

**General Administration Section**

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**NOTICE FOR INVITATION OF TENDER FOR CIVIL WORK.**

*Sealed Tenders are invited from Empanelled Civil Contractors under Delhi Circle for the Civil works to be carried out at CANARA Bank, ARM KAROLBAGH FIRST FLOOR as per the details below:*

01. Last date of issue of tender document : **02.04.2025 up to 11.00AM**
02. Last date of receipt of tender document : **02.04.2025 up to 3.30 P.M.**
03. Date & Time of opening : **02.04.2025 at