of the contractor's bill stating the amount due to the contractor from the employer and the contractor shall be entitled to payment thereof within the period of honoring certificate named in these documents, vide appendix to these conditions.

The amount stated in an interim certified shall be the total value of work properly executed up to the date of the bill less the amount to be retained by the employer as retention money vide clause 12 of these conditions and less installments previously paid under these conditions, provided that such certificate shall only include the value of said material and goods as and from such time as they are reasonably, properly and not prematurely brought to or placed adjacent to the work and then only if adequately protected against weather or other casualties. The employer will deduct retention money as described in clause 12 of these conditions. The refund of retention money will be made as specified in the said clause.

If the Employer has supplied any materials or goods to the contractor, the cost of any such materials or goods will be progressively deducted from the amount due to the contractor in accordance with the quantities consumed in the work.

All the interim payments shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed and shall not preclude the requiring of bad, unsound, and imperfect or unskilled work to be removed and taken away and reconstructed, or re-erected or be considered as an admission of the due performance of the contract, or any part thereon of the due performance of the contract, or any part thereof in any respect or the accruing of any part thereof in any respect or the accruing of any claim, nor shall, it conclude determine or effect on anyway the power of the employer under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise or in any other way very or affect the contract. The contractor shall submit the final bill within one month of the date fixed for completion of the work or of the date of certificate of completion furnished by the site engineer and payment shall be made within three months.

The Certificate of the Architect shall of itself be conclusive evidence that any works of materials to which it relates as in accordance with the contract, neither will the contractors have claim for any amounts which the Architects might have certified in any interim bill and said by the Employer and which might subsequently be discovered as not payable and in this respect the Employers decision shall be final and binding.

The Architect shall have power to withhold any certificate of the works or any parts thereof are not being carried out to his satisfaction.

The Architect may by any certificate make any correction in any previous certificate, which shall have been issued by him.

Architect shall issue no Certificate of payment if the contractor fails to ensure the keep them insured till the issue of Virtual Completion Certificate.



Payments upon the Architects Certificate shall be made within the period named in the schedule 'A' as "Period of honoring Certificates" after such Certificates have been delivered to the Employer.

FULL & FINAL PAYMENT

The full & final bill shall accompany with a certificate of completion from the employer/ architects/ civil engineer. Payments of final bills shall be made after deduction of retention money as specified in clause 12 of these conditions, which sum shall be refunded after the completion of the defects liability period after receiving the Employer's/ Architect's certificate that the contractor has rectified all defects to the satisfaction of the Employer/ Architects/ Civil Engineer. The acceptance of payment of the final bills by the contractor would indicate that he would have to further claim in respect of the work executed.

INSURANCE OF WORKS

1. Without limiting his obligations and responsibilities under the contract, the contractor shall insure in the joint names of the Gujarat Gramin Bank and the contractor against all loss of damages from whatever cause arising other than the excepted risks, for which he is responsible under the terms of contract and in such a manner that the Gujarat Gramin Bank and contractor are covered for the period stipulated in clause 28 of GCC and are also covered during the period of maintenance for loss or damage arising from a cause, occurring prior to the period of maintenance for loss or damage arising from a cause, occurring prior to the commencement of the period of maintenance and for any loss or damage occasioned by the contractor in the course of any operations carried out by him for the purpose of complying with his obligations under clause.
 - a) The works for the time being executed to the estimated current Contract value thereof, or such additional sum as may be specified together with the materials for incorporation in the works at their replacement value.
 - b) The constructional plant and other things brought on to the site by the contractor to the replacement value of such constructional plant and other things.
 - c) Such insurance shall be effected with an insurer and in terms approved by the Gujarat Gramin Bank which approval shall not be unreasonably withheld and the contractor shall whenever required produce to the Gujarat Gramin Bank / Gujarat Gramin Bank the policy of insurance and the receipts for payment of the current premiums.

2. Damage to Persons and Property

The contractor shall, except if and so far as the contract provides otherwise indemnify the Gujarat Gramin Bank against all losses and claims in respect of injuries or damages to any person or material or physical damage to any property whatsoever which may arise out of or in consequence of the execution and maintenance of the works and against all claims proceedings, damages, costs, charges and expenses whatsoever in respect of or in relation thereto except any compensation of damages for or with respect to:

- a) The permanent use or occupation of land by or any part thereof.



- b) The right of Gujarat Gramin Bank to execute the works or any part thereof on, over, under, in or through any lands.
- c) Injuries or damages to persons or properties which are unavoidable result of the execution or maintenance of the works in accordance with the contract.
- d) Injuries or damage to persons or property resulting from any act or neglect of the Gujarat Gramin Bank their agents, employees or other contractors not being employed by the contractor or for or in respect of any claims, proceedings, damages, costs, charges and expenses in respect thereof or in relation thereto or where the injury or damage was contributed to by the contractor, his servants or agents such part of the compensation as may be just and equitable having regard to the extent of the responsibility of the Gujarat Gramin Bank, their employees, or agents or other employees, or agents or other contractors for the damage or injury.

3. Contractor To Indemnify Gujarat Gramin Bank

The contractor shall indemnify Gujarat Gramin Bank against all claims, proceedings, damages, costs, charges and expenses in respect of the matters referred to in the matters referred to in the provision sub-clause 26.2 of this clause.

4. Contractor's Superintendence

The contractor shall fully indemnify and keep indemnified Gujarat Gramin Bank against any action, claim, or proceeding relating to infringement or use of any patent or design or any alleged patent or design rights and shall pay any royalties which may be payable in respect of any article or part thereof included in the contract. In the event of any claim made under or action brought against Gujarat Gramin Bank in respect of such matters as aforesaid the contractor shall be immediately notified thereof and the contractor shall be at liberty, at his own expenses to settle any dispute or to conduct any litigation that may arise there from, provided that the contractor shall not be liable to indemnify the Gujarat Gramin Bank if the infringement of the patent or design or any alleged patent or design right is the direct result of an order passed by the Gujarat Gramin Bank in this behalf.

5. Third Party Insurance

- a) Before commencing the execution of the work the contractor but without limiting his obligations and responsibilities under clause 26.0 of GCC shall insure against his liability for any material or physical damage, loss or injury which may occur to any property including that of Gujarat Gramin Bank, or to any person, including any employee of the Gujarat Gramin Bank, by or arising out of the execution of the works or in the carrying out of the contract, otherwise than due to the matters referred to in the provision to clause 26.0 thereof.
- b) Minimum amount of Third Party Insurance
Such insurance shall be affected with an insurer and in terms approved by Gujarat Gramin Bank which approval shall not be reasonably withheld and for at least the amount stated below. The contractor shall, whenever required. Produce of the Gujarat Gramin Bank the policy or policies of insurance cover and receipts for payment of the current premiums.
- c) The minimum insurance cover for physical property, injury, and death is Rs. 5,00,00,000/- occurrence with the number of occurrences limited to four. After each occurrence



contractor will pay additional premium necessary to make insurance valid for four occurrences always.

6. Accident or Injury to Workman

Gujarat Gramin Bank shall not be liable for or in respect of any damages or compensation payable at law in respect or in consequence of any accident or injury to any workmen or other person in the employment of the contractor or any sub-contractor, save and except an accident or injury resulting from any act or default of Gujarat Gramin Bank or their agents, or employees. The contractor shall indemnify and keep indemnified Gujarat Gramin Bank against all such damages and compensation, save and except as aforesaid, and against all claims, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

- a) Insurance against Accidents etc. to Workmen The contractor shall insure against such liability with an insurer approved by Gujarat Gramin Bank during the whole of the time that any persons are employed by him on the works and shall, when required, produce to the Gujarat Gramin Bank such policy of insurance and receipt for payment of the current premium. Provided always a that, in respect of any persons employed by any subcontractor the contractor's obligation to insure as aforesaid under this sub clause shall be satisfied if the sub-contractor shall be insured against the liability in respect of such persons in such manner that Gujarat Gramin Bank in indemnified under the policy but the contractor shall require such subcontractor to produce to Gujarat Gramin Bank when such policy of insurance and the receipt for the payment of the current premium.

7. Remedy on Contractor's failure to Insure:

If the contractor fails to effect and keep in force the insurance referred to above or any other insurance which he may be required to effect under the terms of contract, then and in any such case the Gujarat Gramin Bank may effect and keep in force any such insurance and pay such premium or premiums as may be necessary for that purpose and from time to time deduct the amount so paid by the Gujarat Gramin Bank as aforesaid from any amount due or which may become due to the contractor, or recover the same as debt from the contractor. Without prejudice to the others rights of the Gujarat Gramin Bank against contractors. In respect of such default, the employer shall be entitled to deduct from any sums payable to the contractor the amount of any damages costs, charges, and other expenses paid by the Gujarat Gramin Bank and which are payable by the contractors under this clause. The contractor shall upon settlement by the insurer of any claim made against the insurer pursuant to a policy taken under this clause, proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the monies received from the insurer in respect of such damage shall be paid to the contractor and the contractor shall not be entitled to any further payment in respect of the expenditure incurred for rebuilding or repairing of the materials or goods destroyed or damaged.

VARIATION/DEVIATION

The price of all such additional items/ non-tendered items will be worked out on the basis of rates quoted for similar items in the contract wherever existing or on engineering rate analysis based on prevalent fair price of labour, material and other components as required. The tender rates shall hold good for any increase or decrease in the tendered quantities.



SUBSTITUTION

Should the contractor desire to substitute any materials and workmanship, he/they must obtain the approval of the architects in writing for any such substitution well in advance. Materials designated in this specification indefinitely by such term as 'Equal' or "Other approved" etc. specific approval of the employer/ architects has been obtained in writing.

CLEARING SITE ON COMPLETION

On completion of the works the contractor shall clear away and remove from the site all construction plant, surplus material, rubbish and temporary works of every kind and leave the whole of the site and the works clean and in a workmanlike condition to the satisfaction of the employer/ architects.

DEFECTS AFTER COMPLETION

The contractor shall make good at his own cost and to the satisfaction of the employer/ architects all defects, shrinkage, settlements or other faults which may appear within 12 months after completion of the work- In default the employer may employ and pay other persons to amend and make good such damages, losses and expenses consequent thereon or incidental thereto shall be made good and borne by the contractor and such damages, loss and expenses shall be recoverable from him by the employer or may be deducted by the employer, in lieu of such amending and making good by the contractor, deduct from any money due to the contractor a sum equivalent to the cost of amending such work and in the event of the amount retained being insufficient, recover that balance from the contractor from the amount retained under clauses No. 12 together with any expenses the employer may have incurred in connection therewith.

CONCEALED WORK

The contractor shall give due notice to the employer/ architects whenever any work is to be buried in the earth, enclosed or in the bodies of walls or otherwise becoming inaccessible later on, in order that the work may be inspected and correct dimensions taken before such burial, in default where of the same shall, at the opinion of the employer/ architect be either opened up for measurement at the contractor's expenses or no payment may be made for such materials Should any dispute or differences arise after the execution of any work as to measurements etc. or other matters which cannot be conveniently tested or checked the notes of the employer/ architects shall be accepted as correct and binding on the contractor.

ESCALATION

The rate quoted shall be firm throughout the tenure of the contract including extension of time, if any, granted and will not be subject to any fluctuation due to increase in quantity, cost, materials, labour, sales tax, octroi, etc. **(INCLUDING GST)**

TERMINATION OF CONTRACT BY EMPLOYER

If the contractor being a company go into liquidation whether voluntary or compulsory or being a firm shall be dissolved or being an individual shall be judged insolvent or shall make an assignment or a composition for the benefit of the greater part, in number of amount of his creditors or shall enter into a deed or arrangement with his creditors, or if the contractor in insolvency, or receiver of the contractor of the contractor in insolvency, shall repudiate the



contract, or if a receiver of the contractor's firm appointed by the court shall be unable, within Seven days after notice to him requesting him to do so, to show to the reasonable satisfaction of the employer that he is able to carry out and fulfill the contract, and if so to do so, to show to the reasonable satisfaction of the employer that he is able to carry out and fulfill the contract, and if so required by the employer to give reasonable security therefore, or if the contractor shall suffer execution to be issued, or shall suffer any payment under this contract to be attached by or on behalf of and of the creditors of the contractors, or shall assign, charge or encumber this contract or any payments due or which may become due to the contractor, there under, or shall neglect or fail to observe and perform all or any of the acts matters of things by this contract to be observed and performed by the contractor within three clear days after the notice shall have been given to the contractor in manner hereinafter mentioned requiring the contractor to observe or perform the same or shall use improper materials or workmanship in carrying on the works, or shall in the opinion of the employer not exercise such due improper materials or workmanship in carrying on the works, or shall in the opinion of the employer nor exercise such due diligence and make such due progress as would enable the work to be completed due time agreed upon, and shall fail to proceed to the satisfaction of the employer after three clear days' notice requiring the contractor so to do shall have been given to the contractor as hereinafter mentioned, or shall abandon the contract, then and in any of the said cases, the bank may notwithstanding previous waiver determine the contract by a notice in writing to the effect as hereinafter mentioned, but without thereby effecting the powers of the employer of the obligations and liabilities of the contractor the whole of which shall continue in force as fully as if the contract, had not been so determined and if the works subsequently executed had been executed by or on behalf of the contractor (without thereby creating any trust in fav out of the contractor) further the employer or his agent, or servants, may enter upon and take possession of the work and all plants, tools, scaffolding, sheds, machinery, steam and other power, utensils and materials lying upon premises other adjoining lands or roads and sell the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the works or by employing any other contractors or other persons or person to complete the works, and the contractor shall not in any way interrupt or do any act, matter or prevent or hinder such other contractors or other persons or person employed form completing and finishing or using the materials and plants of the works when shall be completed, or as soon thereafter as conveniently may be, the employer shall give notice in writing to the contractor to remove his surplus materials and plants and should the contractor fail to do so within a period of 14 days after receipt by him the employer may sell the same by public action and shall give credit to the contractor for the amount so released.

Any expenses or tosses incurred by the employer in getting the works carried out by the contractor for the amount so released. Any expenses or losses incurred by the employer in getting the works carried out by other contractors shall be adjusted against the amount payable to the contractor by way of selling his tools and plants or due on account of work carried out by the contractor prior to engaging other contractors or against the security deposit.

SIGNING OF TENDER

The tender shall contain the name residence and place of business of person or person making the tender and shall be signed by the contractor with his usual signature. Partnership firms shall furnish the full name of all partners in the tender. It should be signed in the partnership name by all partners or by duly authorized representative followed by corporation shall be signed by an authorized representative, and in power of Attorney in that behalf shall accompany the tender. A copy of constitution of the firm with names of all partners shall be furnished.

TRANSFER OF TENDER DOCUMENTS



Transfer of tender documents purchased by one intending contractor to another is not permitted.

SPECIAL CONDITIONS OF CONTRACT

Special condition of contract shall be read in construction with the general conditions of contract, specifications of work, Drawings and any other documents formed part of this contract were the context so required.

Notwithstanding the sub-division of the documents into these separate sections and volumes every part of each shall be deemed to be supplementary to the complementary of every other part and shall be read with and into the contract so far as it may be practicable to do so.

Where any portion of the General Conditions of Contract it repugnant to or at variance with any provisions of the Special Conditions of Contract, then unless a different intention appears, the provisions of the special conditions of contract shall be deemed to override the provisions of the General Conditions of Contract and shall, to the extent of such repugnancy of variations.

RIGHTS OP EMPLOYER/ ARCHITECTS TO FORFEIT SECURIT DEPOSIT

Whenever any claim against the Contractor for the payment of a sum of money arises out of or under the contract, Employer/ Architects shall be entitled to recovery such sum by appropriating in part or whole, the security deposit of the contractor, and to sell Government securities, etc. forming whole or part of such security. In the event of the security being insufficient or if no security has been taken from the Contractor, then the balance or the total sum recoverable, as the case may be, shall be deducted from any sum then due or which at any time there after any become due to the Contractor under this or any other contract with the Employer / Architects and should this be not sufficient to cover the recoverable amount the contractor remaining due.

ACTION WHEN WHOLE OF SECURITY DEPOSIT IS FORFEITED

In any case in which under any clause or clauses of this contract the contractor shall have forfeited the whole of his security deposit (whether paid in one sum or deducted by installments) or have committed a breach of any of the terms contained in this contract Employer / Architects shall have power to adopt any of the following courses as they deem best suited to its interest.

- (a) To rescind the contract of which rescission notice in writing to the contractor under the hand of the Site Engineer shall be conclusive evidence in which case the security deposit of the contractor shall stand forfeited and be absolutely at the disposal of Employer / Architects.
- (b) To employee Laboure paid by Employer / Architects and to supply material to carry out the work or any part of the work debiting contractor with the cost of Laboure and the price of the materials of the amount of which cost and price, a certificate of the site Engineer shall final and conclusion against the contractor, and credit by him with the value of the work done, in all respect and same manner and at the same rates as if it had of carried out by the contractor under the terms of his contract and certificate of the Site Engineer to the value of the work done shall be final and



inclusive against the contractor. To measure up the work of the contractor and to do such part thereof as shall be unexecuted of his to give is to another contractor to complete, which case may expenses which may be incurred in excess the sum which would have been paid to the original contractor had the work been executed by him (of amount of which excess the certificate in writing the Site Engineer shall be final and conclusive) shall borne and paid by the original contractor and may deducted from any money due to him otherwise or from his security deposit or from the proceeds of sale thereof, or a sufficient thereof.

The event of any of the above course being adopted Employer / Architects the contractor shall have no claim compensation for any loss sustained by him be reason his having purchased or procured any material or bear onto any advances on account of or with a view the execution of The work or the performance of the contract And in case the contract shall not entitled to recover or be paid any sum for any work therefore actually performed under this contract unless and until the Site Engineer will certify in writing the performance of such work, and the value payable in respect of and he shall only be entitled to be paid so certified. Architects' representative.

EXECUTION OF WORKS

All the works shall be executed in strict conformity, the provisions the contract documents and with explanatory detailed drawings, specifications and actions as may be furnished from time to time to contractor by the Site Engineer whether mentioned in the contract or not. The contractor shall be responsible for ensuring that works through are executed in the most substantial proper workmanship in strict accordance with the specifications and to the entire satisfaction of the Site Engineer.

Wherever it is mentioned in the specifications that the contractor shall perform certain work or provide certain facilities/ materials, it is understood that the contractor shall do so at his cost the materials, design and workmanship shall satisfy the relevant Indian Standards, the job specifications contained herein and codes referred to. Where the job specifications stipulate requirements in addition to those contained in the standard codes and specifications, these additional requirements shall also be satisfied.

COORDINATION AND INSPECTION OF WORK

The coordination and inspection of the day-today work under the contract shall be the responsibility of the Site Engineer. The Site Engineer or his authorized representative will normally pass the written instructions regarding any particular job. The contractor or his authorized representative will sign a work order book by a way of acknowledgement within 12 hours. This shall be in additional to instructions or orders issued in writing by the Site Engineer.

SCHEDULE OF RATE TO COVER CONSTRUCTIONAL PLANT, MATERIALS, LABOUR, ETC.

Without In any way limiting the provisions of the preceding sub-clause the schedule of Rates shall be deemed to include and cover the cost of all constructional plant, temporary works (except as provided for herein) pumps, materials, labour, insurance, fuel, stores, and appliances to be supplied by the contractor and all other matters in connection with each item in every respect maintained and as shown or described in the contract documents or as may be ordered in writing during the continuance of the contract.



SCHEDULE OF RATES TO COVER ROYALTIES, RENTS AND CLAIMS

The Schedule or Rates shall be deemed to include and cover the cost of all royalties and fees for all articles, processes, protected by letters, patent or otherwise incorporated in or used in connection with the works, also all royalties, rents and other payments in connection with obtaining materials of whatsoever kind for the works and shall include an indemnity to Employer / Architects which the contractor hereby give against all actions, proceedings, claims, damages, costs and expenses arising from the incorporation or the use on the works of any such articles, processes or materials Octroi or other municipal or local Board charge, if levied on materials, equipment or machinery's to be brought to site and removed form site for use on work or after completion of the work, shall be borne by the contractor.

SALES TAX ON WORKS CONTRACT / TURNOVER TAX

This being a works contract, no sales tax / turnover tax will be payable on the contract price or part thereof. However, if at a later date due to any statutory amendment, the contractor is required to pay sales tax / turnover tax on the contract price or part thereof, it should be borne by the contractor.

PROCEDURE FOR MEASUREMENT & BILLING OF WORK IN PROGRESS MEASUREMENTS

All measurements shall be in metric system. All the works in progress will be jointly measured by the authorized agent progressively. Such measurements will be got record in the measurements book by the Site Engineer or his authorized representative and signed in taken of acceptance by the contractor or his authorized representative.

For the purpose of taking joint measurement the contractor's representative shall be bound to be present whenever required by the Site Engineer. If the absent for any reasons whatsoever the. The Site Engineer or his representative will take measurements and this will be deemed to be correct, and binding on the contractor.

Works that are likely to be covered up by subsequent operations should be got measure before such covering up, failing which such covered works may be liable for not being measured.

BILLING

The contractor will submit a bill in approved Performa in triplicates to the Site Engineer of the work giving abstract and detailed measurement for the various items executed during a month.

DISPUTE ABOUT MODE OF MEASUREMENT

In case of any dispute as to the mode of measurement not covered by the contract to be adopted for any item or work, mode of measurement as per Indian Standard Specification No. 1200 shall be followed.

RECEIPT FOR PAYMENT

Receipts for payments made on account of work when executed by a firm, must be signed by a person holding due power of attorney in this respect on behalf of the contractor, except when the contractor is described in his tender as a limited company in which case the receipt must be signed in the name of the company by one of its Principal officers or by some other



persons having authority to give effectual receipt for the company. The Employer shall have the right to cause a technical examination of the works and final bill of contractor including all supporting vouchers, abstracts, etc., to be made at the time of payment of the final bill. If as a result of this examination or otherwise any sum found to have been overpaid or over certified, it shall be lawful for the Employer to recover the sum. The project comes under purview of the Chief Technical Examiner, central valiance Commission, Govt. of India, New Delhi. The Chief Technical Examiner (CTE) may check the work and give comments observation, which the contractor is bound to comply at their own cost.

LOCAL LAWS, ACTS, REGULATIONS:

The contractor shall strictly adhere to all prevailing labour laws inclusive of contract labour (regulation and abolition act of 1970) and other safety regulations. The contractor shall comply with the provision of all labour legislation including the latest requirements of all the Acts, laws, any other regulations that are applicable to the execution of the project. Page 29

- i. Minimum wages Act 1948 (Amended)
- ii. Payment of wages Act 1936 (Amended)
- iii. Workmen's compensation Act 1923 (Amended)
- iv. Contract labour regulation and abolition act 1970 and central rules 1971 (Amended)
- v. Apprentice act 1961 (Amended)
- vi. Industrial employed (standing order) Act 1946 (Amended)
- vii. Personal injuries (Compensation insurance) act 1963 and any other modifications
- viii. Employees' provided fund and miscellaneous provisions Act 1952 and amendment thereof.
- ix. Shop and establishment act
- x. Any other act or enactment relating thereto and rules framed there under from time to time

ACCIDENTS

The contractor shall immediately on occurrence of any accident at or about the site or in connection with the execution of the work report such accident to the Gujarat Gramin Bank. The contractor shall also such report immediately to the competent authority whenever such report is required to be lodged by the law and take appropriate actions thereof.

Signature of Contractor & Seal



GENERAL CONDITION

1. The tender shall be submitted online on GEM portal only
2. No tender will be received after **17:00 p.m.** on Date: **10/02/2026** under any circumstances whatsoever. 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, containing conditions or non-conditions statement in the stipulated forms should be submitted. The covers should be suitably super scribed indicating the contents. **The technical bid / forms with the supporting documents shall be uploaded on GeM portal along with the proof of Tender Fee & EMD. However, the price bid should be uploaded online on GeM portal only.**

A. MODE OF SUBMISSION OF TENDER:

The tender shall be submitted online on GEM portal only.

(a) DOCUMENTS UPLOADED SHALL BE:

- I. Earnest money deposit in the form as indicated above.
- II. 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.
- III. The name and addresses of the bankers to the tenderer.
- IV. Latest income tax Clearance certificate.
- 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. Details of registration with Nationalized Banks / Public sector undertakings / government / Semi Government organizations.
- VIII. Certificate of performance from their previous clients.
- IX. Detail about constitution of firm - whether proprietorship, partnership, private public ltd Co., cooperative body etc.
- X. Name/s or proprietor / partners / Directors etc.
- XI. Registration date.
- XII. Other relevant information as per enclosed format.
- XIII. The aforesaid information / document EMD along with tender documents (excluding priced tender) issued by the Architects should be uploaded on GEM portal.

B. OPENING OF TENDERS:

The online submitted tender shall be opened containing the tender documents/EMD/other information as mentioned in a paragraph A

- (a) Above shall be opened in the office of
The Regional Manager,



Gujarat Gramin Bank, Region Office Surendranagar,
1st floor, Rudrax Complex, Opp. New Age Industries,
Near Upasna Circle, Wadhwan Road,
Surendranagar-360001.

As per GEM portal guidelines

- (b) If the tender fee, earnest money deposit and other information / documents called for are not found as prescribed 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 above will be considered for discussing conditions, if any and then priced tender uploaded online on GeM portal will be opened of such selected contractors. The price bid of rejected tenderers 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 uploaded priced tender online on GeM portal. 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 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 90 days from the date of opening of the 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.
3. ~~The site for work shall be made available in single phase (two or more) so that normal functioning of the branch is not hampered.~~
4. The time allowed for the completion of work will be **45 Days** 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 **Rs. 30,000/- (Rupees Thirty thousand Only)** to prescribed account of GUJARAT GRAMIN BANK. 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 acceptance of the tenderer will rest with the bank which does not bind itself to accept the lowest tender, and reserves to itself the authority to reject any or all the tenders received without assignment of 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.
8. 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.
9. All rates shall be quoted in the bill or quantities of the tender alone.
10. 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.
11. 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.
12. Special care should be taken to write the rates in figures as well as in words and the amount in figures only in such a 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 up to 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.
13. 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.
14. The contractor shall give the list of his relatives if any working with the bank along with their designations address.
15. 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.
16. 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.
17. 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.



18. 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, and installation charges etc. no extra will be paid on any account.
19. 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.
20. Tenderer not interested in execution of the above work shall return blank tender and drawings together with their covering letter in a sealed envelope at the address mention above before last date of submission.
21. 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.
22. The Contractor has to supply and adhere to the specific makes and specifications of all the items, which are mentioned below.
23. All quantities indicated in tender are approximate & are likely to change. Contractor must take actual measurement at site, before starting the work.
24. Billing to be done as per actual measurement of work done at site.
25. Contractor to furnish sample of various items to be used for approval.
26. Rates quoted in tender should be inclusive of all taxes, transportation, loading/unloading etc.
27. Work has to be got executed at site in co-ordination with various other agencies.
28. 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.
29. 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.
30. 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.
31. Contractor is strictly instructed to get it approved the Samples of each and every item before putting the finishing material on it.
32. No changes in the design should be done without any discussion with the Architect and for any clarification, the architects may be contacted.
33. 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 & Electrical.
34. All measurement should be taken as per I.S. 1200.
35. If the tenderer has a relative employed in any capacity with the GUJARAT GRAMIN BANK, 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.



36. No addition of extra work outside the contract, however petty, 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.
37. No agreement is valid unless signed by the contractor or his duly authorized agent and by a competent person on behalf of the employer.
38. 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 form the contract. If there is any conflict between any of provisions in the special conditions and any of other documents, the provision in the special conditions of contract shall prevail. Similarly, if there be any difference between the description in the specification and drawings and work item in the schedule of quantities, the description in the schedule of quantities shall prevail.

Signature of Contractor with Seal



SPECIAL CONDITIONS OF THE CONTRACT

1. Tenderer shall go through all documents before quoting rates, and provide for necessary coat as may be include in either bill or material or specifications.
2. Tenderer shall give prices in blank column. Entries in English made in ink. To arrive at the grand total must also fill in all * Rate only columns * and sign all corrections.
3. Tenders shall be invalid unless all rates are filled and No extra conditions shall be submitted. Tenders shall sign by all the legal partners of the firm.
4. The tender shall sign each page of the tender documents.
5. The Tenderer whose tender is accepted shall be bound to implement the contract within eight days of intimation from Architect.
6. Work shall be done night and day without extra charge, if necessary.
7. Tenderer shall provide for stacking materials in such a way as to facilitate rapid checking of quantities.
8. Materials supplied by owner shall be used only in owner's site.
9. Contractors shall pay any local charges relating to execution of work.
10. The rate quoted by contractor is including wastage.
11. Contractors shall arrange for all temporary connections.
12. No extra shall be paid for variation in quantity. Quantity sheets and drawings both are to be considered jointly and Architect/Bank's engineer is the final authority for the interpretation.
13. Site instruction shall be deemed sufficient for proper execution and shall be carried out without extra charge.
14. Order book with numbered pages shall be kept on site. Contractor shall carry out all instruction's property.
15. Contractor shall insure whole work against fire, PIC and third party.
16. The contractor shall submit samples of or for the approval of the samples of the Banks before commencing the bulk of work. The rest of the work shall be completed only on the express approval of the architect.
17. The mentioned specifications to be applicable for all the tender item whether mentioned or not mentioned in the individual item description.
18. Price quoted by the tenderer shall remain firm during execution of the work and no escalation shall be entertained on account of variation in the price of raw materials, labour taxes and any Government levies etc. (Including GST).
19. 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. (Including GST)
20. All quantities indicated in tender are approximate and are likely to change. Contractor must take actual measurement at site before starting the work
21. Billing to be done as per actual measurement of work done at site.
22. Work has to be got executed at site in co-ordination with various other agencies.



23. 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.
24. 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.
25. Contractor is strictly instructed to get it approved the sample of every item before putting the finishing material on it.
26. No changes in the design should be done with any discussion with the architect and for any clarification, the architects may be contacted.
27. If the tenderer has a relative employed in any capacity with the GUJARAT GRAMIN BANK, 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.
28. If extra items are to be executed the rate will be paid on actual cost of material and labour and 15% as over heads, establishment charge and contractor's profit, the rate for extra items given by architect would be final.
29. Work shall be carried out as per specifications in tender schedules / C.P.W.D. specification 1977 Volume I & II & along with the latest correction slips and the relevant Indian Standard Codes of practice & of as specified by the Architect. In case of doubts the decision of the Bank. Shall be final and binding on the contractor.
30. The General conditions of contract and standard contract form of the work will be followed as per Circular No. ADV/Gen-53/71/CIR/103-73 dated 6th February 1973 issued by the Bureau of Public Enter price, Ministry of Finance with latest modifications and as amended by bank. In their Paint Work procedure to suit their requirement.
31. Contractor shall be responsible for any damage to the property of the bank equipment or structure injury to personnel during the progress of the work and he shall be liable to pay such compensation or may be decided by the engineer-in charge in respect of such damages / injuries. The contractor should rectify the damages at his cost of entire satisfaction of the architect / bank engineer.
32. The serviceable material out of the dismantled materials will be property of bank / Employer and shall be property streaked by the Contractors as directed by the Engineer-in-charge on the serviceability on the contractor.
33. All labour employed by the contractor shall be covered by works men's compensation Act. Any death, injury of mishap to the workman of the contractor will entirely be at the Contractor's responsibility and bank / employer shall not be liable to pay any damages for the same.

Signature of Contractor with Seal



SAFETY MODE

1. Suitable scaffolds, of sound material, having adequate strength and in proper condition, shall be provided for workmen for all works that cannot be safely done from the ground or from solid construction except such short period work as can be done safely from ladders. When a ladder is used an extra mazdoor shall be engaged for holding the ladder and if the ladder is used for carving materials as well, suitable footholds and handhold shall be provided on the Ladder and the ladder shall be given an inclination not steeper than 1 to 4 (1/4 horizontal and 1 vertical). Scaffolds shall not be overloaded and so far, as practicable the load shall be evenly distributed. Before installing the lifting gear on scaffolds, special precaution shall be taken to ensure strength and stability of the scaffolds. Scaffolds shall be periodically inspected by competent person. Before allowing a scaffold to be used by his workman, the Contractor shall, whether the scaffold has been erected by his workmen or not, take steps to ensure that it complies fully with the regulations herein specified.
2. Scaffolding or staging more than 3.25 meters above the ground or solid construction, swung or suspended from an overhead support or erected with stationary support, shall have a guard rail properly attached, bolted braced and otherwise secured at least 1 meter high above the floor or platform of such scaffolding or staging and extending along the entire length of the outside and ends thereof with only such opening as may be necessary for the delivery of materials. Such scaffolding or staging shall be so fastened as to prevent it from swaying from the building or structure.
3. Working platform, gangways, and stairways shall be so constructed that they do not sag unduly or unequally, and if height of a platform or gangway or stairways is more than 3.25 meters above ground level or solid construction, it shall be closely boarded, have adequate width and be suitably fenced, as described in 2 above.
4. Every opening in floor of a building or in a working platform shall be provided with suitable means to prevent fall of persons or materials by providing suitable fencing or railing with a minimum height of 1 meter.
5. Safe means of access shall be provided to all working platform and other working places. Every ladder shall be securely fixed. No portable single ladder shall be over 9 meters in length. Width between side rails in a rung ladder shall in no case be less than 30 cm. for ladders up to and including 3 meters in length. For longer ladders this width shall be increased at least 6 mm. for each additional 30 cm. of length. Uniform step spacing shall not exceed 30 cm.

Adequate precautions shall be taken to prevent danger from electrical equipment. No materials on any of the sites shall so stacked or placed as to cause danger or inconvenience to any person or the public. The contractor shall provide all necessary fencing and lights to protect public from accidents and shall be bound to bear expenses of defense of every suit, action or other proceedings at law that may be brought by any person for injury sustained owing to neglect of the above precautions and to pay any damages and costs which may be awarded in any such suit, action or proceedings to any such person or which may with the consent of the Contractor be paid to compromise any claim by any such person.



6. **Excavation and Trenching:** All trenches, 1.5 meters or more in depth, shall at all times be supplied with a least one ladder for each 30 meters in length or fraction thereof. Ladder shall be extended from bottom of trench to at least 1 meter above surface of the ground. Sides of a trench which is 1.5 meters or more in depth shall be stepped back to give suitable slope, or securely held by timber bracing so as to avoid the danger of side collapsing. Excavated material shall not be placed within 1.5 meters of edge of trench or half of depth of trench, whichever is more. Cutting shall be done from top to bottom. Under no circumstances shall undermining undercutting be done.
7. **Demolition:** Before any demolition work is commenced and also during the process of the work.
- All roads and open areas adjacent to the work site shall either be closed or suitably protected.
 - No electrical cable or apparatus which is to be a source of danger over a cable or apparatus used by operator shall remain electrically charged.
 - All practical steps shall be taken to prevent danger to persons employed, from risk or fire or explosion or flooding. No floor, roof, or other part of a building shall be so overloaded with debris or materials as to render it unsafe.
8. All necessary personal safety equipment as considered adequate by the Engineer-in-charge shall be available for use of persons employed on the site and maintained in a condition suitable for immediate use; and the Contractor shall take adequate steps to ensure proper use for equipment by those concerned.
- Workers employed on the job shall be provided with protective footwear and protective goggles.
 - Those engaged in handling any material which is injurious to eyes shall be provided with protective goggles.
 - Those engaged in welding works shall be provided with welder's protective-shields.
 - When workers are employed in sewers and manholes, which are in use, the Contractor shall ensure that manhole covers are opened and manholes are ventilated at least for an hour before workers are allowed to get into them. Manholes so opened shall be cordoned off with suitable railing and provided with warning signals or boards to prevent accident to public.
 - The Contractor shall not employ men below the age of 18 and woken on the work of painting with products containing lead in any form. Whenever men above the age of 18 are employed on the work of lead painting, the following precautions shall be taken:
 - No paint containing lead or lead products shall be used except in the form of paste or ready.
 - Suitable face masks shall be supplied for use by workers when paint is applied in the form of spray or a surface having lead paint dry rubbed and scraped.
 - Overalls shall be supplied by the Contractor to workman and adequate facilities shall be provided to enable working painters to wash during and on cessation of work.
9. When work is done near any places where there is risk of drowning, all necessary equipment shall be provided and kept ready for use and all necessary steps taken for prompt rescue of any person in danger and adequate provision made for prompt first aid treatment of all injuries likely to be sustained during the course of the work.



10. Use of hoisting machines and tackle including their attachments, anchorage and supports shall confirm to the following:

- a. These shall be of good mechanical construction, sound material and adequate strength and free from patent defects and shall be kept in good repair and in good working order.
- b. Every rope used in hoisting or lowering materials or as a means suspension shall be of durable quality and adequate strength, and free from patent defects.
- c. Every crane driver or hoisting appliance operator shall be properly qualified and no person under the age of 21 years shall be in charge of any hoisting machine including any scaffold which or give signals to operator.
- d. In case of every hoisting machine and of every chain ring hook, shackle swivel and pulley block used in hoisting or lowering or as means of suspension, safe working load shall be ascertained by adequate means. Every hoisting machine and all rear referred to above shall be plainly marked with safe working load. In case of a hoisting machine having a variable safe working load, each safe working load and the conditions under which it is applicable shall be clearly indicated. No part of any machine or of any gear referred to above in this paragraph shall be loaded beyond safe working load except for the purpose of testing.
- e. In case of a departmental machine, safe working load shall be notified by the Engineer-in-charge. As regards Contractor's machines the Contractor shall notify safe working load of each machine to the Engineer-in-charge whenever he brings it to site of work and get it verified by the Engineer-in-charge.

11. Motors gearing, transmission, electric wiring and other dangerous parts of hoisting appliances shall be provided with efficient safeguards; hoisting appliances shall be provided with such means as shall reduce to the minimum risk of accidental decent of load adequate precautions shall be taken to reduce of the minimum risk of any part of a suspended load becoming accidentally displaced. When workers are employed on electrical installations which are already energized, insulating mats working apparel such as gloves, sleeves and boots as may be necessary, shall be provided. Workers shall not wear any rings, watches and carry keys or other materials which are good conductors of electricity.

12. All scaffolds, ladders and other safety devices mentioned or described herein shall be maintained in a safe condition and no scaffold, ladder or equipment shall be altered or removed while it is in use. Adequate washing facilities shall be provided at or near places of work.

13. These safety provisions shall be brought to the notice of all concerned by display on a notice board at a prominent place at the work spot. Persons responsible for ensuring compliance with the safety code shall be named therein by the Contractor.

14. To ensure effective enforcement of the rules and regulations relating to safety precautions, arrangements made by the Contractor shall be open to inspection by the Engineer-in-charge or his representatives and the Inspecting Officers.

15. Notwithstanding the above condition 1 to 14 the Contractor is not exempted from the operation of any other Act or Rule in force.



16. In addition to the above, the Contractor shall abide by the safety code provisions as per C.P.W.D safety code framed from time to time.
17. The Contractor shall also arrange to obtain valid gate passes for his men and equipment from the concerned authorities of the project.
18. No man/material/equipment not covered by valid passes shall be permitted within the project area and no material/equipment shall be permitted to be taken out of the project area, unless the written permission of the Architect/Engineer in-charge.
19. When persons are employed on a roof where there is danger of falling from a height exceeding 3.25 m. (to be prescribed) suitable precaution shall be taken to prevent the falls of persons or material. Suitable precautions shall be taken to prevent persons being struck by articles which might fall from scaffolds or other working places
20. The Contractor shall comply with the following regulations as regards the Hoisting Appliances to be used by him :
- Hoisting machine and tackle, including their attachments, anchorage and supports shall:
 - Be of good mechanical construction, sound material and adequate strength and free from patent defect; and
 - Be kept in good repair and in working order.
 - Every rope used in hoisting or lowering materials or as a means of suspension shall be suitable quality and adequate strength and free from patent defect.
 - Hoisting machines and tackle shall be examined and adequately tested after erection on the site and before use and be re-examined in position at intervals to be prescribed by Architect and Engineer-in-charge.
 - Every chain, ring, hook, shackle, swivel and pulley block used in hoisting or lowering materials or as a means of suspension shall be periodically examined.
 - Every crane driver or hoisting-appliance-operator shall be properly qualified.
 - No person who is below age of 21 years shall be control of any hoisting machine, including any scaffold, nor shall give signals to the operator.
 - In the case of every hoisting machine and of every chain, ring, hook, shackle, swivel and pull by block used hoisting or lowering or as means or suspension, the safe working load shall be ascertained by adequate means.
 - Every hoisting machine and all gears referred to in preceding regulation shall be plainly marked with the safe working load.
 - In the case of hoisting machine having a variable safe working load, each safe working load and conditions under which it is applicable shall be clearly indicated.
 - No part of any hoisting machine or any gear referred to in regulation 'g' above shall be loaded beyond the safe working load except for the purpose of testing.
 - Motors, gears, transmissions, electric wiring and other dangerous part of hoisting appliances shall be provided with sufficient safeguards.
 - Hoisting appliances shall be provided with such means as shall reduce to a minimum the risk of the accidental descent of the load.
 - Adequate precautions shall be taken to reduce to minimum the risk of any part of a suspended load becoming accidentally displaced.



SPECIFICATIONS

SECTION "A" GENERAL

The scope of work covers FURNITURE & ELECTRICAL WORKS IN NEW PREMISES FOR GUJARAT GRAMIN BANK REGIONAL OFFICE AT SURENDRANAGAR, in accordance with the drawings and specifications prepared by Bank's Appointed Architect.

Contract:

The following clauses shall be considered as an extension and not in limitation or the obligation of the contractor.

Drawings:

Two sets of drawings and one set of the schedule of quantities and specification shall be furnished by the architects to the contractor for his own use until the completion of the contract and shall be accessible to the architect/employers or their representatives.

Dimensions:

Figured dimensions are in all cases to accept in preference to scaled sizes, large scale details take preference over small scale drawings. In case of discrepancy the contractor is to ask for clarification before proceeding with the work.

Contractor to inspect site:

The contractor shall visit and examine the construction site and satisfy himself as to the nature of the existing roads or other means of communication, the character of the soil and the excavation, the extent and magnitude of the work and facilities for charges made in consequence of any misunderstanding or information on any of these points or on the grounds of insufficient description will be allowed.

All expenses incurred by the contractor in connection with obtaining information for submitting this tender including his visits to the site or efforts in completing the tender shall be borne by the contractor no claim for reimbursement there of shall be entertained.

Access to the Site:

1. The contractor is to include in his rates for forming access to the site with all-temporary roads and gangways required for the work.

Setting out:

2. The contractor shall set out the building in accordance with place. All grid / center line to be pegged out to the satisfactions of the architect. The contractor shall be responsible for correctness of the lining out and any inaccuracies are to be rectified at his own expenses. He will be responsible for taking ground levels of the site before setting out and recording them without any extra charges.



Treasure Trove:

3. Should any treasure, fossils, minerals, or works of art of integral interest be found during excavation or while carrying out the works, the contractor shall give immediate notice to the architects of any such discovery and shall hand over such finds to the employer.
4. The contractor is to provide at all times during the progress of the works and the maintenance period proper means of access, with ladders, gangways, etc. and the necessary attendance of the works by the architect and owners their representatives. Attendance upon all trades:
5. The general contractor shall be required to attend on all the tradesmen of sub-contractor/ contractor appointed by the employer for water supply and sanitary, electrical installation, lifts, air- conditioning, security equipment's hardware, telephone and other specialist contractor, and also allow the contractors appointed by the employer, use of his scaffolding and retain such time the relent subcontract works are completed.
6. Water shall be arranged in accordance with clauses 35(a) of social conditions of contract. The general contractor shall allow the use of water for another works on the site done by other contractors appointed by the employed and the architect shall apportion the cost.
7. Electric supply shall be arranged in accordance with clauses 35(a) of special conditions of contract. He shall also allow other contractors to use to facilities when requested but the architect will calculate consumption charges.

Gatekeeper and Watchman:

8. The contractor from the time of being placed in possession of the site must make arrangement for watching, lighting and protecting the work, all materials, workmen and the public by day and night on all days including Sunday and holidays at his own cost.

Sheds for materials:

9. The contractor shall provide for all necessary sheds of adequate dimension for storage and protection of materials like cement, lime, timber and such other materials including tools and equipment which are likely to deteriorate by the action of sun, wind, rain or other natural causes due to exposure in the open.

All such sheds shall be cleared away and the whole area left in good order on completion of the contract to the satisfaction of the architect.

All materials, which are stored on the site such as bricks, aggregate etc., shall be staked in such a manner as to facilitate repaid and easy checking of quantum of such materials.

Cost of Transportation:

10. The contractor shall allow in his cost for all transportation, unloading, stacking and storing supplies of goods and materials for this work on the site and in the place approved from time to time by the architect. The contractor shall allow in his process for transport of all materials



controlled of otherwise to the site. The contractor shall not be allowed to use existing lift for carrying out materials and labors.

W.C. and sanitary accommodation and office accessories.

11. The contractor shall provide at his own cost and expense adequate closet and sanitary accommodation compiling in every respect to the rules and regulations in force of the local authorities and other public bodies, for his workmen, working in the building project and maintain the same in good order.

Materials, Workmanship & Samples:

11. Materials shall be of approved quality and the best of their kind available and shall generally conform to I.S. specifications. The contractor shall order all the materials, required for the execution of works as early as necessary and ensure that such materials are on site well ahead of requirements for use in the work. The work-involved calls for high standard of workmanship combined with speed and to the entire satisfaction of the architects.

Rate for non-tender items:

Rate of items not included in schedule of quantities shall be settled by the architects. Rate to include:

The rates quoted shall be for all heights and depths for all finished work. The ascertain from contractors for other trades:

The contractor shall ascertain from other contractor as directed by the architects all particulars of execution and the position in which chases, holes and similar times will be required, before the work is executed and/or for cutting away, work already executed in consequence of any neglect by the contractors to ascertain these particulars beforehand.

Before ordering materials, the contractor shall get the samples approved from the architects well in times.

Testing of work and materials:

13. The contractors must arrange to the materials and/or portions of the work at his own cost in order to prove their soundness and efficiency. If after any such test the work or portion of works is found in the opinion of the architects and re-do the same at his own cost. Defective materials shall immediately be removed from the site.

Foreman and tradesmen:

14. All tradesman shall be experienced men properly equipped with suitable tools for carrying out at the work of carpentry and joinery and other specialist traders in a first-class manner and where architects deem necessary the contractor shall provide any such tools. Special or ordinary, which are considered necessary for carrying out the work in proper manner.

15. The contractor shall prepare and submit to architect for approval, a bar chart showing the program of construction of various items, fitted within the period stipulated for completion.



within 15 days the contractor shall also furnish necessary particular to the site engineer for compiling weekly progress reports in the form furnished by the architects.

Cleaning of Site:

16. The contractor shall before commencement of work and also after completion of the clear the site of all debris and left-over materials at his own expenses to the entire satisfaction of architects.

Photographs:

17. The contractor shall at his own expenses supply to the architects with duplicate copies of large photographs not less than 15cm * 10cm (6"*4") of the works taken from two approved portions of each building, set intervals of not more one week during the progress of the works, of at every important stage of construction (also Record all Hidden item Photographs provide as softcopy if required).

Preparation of building for occupation and use of completion:

18. The whole of the work shall be thoroughly inspected by the contractor and all deficiencies and defects put right. On completion of such inspecting, the contractor shall inform the architects in writing that he has finished the work and it is ready for the architect's inspection.

On completion, the contractor shall clean all windows and doors and all glass panels, including cleaning of all floors, stair cases and every part of the building including oiling of all hardware. He will leave the entire building neat and clean and ready for immediate occupation and to the satisfaction of architects/ employer.

Contractor to provide:

19. The contractor shall provide a notice board on proper supports 3m * 2m (10'*6') in a position approved by the architects. He shall allow for painting and lettering stating name of work, of architects, structural consultants, general contractor and sub-contractor. All letters except that of the name of the works shall be in letters not exceeding 5cm. in height and all to the approval of the architects.

Vouchers:

20. The contractor shall furnish architects with vouchers on request, to prove that the materials are as specified and to indicate the rates at which the materials are purchased in order to work out the rate analysis of the non-tender items which he may be called upon to carry out thereafter.

Protection:

21. The contractor shall properly cover up and protect all works throughout the duration of work until completion, particularly masonry, risers, moldings, steps, terrazzo of special floor finishes, stair cases balustrades, doors and windows, frames plaster angles, lighting and sanitary fitting, glass, plant and all finishing.



APPLICABLE STANDARDS

SR. NO.	INDIAN STANDARAD	DESCRIPTION
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 Principal for Grading and Inspection Of Timber.
5	I.S.NO. 1200 (part XXI) 1973.	: Method Of Measurement of Building and Civil Engineering Works
6	I.S.NO. 3845 – 1966	: Code Of Practice For Joints Used In Wooden Furniture & Electrical.
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 – 1969	: Teak loges 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 (phenolic & 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



SR. NO.	INDIAN STANDARAD	DESCRIPTION
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 Indian standard colours.
39	I.S. NO 129 – 1950	: Specification for enamel interior (a) under coating (b) finishing.
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 semigloss 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)	: Hairs 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 & Electrical code of practice for.
54	I.S.NO 3485 – 1966	: Joints used in wooden Furniture & Electrical 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.SNO. 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.



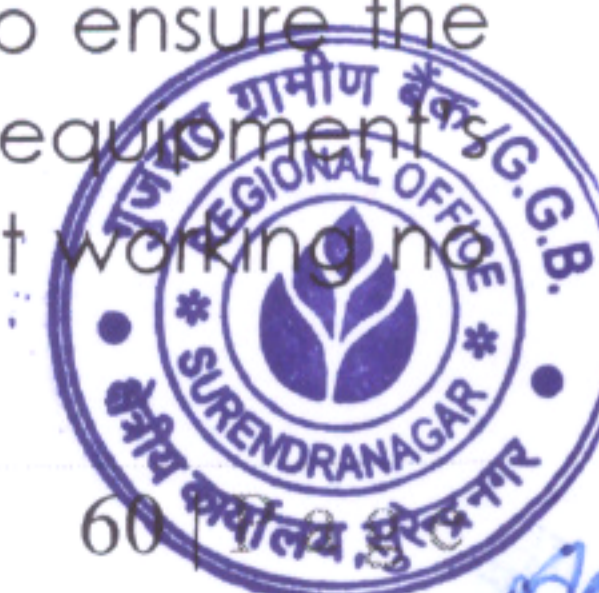
quality etc. at the laboratory and necessary testing charges shall be borne by the contractor.



APPENDIX

(APPENDIX HERE IN AFTER REFERRED TO)

1. Performance Guarantee :
Performance guarantee as 5% of the total work to be given before issuing the work order and to be submitted in the form of FDR in favor of "GUJARAT GRAMIN BANK" having validity of 14 months from the issue of W.O.
2. Defects Liability Period:
12 months after virtual completion
3. Liquidated damages
1% of contract value per week up to maximum of 10% thereafter the employer may get the work done at contractor's risk & cost
4. Validity of the tender:
90 days from the last date of opening of the tender
5. Terms of rates: LOK
The rates shall be at the site of the work and shall include all taxes, octroi, labour, Transportation, sales tax, works contract tax if any etc. **(including GST)**.
6. Period for honoring interim certificate.
Not Applicable
7. Period for honoring final certificate. : 60 days after the submission of final certificate.
8. Validity of rates
The quoted rates in the tender shall remain valid till the completion of the work. No escalation in rates shall be allowed.
9. Extra items
The contractor shall not execute the items for which the rate cannot be derived from the tender.
He shall submit the rate analysis for such item on actual cost plus 15% as over heads, establishment charges and contractor's profit and get it approved by architect / employer before starting the work of such item.
10. Working at contractor's work shop etc.:
If the contractor wishes to simultaneously prepare Furniture & Electrical or any other items in part or full at this work shop or other manufacturer factory etc., the contractor shall arrange to get it supervised by the employer's site engineer at his cost.
11. Working hours:
The work shall generally be executed after office hours of the bank i.e. in the evenings, nights and bank holidays. The employers shall make necessary arrangements required on their part for such working. The work shall be carried out in such a way, that minimum disturbance is caused to the functioning of the bank / branches. The contractor shall make all necessary arrangement for clearing the premises every day and to ensure the complete safety of the Furniture & Electrical, machinery, computer, plants equipment etc. lying in the premises and also provide safe grad from dust etc., for night working no extra charges shall be paid.



12. Period of final measurements: period of final measurements for 1 months from virtual completion
13. Date of commencement:
Immediate after the date on which the engineer-in-charge issues written orders to commence the work or from the date of handing over the site whichever is later.
14. Period of completion: **45 days** from the date of work order.
15. Installment after virtual completion: 50% of the total retention money

SIGNATURE OF CONTRACTOR



GENERAL SPECIFICATIONS

This specification is 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 these 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.

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 equipment's 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 and of 9 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 equipment's 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.

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 lightness.

The platter glass shall be bedded on trips 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 0" 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 metal as specified in the item or its specification.



- 3.2. They shall be of iron, brass, aluminum, chromium plated iron, and 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 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. Rose head or sunk beneath the surfaces and the whole 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 preferable from The Branch Manager supplier of the item.

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 any period then it 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 supper 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 up to 1.5 mm shall be allowed for each planned surface.

Superior Quality Indian Teak Wood:

Superior quality Indian teak wood means Dan deli, 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, twists, bends, borer, holes Sal wood or defects of any kind. No individual hard and sound know 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.

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 1 1/2% of area of the piece shall be allowed. There shall not be less than 4 growth rings per 2.5 cm width.

5.1. 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 motet's straps, belts screws etc. Bonding bonded joints are to be cross-tongued with teak tongues and where over 2% of the



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 soling, criticize, term seal 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, wanes, 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 placed 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 ½". 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 equipment 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.



JOINTS:

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.

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, and dead of 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 dejects of nature which will affect the strength, durability of its usefulness for the purpose for which it is required. The colour of wood shall be uniform as far as possible. The scantlings plank etc. shall be seen in straight lines and planes in the direction of grain and of uniform thickness.

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 than 1% of area of piece. The timber shall be closed grained.

SECOND CLASS TEAK WOOD:

No individual hard and knots shall be more than 15 sq. cm in size and aggregate area of such knots 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, and 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 from 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 shall be applied.



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. ENAMEL PAINTS

Oil paints shall be of first quality and of the specified colour and shade, and as approved. The ready mixed paints shall be only used. However, if ready mixed paint of specified shade or tint is not available while ready mixed paint with approved strainers will be allowed. In such a case, the contractor shall ensure that the shade of the paint so allowed shall be uniform.

All the paints shall meet with the following general requirements:

- i. Paint shall not show excessive setting in a freshly opened and shall not easily Redisposed with a paddle with smooth homogeneous stage.
- ii. Paint as revived shall brush easily, possess good leveling properties and show no running or sagging tendencies.
- iii. The paint shall not skin within 48 hours in three quarters filled closed container.
- iv. The paint shall dry to a smooth uniform finish free from roughness, grit, unevenness and other imperfections.

Ready mixed paints shall be used exactly as received from the manufacturers and generally according to their instruction and without any admixtures what so ever.

9. POLISHING VARNISHING

9.1. 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 dampened with methyl Spirit and rubbed lightly and quickly with a circular motion, till the finished surface attains uniform texture and high glass.



9.2. Wax Polishing:

Wax polish shall either be prepared on site or obtained ready made from market. Polish made on the state shall be prepared from a mixture of purr bees wax, linseed oil, turpentine oil and varnish in the ration or 2:1 ½:1: ½ by weight. The bee wax and the boiled linseed oil shall be heated over a slow fire. When the wax is completely dissolved the mixture shall be cooled till it is just warm, and turpentine oil and varnish added to it in the required proportions and the entire mixture is well stirred.

Surface shall be prepared as described under "French Polishing" except that the final rubbing shall be done with sand paper, which has been slightly moistened with linseed oil.

Mixture or polish shall be applied evenly, with a clean cloth pad in such a way that no blank patches are left, and rubbed continuously for half an hour. When the surface is quite dry a second coat shall be applied in the same manner and rubbed continuously for an hour or until the surface is dry. Final coat shall then be applied and rubbed for two hours or more if necessary, until the surface has assumed a uniform and is quite dry showing no sign of stickiness when touched. Glass rubbing must be continuous and with uniform pressure and frequent change is direction.

9.3. Varnishing:

Surface shall be prepared as described above. After preparation of surface, two coats of clean boiled linseed oil shall be applied at sufficient interval of time. After the linseed oil has dried two coats of varnish obtained from approved manufacture shall be applied at sufficient interval of time. If the surface fails to produce the required glass an additional coat shall be applied without any extra cost.

10. MELAMINE FACED PARTICLE BOARD:

It should be three-layered wood based particleboard, such as Nova pan melamine paced prelaminated on both sides. Particleboard should be ISI 3087 FPTH (type II, 1965) marked on edges and should impart well confirm to German Din standard Viz DIN 66761. It should impart good bending strength and screw holding strength. Melamine faced surface should has resistant to crack at 100 c and should pass cigarette burn test.

11. PLYWOOD

Plywood for general purpose shall confirm 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 or Green ply, V.I. ply make or other equivalent approved make. Where B.W.P. grade is specified it should be boiling waterproof confirming to I.S. standards.

12. LAMINATES:

All the laminate to be used shall be of 1.5 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, Home mica. 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.



13. BRICK WORKS:

The rate quoted below shall include:

- 13.1. Work in English bond or any other or design as directed by the Architects, for all shape, size for all length, width, height and level.
- 13.2. Work in square and rectangular pillars, flower thoughts, under floor drains, making tapered surfaces steps etc.
- 13.3. Forming openings, chases, grooves etc.
- 13.4. Embedding conducts, boxes, other fixtures of any descriptions holdfasts of doors, window, glazing etc. no deduction shall be made for cavities so formed.
- 13.5. Making all drip courses, projected courses of any description, offsets, setbacks, corbels, architraves of any other feature of any description
- 13.6. Ranking out joints for plastering or pointing or finishing joints flush as directed.
- 13.7. Bonding with R.C.C. work
- 13.8. Work in narrow widths, small quantities etc.
- 13.9. Over lapping reinforcement and embedding reinforcement in adjoining walls in case of half brick masonry walls.
- 13.10. Supplying moulds, talking briquettes, getting tested and any fees, costs etc. relating to the same.
- 13.11. All scaffolding curing etc.
- 13.12. Brick shall be best quality available bricks from approved brick kiln of village Adalaj, having minimum compressive strength of 35 Kg / Sq. cm.
- 13.13. Wetting of bricks in drums for a minimum period of 15 minutes before using in works.

14. FLOORING AND FINISHING

The rates quoted for the various items under the section shall include the following in the scope of works:

15. FLOORING WORKS

- 15.1. Cleaning and final preparation of base sub grade or sub floor by trimming slight undulations etc. including applying neat cement slurry.
- 15.2. Use and waste of all temporary fillets, side forms, templates, moulds, straight edges.
- 15.3. Laying floor to required slope in any shape of panels made either by wooden side forms or strips of any description.
- 15.4. Making all construction and expansion joints.
- 15.5. Marbles and kotah stone for floors, trades and rises of steps, skirting, wall cladding etc., shall be machine cut and machine polished of sizes as per approved samples.
- 15.6. Cutting holes in marbles and stone for treads of steps for fixing staircase-railing balustrades.
- 15.7. Providing flooring as per design using different material, where each material shall be measured under appropriate flooring item.

16. PLASTERS

- 16.1. The item should include making grooves of the pattern shown.
- 16.2. Raking out joints, cleaning the surface and application of cement slurry before applying plaster or any other treatment wherever required.
- 16.3. The additional thickness internal/ external plaster required to bring the finished surface to proper line, level and plumb shall be carried out by the party at no extra cost.
- 16.4. Repairing and finishing the junctions of skirting and dados with plaster.
- 16.5. Work in patches, narrow widths, small quantities, curved surfaces, projected bands, setbacks, offsets, corbels, architraves etc.
- 16.6. The work should be carried out with DOUBLE Scaffolding.



LIST OF APPROVED MAKE FOR THE MATERIALS TO BE USED

1	Gypsum Board	Gyproc (Saint Gobain)/ USG BORAL
	Framing with complete system	Gyp steel ultra (Saint Gobain) /USG BORAL
2	Locks	
	Auto latch Lock	P-ALL1-22 (Ebco)/EG
	Multipurpose group Lock	E-MPL1-22 / E-MPL1C-22 (Ebco)/EG/Godrej
	Night latch	8812 (Godrej)/Doorset-NL 180 s/s / Europa 8010 NS of SS brush Finished
	Cylindrical lock (SS matt finish)	3792-with key and 3786-keyless (Godrej) / C120SS (Europa)
	Mortise dead lock (two way)	8815(Godrej)/ Door set -ML 102 S/ Dorma Make
	Mortise lock with door handle	Matiz 8083(Godrej) / Door set- HL 170 S/S / Dorma Make
3	Drawer channels	
	Telescopic channels (zink plated)	STDS35(i)35/ STDS45(i)35/ STDS50(i)35/STDS60(i)35 (Ebco)/ EFG/Everite/
	Bottom channels (powder coated)	BMDS 35/ BMDS 37/ BMDS 55/ BMDS 60 (Ebco)
4	General hardware	SS matt finish
	Door stopper	i) Black/ivory/brown/silver color Powder coated DS1 (Ebco) ii) Spring type black/brown/ivory color powder coated (ECGL's sterling)
	'D' bracket	50x12 mm (Oswal)
	Hinges	i) 3"/4"/5"/6" 1.8mm th. SS matt finish (Suzu) ii) 75x12x19 1.2 mm th. SS matt finish for storage (Suzu) iii) Auto close hinges – slip on hinge- euro / click on hinge (Ebco) for storage
	Handles 'D' or 'C' type	1) 3"/4"/6"10mm dia SS 202 matt finish (Anjali)
	Tower bolt	3"/4"/6"/8" brass extruded SS matt finish (Oswal)
5	Floor spring	
	60 kg	7477 (Godrej) / M-74 (Hardwyn)/Dorma /Everite
	80 kg	8293 (Godrej) / M-74 (Hardwyn)/Dorma/Everite
	100 kg	8294 (Godrej) / M-76 (Hardwyn)/Dorma/Everite
6	Door closer	
	60 kg	Double speed 8292-silver, 7345- golden (Godrej) / scorio (Hardwyn)/Dorma/Ebco/Ozone
	Fire rated 60 kg	1938 (Godrej) / Triton (Hardwyn)
7	Patch fittings for door and fixed glass partition (top/bottom patch, pivot, patch lock, L arm, L connect, connector, floor spring, handle, plastic profile)	Godrej / XL C series(Dorma) / OPF series (Ozone)
8	Particle boards	Novapan / Deco board
9	Computer accessories	
	Keyboard tray with mouse tray	KTE-1-45M (Ebco) / Hettich/Innofit/Featherlite
	CPU hanger/ shelf	Side mounted IS CPU HL SM (Innofitt) /CPUSM(Ebco) , 4/2-SMCS (Zipco)
	cable manager (60mm)	i) metal - CO60ZN1(Ebco) ii) PVC – CO 60 (Ebco) black/ivory/grey color
10	Foam	Sleepwell / Feather foam
11	Glass film	3M INDIA /AVERY DENNISON



12	Wood For Partition and Paneling Frame	Marandi wood or Equivalent
13	Wooden for Visible surface (ie Beading, jambs, etc.	Steam Beach or Equivalent
A	INTERIOR WORK	
1	Vitrified floor tiles (600mm x 600mm)	Johnson / Somani / AGL
2	Adhesive	Favicol SH / Blue coat / Royel bond / Mevicol
	Sealant	Pidilite / Roaper
3	Paint on Wall & Ceiling	Asian Paint / Nerolac
4	Paint on Wood: Polyurethane systems (PU)	Sirca Paint / Asian paint
5	Ply wood (IS 303 MR)/ water proof ply IS 701 / Block Board IS 1659 / Flush Door IS 2202	Green / Century / Anchor / Archid / Mayur / Kit/Samrat [IS 303 MR]
6	Laminate IS 2046	Green / Sunmica / Marino / Royal Touch / Century/
7	MDF Exterior Grade ISI Mark	Nuwood / Action tesla / Dura turff / Century/Green
8	Bison board	NCL Industries
9	Timber for lipping, moulding & when Furniture & Electrical is to be finished in polish	Superior quality seasoned Ghana teak.
10	Timber for all other type of Furniture & Electrical work	First class seasoned C.P. Teak.
11	Decorative laminate (1.0mm)	Green / Sunmica / Marino / Royal Touch / Century/
12	Exterior Grade Compact Laminate (5mm, 6mm)	Clads (Greenlam) / Staylam
13	Veneer	Green ply nature max / Century / Lignin
14	Hardware	
	Latches	Ebco / Hafele / Hettich
	Locks	Ebco / Hafele / Hettich / Godrej
	Screw	Nettle fold / GKW / Hafele
	Floor Spring	Doorset / Dorma / Ozone / Godrej
	Patch Fittig	Dorma / Haffle / Ozone
	Handles	Doorset / Ozone / Godrej
	Drawer slides telescopic	Ebco / Hafele / Hettich
	Key board tray	Ebco/ Hettich / Innofit
	CPU trolley	Ebco/ Hettich / Innofit
	Door Closer	Ozone / Dorma / Hafele / Godrej
	Cable Manger	Ebco / Easy
	Glass Bracket	Flora / Riddhi
	Magnet	Suprime / Bentex / Honda
	Tower Bolt	Rolex / Flora / Riddhi
	Hinge	Suzu matt / Gary premium)
	Nails	Mehta / chakra / Sun
	L & key	Riddhi / Prince
15	Glazing, Lacquered glass	Tata / Modi guard / Saint gobain
16	Vinyl & Glass film	3M India / Avery Dennison
17	Roller Blinds	Vsta wall fashion / Mac
18	Fabric	Masper / D Décor
19	Calcium silicate board	Saint Gobain / UGujarat Gramin Bankera / Hilux
20	Mineral fiber ceiling tiles tabulated profile	Armstrong / USG / UGujarat Gramin Bankera / AMF
21	Fire proof pvc sheet	Vardhman wonder boards / Hilux



22	Corian (Solid Surfaces)	DUPONT
23	Solid hardwood floor	Vista / Armstrong / Squarfoot
24	ACP	Aludecore / Armstrong / Urobond / Timex
25	Aluminum skirting	Ozone
26	Aluminum Section	Jindal / Hindustan / Hindalco
27	Modular items like chairs, storage units, drawer units	Featherlite/ godrej / wipro
28	Wall Putty	Birla white / J.K. white
29	Texture paint	Asian / Nerolac
30	Sanitary Fixture	Hindware / Jaquare / Grohe / Kohler
31	Sanitary Fittings	Hindware / Jaquare / Grohe / Kohler
32	Wall paper	Green / Asian

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

Before starting of work contractor must get all samples / make approved from architect before using at site.

Consultants reserve the right to add or delete name of any manufacture as and when required.

Consultants reserve rights to select any of the specified brands mentioned above. The last decision of the choice of any of the agency rest with architect.

In the case of discrepancy between descriptions of Bill of Quantities and / or the drawings, "Drawings" of preference shall be observed. All and above Bank/Bank's Architect decision shall be final.

The last decision of the choice of any of the agency rest with Architect / Bank.

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

SIGNATURE OF CONTRACTOR



ELECTRICAL MATERIAL SPECIFICATIONS

DISTRIBUTION BOARDS

The scope of work shall cover supply, installation testing and commissioning of all distribution boards –

Standards:

AS PER SCHEDULE OF INDIAN STANDARDS, ATTACHED IN THE DOCUMENT.

Distribution Boards:

Distribution boards along with the controlling MCB's/Fuse or Isolator as shown shall be fixed in an M.S. Box with hinged door suitable for recessed mounting in wall. Distribution boards shall be made of 18 SWG steel sheet duly rust inhibited through a process of de-greasing, acid pickling, phosphate and powder coated to an approved colour of adequate micron rating duly approved by architect/consultant.

Three phase boards shall have phase barriers and a wire channel on three sides. Neutral bars shall be solid tinned copper bars with tapped holes and chase headed screws. For 3 phase DB's, 3. Independent neutral bars shall be provided. All DB's shall be internally pre-wired using copper insulated PVC wires brought to a terminal strip of appropriate rating for outgoing feeders.

Conduit knockouts shall be provided as required/shown on drawings and the entire board shall be rendered dust and vermin proof with necessary sealing gaskets. The top and bottom side of DB should be detachable.

MCB's shall have quick make and break non - welding self-wiping silver alloy contacts for 10 KA short circuit both on the manual and automatic operation. Each pole of the breaker shall be provided with inverse time thermal over load and instantaneous over current tripping elements, with trip - free mechanism. In case of multi-pole breakers, the tripping must be on all the poles and operating handle shall be common. Breakers must conform to BS 3871 with facility for locking in OFF position. Pressure clamp terminals for stranded/solid conductor insertion acceptable up to 4 sq.mm. Aluminium or 2.5 sq.mm. Copper and for higher ratings the



terminals shall be suitably shrouded. Wherever MCB isolators are specified they are without the tripping elements.

Fuses shall be HRC link type re-wire able with necessary fuse carriers and with rating of not less than 25 MVA. Bottle type fuses are not acceptable. Fuse carrier terminals shall be suitably shrouded. Re-wire able fuse carriers shall be porcelain. HRC fuses for motor duty should be time lag type.

Distribution boards shall have HRC/re-wire able fuses as shown on the schedule and drawings. Board shall meet with the requirements of IS 2675 and marking arrangement of bus bars shall be In accordance with I.S. standards.

Bus bars shall be suitable for the incoming switch rating and sized for a temperature rise of 35° C Over the ambient. Each board shall have two separate earthing terminals. Circuit diagram indicating the load distribution shall be pasted on the inside of the DB as instructed. One earthing terminal for single phase and two terminals for 3 phase DB's shall be provided with an earth strip64 connecting the studs and the outgoing ECU earth bar.

In the case of MCB distribution boards, the backup fuses wherever shown shall be not less than 63 A with a delayed characteristic and a minimum pre-arcing time of 0.5 sec. At 9 KA/3 KA fault Current.

All outgoing feeders shall terminate on a terminal strip which in turn is interconnected to the MCB/Fuse base by means of insulated single conductor copper wires as follows:

UP to 15	A2.5 sq.mm	40 A	10 sq.mm
25A	4.0 aq.mm	63 A	16 sq.mm.
32A	6.0 sq.mm		

RCCB / MCB:

The RCCB should suffices all the requirements of IS as per code IS – 12640 – 1988. The RCA should be current operated and not on line voltage.

The RCCB should ensure mainly the following functions.



Measurement of the fault current value.

Comparison of the fault current with a reference value.

The RCCB should have a toroidal transformer which has the main conductors of primary (P – N) which check the sum of the current close to zero.

All metal parts should be inherently resistant to corrosion and treated to make them corrosion resistant.

It should be truly current operated.

It should operate on core balance toroidal transformer.

Its accuracy should be $\pm 5\%$.

It should operate even in case of neutral failure.

It should trip at a present leakage current within 30 M.S.

Its enclosure should be as per IP 30.

Its mechanical operation life should be more than 20,000 operations.

It should provide full protection as envisaged by IE rules – 61-A, 71 – ee, 73 – ee, 1985 and also Rule 50 of IE rule 1956.

It should conform to all national and international standards like IS 8828: 1993, IS 12640 – 1988, BS 4293 – 1983, CEE 27 (International commission Rules for the approved of electrical Equipment)



MEDIUM VOLTAGE CABLING

Scope: The scope consists of Laying & testing L. T. Cable and its termination.

Standards:

AS PER SCHEDULE OF INDIAN STANDARDS; ATTACHED IN THE DOCUMENT

Cables:

All cables shall be 1100 Volt grade XLPE insulated, sheathed with or without steel armouring as specified and with an outer PVC protective sheath. Cables shall have high conductivity stranded aluminium or copper conductors and cores colour coded to the Indian Standards. All cables laid up to load should be without any joint.

All cables shall be new without any kind or visible damage. The manufacturers name, insulating material, conductor size and voltage class shall be marked on the surface of the cable at every 600 mm centres.

Cable joints and termination:

Connectors:

Cable terminations shall be made with copper Heavy duty long neck copper crimping lugs only crimped type solder less lugs for all aluminium cables and stud type terminals. For copper cables copper crimped solder less lugs shall be used. Crimping shall be done with the help of hydraulically operated crimping tool. All cable lugs should be long neck type only.

Cable Glands:

Cable glands shall be of heavy duty brass single compression type as specified. Generally single compression type cable glands shall be used for indoor protected locations and double compression type shall be used for outdoor locations. Glands for classified hazardous areas shall be CMRS approved.

Ferrules:



Ferrules shall be of self-sticking type and shall be employed to designate the various cores of the control cable by the terminal numbers to which the cores are connected, for ease in identification and maintenance.



Cable joints:

Kit type joint shall be done and filled with insulating compound. The joint should be for 1.1 KV Grade insulation.

CONDUIT WIRING

1. Scope :

The scope of work shall cover supply, installation testing and commissioning of all.

2. Rigid and Flexible conduits :

2.1. All PVC conduits shall be laid in open/concealed manner which are approved by F.I.A. & I.S.I. & of 25 mm. Diameter.

2.2. Flexible conduits shall be formed from a continuous length of spirally wound interlocked steel strip with a fused zinc coating on both sides. The conduits shall be terminated in brass adapters.

3. Accessories :

3.1. PVC conduit fittings such as bends, elbows, reducers, chase nipples, split couplings, plugs etc. shall be specifically designed and manufactured for their particular application. All conduit fittings shall conform to IS: 2667-1974 and IS: 3887-1966. All fitting associated with galvanized conduit shall also be galvanized.

4. Wires :

4.1. All wires shall be single core multi-strand/ flexible copper or single strand Aluminium / Copper, PVC insulated as per IS: 694 and shall be 660v/ 1100V grade.

4.2. All wires shall be colour coded as follows:

Phase	Colour of wire
R	Red
Y	Yellow



B	Blue
N	Black
Earth	Green (insulated)
Control (if any)	Grey
All off wires	Same as Phase wire

4.3. Colour code should be strictly used for all wiring

- i. Installation, commissioning and testing.
- ii. Cable marking.

For cable buried underground:

- i. Cables and protective bricks & tiles.
- ii. Installation, commissioning & testing.
- iii. Cable markers.

5. Switches & Sockets:

5.1. Switches shall be module type/ flush piano type with silver-coated contacts. Sockets shall be 3 pin with switch and plate type cover. Combination of multiple switch units and sockets should be used to minimize the switch boxes.

5.2. For heavy duty, metal clad sockets with M.C.B. / Isolator mounted in a galvanized steel box shall be provided.

6. Installation:

6.1. Conduits shall be kept at a minimum distance of 100 mm. From the pipes of other nonelectrical services. And maintain minimum 300 mm distance between telephone, TV & computer piping.

6.2. Separate conduits/raceways shall be used for:

1. Normal lights and 5 A 3 pin sockets on lighting circuit.
2. Separate conduit shall be laid from D.B. to switch board or point.
3. Power outlets – 15 A 3 pin 20 A / 30 A, 2 pin scraping earth metal clad sockets.
4. Emergency lighting.
5. Telephones.
6. Fire alarm system.
7. Public address system & Music system.
8. For all other voltages higher or lower than 230 V.



9. T.V. Antenna.

10. Water level guard.

11. Computer Wiring.

- 6.3. Call bell wiring layout of conduits shall be generally indicated on drawings and the layout shall be supplemented and complemented by contractor on site with approval of the Engineer.
- 6.4. Wiring for short extensions to outlets in hung ceiling or to vibrating equipment's, motors etc., shall be installed in flexible conduits. Otherwise rigid conduits shall be used. No flexible extension shall exceed 1.25 m.
- 6.5. Conduits run on surfaces shall be supported on metal 12 mm. thick saddles which in turn are properly screwed to the wall or ceiling. Saddles shall be at intervals of not more than 500 mm. Fixing screws shall be with round or cheese head and of rust-proof materials. Exposed conduits shall be neatly run parallel or at right angles to the walls of the building. Unseemly conduit bends and offsets shall be avoided by using fabricated mild steel junction/pull through boxes for better appearances. No cross-over of conduits shall be allowed unless it is necessary and entire conduit installation shall be clean and neat in appearance.
- 6.6. Conduits embedded into the walls shall be fixed by means staples at not more than 500mm. intervals. Chases in the walls shall be neatly made and refilled after laying the conduit and brought to the finish of the wall but final finish will be done by the building contractor. The contractor shall provide wire mesh before making rough plaster.
- 6.7. Conduits buried in concrete structure shall be put in position and securely fastened to the reinforcement and got approved by the Engineer, before the concrete is poured. Proper care shall be taken to ensure that the conduits are neither dislocated nor choked at the time of pouring the concrete suitable fish wires shall be drawn in all conduits before they are embedded.
- 6.8. Inspection boxes shall be provided for periodical inspection to facilitate withdrawal and removal of wires. Such inspection boxes shall be flush with the wall or ceiling in the case of concealed conduits. Inspection boxes shall be spaced at not more than 12 meters apart or two 90° solid bends or equal. All junction and switch boxes shall be covered by 6 mm. clear Perspex plate truly cut and fixed with cadmium plated brass screws. These junction boxes shall form part of point wiring or conduit wiring as the case may be including the cost of removing the Perspex cover for painting and re-fixing. No separate charges shall be allowed except where specially mentioned.
- 6.9. Conduits shall be free from sharp edges and burrs and the threading free from grease or oil. The entire system of conduits must be completely installed and rendered electrically



continuous before the conductors are pulled in. conduits should terminate in junction boxes of not less than 32 mm. deep.

An insulated earth wire of copper rated capacity shall be run in each conduit for entire length.

7. Lighting & Power Wiring:

- 7.1. All final branch circuits for lighting and appliances shall be single conductor/ stranded/ flexi-cables run inside conduits. The conduit shall be properly connected or jointed into sockets, bents, and junction boxes.
- 7.2. All circuits shall preferably be kept in a separate conduit up to the Distribution Board. No other wiring shall be bunched in the same conduit except those belonging to the same phase. Each lighting branch circuit shall not have more than ten outlets or 800 watts whichever is lower. Each conduit shall not hold more than three branch circuits of same phase.
- 7.3. Flexible cords for connection to appliances, fans and pendants shall be 650/1100V grade (three or four cores i.e. with insulated neutral wire of same size) with tinned stranded copper wires, insulated, twisted and sheathed with strengthening cord. Colour of sheath shall be subject to the Engineer's approval.
- 7.4. Looping system of wiring shall be used. Wires shall not be jointed. Where joints are unavoidable, they shall be made through approved mechanical connectors. No such joints shall be made unless the length of the sub-circuit, sub-main or main is more than the length of the standard coil.
- 7.5. Control switches shall be connected in the phase conductors only. Switches shall be fixed in 3 mm. thick painted or galvanized steel boxes with cover plates as specified. Cadmium plated brass screws shall be used.
- 7.6. Power wiring shall be distinctly separate from lighting wiring. Conduits not less than 25 mm. and wires not less than 2.5 sq. mm. copper shall be used.
- 7.7. Every conductor shall be provided with identification ferrules at both ends matching the drawings.

8. Testing:

8.1. The entire installation shall be tested for:

- a. Insulation resistance.
- b. Earth continuity.



c. Polarity of single pole switches.

A test certificate shall be submitted in the Performa shown under Appendix – I.

9. Mode of measurement:

9.1. The definition of point wiring shall be in accordance with sketch drawing and should wiring from D.B. onwards together with all junction boxes, connectors, earth wire, fixing accessories, connection to all light fittings switches etc. as specified and shown on drawings. The point rate shall include circuit wiring from distribution board to switch board and/or directly to the point. The circuit wire shall be in separate conduit. The contractor may draw maximum 2/3 circuits of the same phase in circuit mains conduit.

9.2. All switches sockets with boxes, earthing interconnection and plate type silver contact switch shall be inclusive in point wiring.

9.3. All empty conduit runs, including junction boxes fish wires etc. shall be paid on the basis of unit length.

Measurements shall be along the conduit and concurrent length of sub-circuit wiring.

9.4. Buzzer indicator of the ways specified shall consist of indicating lamps, reset button, electromagnet, Perspex cover plate, and chromium plated brass screws etc. shall be considered as on unit for measurement and payment.

9.5. Two way light points shall be classified according to and consist of 2 Nos. 2 way plate type switches, wiring from the 1st 2 way switch to the 2nd 2 way switch to the first light controlled. Subsequent lights, if any, shall be measured as ordinary secondary point.

EARTHING

Scope:

The Scope of work shall cover supply of earthing stations, laying copper earth strips and connecting the power panels, DB's and switch boards.

Plate Earthing Station:

The substation earthing shall be with copper plate earthing station unless otherwise specified.

The earthing station shall be as shown on the drawing. The earth electrodes shall be 450 x 450 x 3 mm / 600 x 600 x 6 mm. Copper plate – as specified in B.O.Q. The earth resistance shall be maintained with a suitable soil treatment as shown on drawings.



The resistance of each earth station should not exceed 1 ohms.

The earth lead shall be connected to the earth plate through copper/brass bolts as shown on the drawing.

Minimum distance between two earth pits shall be 2 Mts.

All earth pits shall be minimum 1 Mt. Away from building foundation



Pipe Earthing Station:

The earth station shall be as shown on the drawing and shall be used for equipment earth grid.

The earth electrode shall be 2.5 m. long 50 mm. Diameter galvanized steel pipe.

The earth resistance shall be maintained with a suitable soil treatment as shown on drawings.

The resistance of each earth station should not exceed 5 ohms.

The earth lead shall be fixed to the pipe with safety set screws. The clamps shall be permanently accessible.

Earth leads and connections:

Earth lead shall be bare copper or aluminium or galvanized steel as specified with sizes shown on drawings. At road crossings necessary Hume pipes shall be laid. Earth lead run on surface of wall or ceiling shall be fixed on saddles or wall.

The complete earthing system shall be mechanically and electrically bonded to provide an independent return path to the earth source.

Equipment Earthing:

All apparatus and equipment transmitting or utilizing power shall be earthed in the following manner. Copper earth wires shall be used unless otherwise indicated in the schedule of work and drawings.

Power transmission apparatus:

Metallic conduit shall not be accepted as an earth continuity conductor. A separate insulated/bare earth continuity conductor of size 50% of the phase conductor subject to the minimum and maximum shall be provided.

Non-metallic conduit shall have an insulated earth continuity conductor of the same size as for metallic conduit. All metal junction and switch boxes shall have an inside earth stud to which the earth conductor shall be connected. The earth conductor shall be distinctly coloured (green) for easy identification.

In the case of cable, an earth continuity conductor shall either be run outside along the cable or should form a separate insulated core of the cable.



Three Ph. Power panels and distribution boards shall have 2 distinct earth connections of the size correlated to the incoming cable size. In case of 1 Ph. DB's a single earth connection is adequate. Similarly for 3 Ph. and 1 Ph. isolating switches there shall be 2 and 1 earth connections respectively, sizes being correlated to the incoming cable.

Testing:

The following earth resistance values shall be measured with an approved earth meggar and recorded.

- Each earthing station
- Earthing system as a whole
- Earth continuity conductors

Mode of measurements:

Providing earthing station complete with excavation, electrode, watering pipe, soil treatment, masonry chamber with cast iron cover etc. shall be treated as one unit of measurement.

The following items of work shall be measured and paid per unit length covering the cost of the earth wires/strips clamps, labour etc.

Main equipment earthing grid and connections to the earthing stations.

Connections to the switchboard, power panels, distribution boards etc.

The cost of earthing the following items shall become part of the cost of the item itself and no separate payment for earthing shall be made.

Isolating switches and starters should form part of mounting frame, switch starter etc.

Light fittings – form part of installation of the light fitting.

Conduit wiring cabling – should form part of the wiring or cabling.

TELEPHONE DISTRIBUTION

1. This cover supply, installation, testing, commissioning of telephone system. The scope of work shall cover supply, installation, commissioning and testing of:



Telephone cables

Telephone Tag Blocks

Telephone wiring in conduits

The telephone exchange and the handsets shall be supplied by the clients.



2. Conduits :

Conduits shall be as given below:

Indoor: medium gauge Rigid PVC conduit.

If in flooring provide heavy gauge.

The conduit shall generally be as specified under section 'CONDUIT WIRING'.

Cables and Wires:

The type of cables and the services shall be as follows:

Indoor Multi pair, PVC insulated sheathed armoured and sheathed.

Inside Twin core PVC insulated with conduit twisted cores.

All multi core cables and wires shall be of tinned copper conductor of not less than

0.5 mm dia and shall be colour coded twisted pairs with rip cord.

The conductor resistance shall be less than 150 ohms per KM and the insulation resistance between the conductor's not less than 50 mega ohms and the nominal capacitance of about 0.1 micro farad per kilometer.

Cables laid underground or locations subject to dampness and flooding shall be filled with polyethylene compound and shall have sufficient protection against moisture and water ingress.

All armoring shall be of galvanized steel wires and protected against corrosion by an outer sheath of PVC in the case of indoor cables and polyethylene in the case of outdoor cables.

Outer sheathing must be fire retarding and anti - termite.

All unarmored single core cables and inner sheath of armor cables shall be provided with rip cord.

All single pair cables for final extension to the telephone outlet box shall be unarmored tinned copper conductors of not less than 0.6 mm. Diameter and shall be drawn in



conduits. All telephone outlets shall consist of 2 A 2 pair polythene connector in G.I box with 6 mm bus bar cover with bus bar edges and chromium plated brass hardware.

Tag Blocks:

The telephone tag blocks shall be suitable for the multi core telephone cables and shall have two terminal blocks, cross connect type. All incoming and outgoing cables shall be terminated on separate terminal blocks and termination shall be silver soldered. The cross connecting jumpers shall be insulated wires of same diameter and screw connected.

The tag blocks shall be mounted inside fabricated sheet steel boxes with removable hinged covers and shall be fully accessible. The enclosure shall be painted with 2 coats of red oxide and stove bus bar.

Installation:

The installation of conduits shall generally be as specified under section 'CONDUIT WIRING'.

Telephone / Data pipes shall be kept 100 from power conduit.

Separate J.B. shall be provided for telephone & Computer.

All cables shall be on cable racks and neatly stitched together.

The connection at the tag blocks shall be silver soldered so as to achieve minimum contact resistance.

The final branch connections with single pair cables in conduits and the maximum number of cables in each conduit shall be as follows:

Conduit diameter inch	Max. No. of cables
Inch / mm.	
¾" 20	2 Nos. single pair
1" 25	6 Nos. single pair
1¼" 32	12 Nos. single pair
1½" 40	18 Nos. single pair

Signature of Electrical Supervision Signature of Contractor

Name:



License No. :



LIST OF APPROVED MAKES FOR THE MATERIALS TO BE USED

MCB/MCB-DB	:	SCHIENDER / C&S / L&T/HAVELS OR AS DECIDED BY CONSULTANT
SWITHCES AND ACCESSORIES	:	CRABTREE / HAVELLS / LEGRAND / L&T OR EQUIVALENT OR AS DECIDED BY CONSULTANT
HGS CONDUIT	:	AEC/BEC/ICI/SCI/KEI OR AS DECIDED BY CONSULTANT
ELECT PVT WIRES	:	FINOLEX FRLS/ RR KEBLE FRLS/POLYCAB FRLS OR AS DECIDED BY CONSULTANT
PVC TUNKING/PIPES AND ACCESSORIES	:	PRECISION/CLIPSAL/POLYCAB/GERAND/NIHAR BLP OR AS DECIDED BY CONSULTANT
ARMOURED CABLE	:	FINOLEX, POLYCAB, GLOSTER, V-GUARD OR AS DECIDED BY CONSULTANT
CABLE GLANDS	:	HMI/COMET OR AS DECIDED BY CONSULTANT
CABLE LUGS AND SOCKETS	:	DOWELL'S/3D OR AS DECIDED BY CONSULTANT
CONNECTORS	:	ELMOX/CONNECTWEL OR AS DECIDED BY CONSULTANT
CHANGE OVER SWITCH (ON LOAD)	:	ELCON / HAVELLS / L&T / C&S OR AS DECIDED BY CONSULTANT
BUTTON/ANGLE HOLDER, CEILING ROSE	:	ANCHOR/PRECISION/ HAVELLS / L&T / C&S OR AS DECIDED BY CONSULTANT
MCCB	:	SCHIENDER / C&S / L&T/ HAVELS OR AS DECIDED BY CONSULTANT FOR 63 A
ELECB / RCCB	:	HAEGER/ABB/C&S/L&T/HAVELS OR AS DECIDED BY CONSULTANT
TELEPHONE WIRES & CABLES	:	D-Link/DELTON/NATIONAL/RR KABLE OR AS DECIDED BY CONSULTANT
METAL CLAD SOCKET	:	MDS/CLIPSAL/HAEGER/C&S
PVC JUNCION BOX	:	PRECISION/CLIPSAL
SWITCH BOARDS	:	TOYOMA/CLIKPSAL/ MK INDIA/TOYAMA/SALZER/ CRABTREE / HAVELLS / LEGRAND / L&T OR EQUIVALENT OR AS DECIDED BY CONSULTANT
EXHAUST FAN	:	USHA/GEC/CROMPTON/ HAVELLS OR EQUIVALENT OR AS DECIDED BY CONSULTANT



WALL/PEDESTAL FANS	:	CROMPTON/USHA/ HAVELLS OR EQUIVALENT OR AS DECIDED BY CONSULTANT
SPEAKERS	:	AHUJA/BOSCH/PHILIPS OR EQUIVALENT OR AS DECIDED BY CONSULTANT
LIGHT FIXTURES	:	PHILIPS/WIPRO/CROMPTON/OSRAM AS PER THE ARCHITECT SELECTION WITH G.E., BALLAST AND TUBE OR AS DECIDED BY CONSULTANT
SFU & HRC FUSES	:	L & T/SIEMENS/ C&S OR AS DECIDED BY CONSULTANT
METERS	:	AE/MECO OR AS DECIDED BY CONSULTANT
CONTACTORS & OL RELAY	:	L & T / SIEMENS OR AS DECIDED BY CONSULTANT
TELEPHONE OUTLET SOCKET RJ-11 COMPLETE WITH BOX	:	ANCHOR ROMA/CABTREE/TOYAMA /SALZER OR AS DECIDED BY CONSULTANT
AC UNIT	:	HITACHI/ VOLTAS / DAIKIN / MITSUBISHI OR AS DECIDED BY CONSULTANT
ANY OTHER MATERIL	:	AS PER THE ARCHITECT SELECTION WITH PRE-APPROVED SAMPLE T AND OR AS DECIDED BY CONSULTANT

NOTE:

- (a) Before starting of work contractor must get all samples / make approved from architect before using at site.
- (b) Consultants reserve the right to add or delete name of any manufacture as and when required.
- (c) Consultants reserve rights to select any of the specified brands mentioned above. The last decision of the choice of any of the agency rest with architect.
- (d) In the case of discrepancy between descriptions of Bill of Quantities and / or the drawings, "Drawings" of preference shall be observed. All and above Bank/Bank's Architect decision shall be final.

SIGNATURE OF CONTRACTOR WITH SEAL



1. INSTRUCTIONS FOR CONTRACTORS - TO BE PLEASE READ THIS CAREFULLY

- a) The rate for items in schedule of Quantities must be given in words and figures. Amount of each items must also be entered in column and grand total of amount must be stuck out by the tenderer.
- b) If the tenderer is taken in favour of the company, a power of attorney in favour of the person who may have signed the tender for the company must accompany the tender.
- c) All pages of schedule of quantities etc. Should be initialled by the contractor.
- d) Discrepancies and adjustment of errors.

2. Any error in quantity or amount in schedule of quantities showing item or work to be carried out shall be adjusted in accordance with the following rules:

- a) In the event of a discrepancy between description in words and figures quoted by a tenderer in the rates column, the description in words shall prevail. In the event of an error occurring in the amount column of the schedule of quantities showing items of work, as a result of wrong multiplication of the unit rate and quantity, the unit rate shall be regarded, as firm and multiplication shall be amended on the basis of the rate.
- b) All errors in totalling in amount column in carrying forward total shall be corrected. Any rounding of amount against 'items' or in 'totals' shall be ignored. The tendered sum so altered shall for the purpose of the tender be substituted for the sum originally tendered and considered for acceptance.
- c) The clients/consultants have right to:
 - i. Reject any no. of quantities in the tender.
 - ii. To decrease or to increase or to delete any quantity in the tender.
 - iii. In case extra items are there it will be settled as exact cost of material + exact cost of labour + 10% profit including wastage.

NOTE: Unless these four sets are not submitted with the final bill then the final bill will not be certified.

- iv. Contractor will have to use jerry cutter. The scope is making good the same.



v. The contractor will have to use the first brand specified in the specified make list. If the same is not available then he has to take written prior approval of the consultant before using the same.

3. Rates for **LIGHT, FAN, EX. FAN, CALL BELL, RAW POWER ETC. POINTS** includes the cost of main wires and PVC pipes from **LDB-ROW POWER DB** to **DIFFERENT SWITCHBOARDS WITH REQUIRE CIRCUITS**
4. Rates for **COMPUTER POWER POINTS** includes the cost of wires and PVC pipes from **UPS DB** to **COMPUTER POWER POINTS**.
5. Rates for **COMPUTER I/O** include the cost of **DATA** cables and PVC pipes from **SERVER SWITCH** to **COMPUTER NODES**.
6. Rates for **TELE POINTS** include the cost of **TELEPHONE** Wires and PVC pipes from **EPABX/CRONE BOX** to **TELE. POINTS**.
7. Rates for **SMOKE/HEAT DETECTORS** includes the cost of wires and PVC pipes
8. Rates for **A.C./POWER POINTS** includes the cost of wires and PVC pipes from **A.C. DB** to **DIFFERENT A.C. AND POWER POINTS WITH REQUIRE CIRCUITS**.
9. THE CONTRACTOR SHOULD SUBMIT THE **BUILTUP SLD OF PANEL, SLD OF DIFFERENT DBS TO DIFFERENT SWITCHBOARDS WITH NUMBERING, SLD OF DATARACK TO DIFFERENT I/O POINTS WITH NUMBERING, TELE. KRONE BOX TO DIFFERENT TELE. POINTS WITH NUMBERING, ETC.** AFTER EXECUTION OF THE BRANCH.
10. **THE CONTRACTOR SHOULD USE MAX. 3 CIRCUITS IN ONE CONDUIT FOR UPS & RAW POWER POINTS.**
11. **THE CONTRACTOR SHOULD USE MAX. 3 WIRES OF DATA & TELE. IN ONE CONDUIT.**
12. **EVERY CONDUIT – UPS, RAW POWER, DATA & TELE. SHOULD BE SEPARATE.**



INSTRUCTIONS FOR CONTRACTORS - TO BE PLEASE READ THIS CAREFULLY

- a. The rate for items in schedule of Quantities must be given in words and figures. Amount of each item must also be entered in column and grand total of amount must be stuck out by the tenderer.
 - b. If the tenderer is taken in favour of the company, a power of attorney in favour of the person who may have signed the tender for the company must accompany the tender.
 - c. All pages of schedule of quantities etc. Should be initialed by the contractor.
 - d. Discrepancies and adjustment of errors.
2. Any error in quantity or amount in schedule of quantities showing item or work to be carried out shall be adjusted in accordance with the following rules:
- a. In the event of a discrepancy between description in words and figures quoted by a tenderer in the rates column, the description in words shall prevail. In the event of an error occurring in the amount column of the schedule of quantities showing items of work, as a result of wrong multiplication of the unit rate and quantity, the unit rate shall be regarded, as firm and multiplication shall be amended on the basis of the rate.
 - b. All errors in totaling in amount column in carrying forward total shall be corrected. Any rounding of amount against 'items' or in 'totals' shall be ignored. The tendered sum so altered shall for the purpose of the tender be substituted for the sum originally tendered and considered for acceptance.
 - c. The clients/consultants have right to:
 - i. Reject any no. of quantities in the tender.
 - ii. To decrease or to increase or to delete any quantity in the tender.
 - iii. In case extra items are there it will be settled as exact cost of material + exact cost of labour + 15% profit including wastage.
- NOTE: Unless these four sets are not submitted with the final bill then the final bill will not be certified.
- iv. Contractor will have to use jerry cutter. The scope is making good the same.
 - v. The contractor will have to use the first brand specified in the specified make list. If the same is not available then he has to take written prior approval of the consultant before using the same.

The Furniture & Electrical contractor should submit the following.

1. The Firm must be based at Gujarat and should produce appropriate certificates to prove that.
2. List of work with value of each carried out for Banks/PSUs / FIs in last 3 years.
3. Contractor should have completed similar nature of one work of 80 % of Estimated Tender Cost or Two works of 70 % of Estimated Tender Cost or Three works of 60 % of Estimated Tender Cost each in last 3 years.
(Letter of Successful completion from employer must be enclosed).
4. Work is composite tender for Furniture & Electrical work.



Mandatory information required for Prequalification of the bidder for
Furniture & Electrical Work at
GUJARAT GRAMIN BANK,
REGION OFFICE SURENDRANAGAR

• **Important:**

1. Please type or handwrite in capital letters.
2. Attach copies of the supporting documents.
3. Please use additional sheets if required

Name of the Bidder:

email address:

Telephone number office:

Telephone number office:

Fax no.:

Address 1:

Address 2:

City:

Pin code:

Year of Establishment:

Status of the Firm:

Names of the directors/Partners/proprietor:

Name and address of the Bankers – 1:

Name and address of the Bankers – 2:

Name and address of the Bankers – 3:

Registration number and date with Registrar
of Companies/Firms:

PAN Card Number:

GOOD AND SERVICE TAX[GST] No.:

TIN (VAT) Number:

Request copies of the Balance sheet for last
3 Years:

Current solvency certificate from your
Banker for not less than of estimated
amount:

Main Activity :

Value of the total work done till date :

List of works completed in last 3 years for
Banks / FIs and PSUs (Enclose Certificate) :

List of work on Hand of Bank / PSUs: List
Number

of Technical staff working in the
organization:

List number of other staff working in the
organization:

Have you in past carried out any works for
GUJARAT GRAMIN BANK or its subsidiaries? :



Have you been ever disqualified or levied
penalty by
the Bank in past for non-fulfillment of the
contractual
Obligations. If yes, please provide details in
brief. :

Have you been ever been put on a holiday
list or banned
By any Public Sector Units? If yes please
provide details
in brief:

MINIMUM ELIGIBLE CRITERIA

1. The Firm must be based at Gujarat and should produce appropriate certificates to prove that.
2. List of work with value of each carried out for Banks/PSUs / FIs in last 3 years.
3. Contractor should have completed similar nature of one work of 80 % of Estimated Tender Cost or Two works of 70 % of Estimated Tender Cost or Three works of 60 % of Estimated Tender Cost each in last 3 years. (Letter of Successful completion from employer must be enclosed).
4. Work is composite tender for Furniture & Electrical work.

I/We confirm that to the best of our knowledge this information is authentic and accept that any deliberate concealment will amount to disqualification at any stage.

Date:

Place:

Seal and Signature of the Bidder/s

Please Note: Bank has a right to prequalify / disqualify any application without giving any reason to any applicants.

Important Note:

- 1) Contractor shall submit prequalification documents in the same sequence as in technical Bid. If details are not provided in the same sequence Tender may be disqualified.
- 2) Price Bid shall not be modified or altered and shall be hand written with signature and seal (If bid is altered the tender may be disqualified)



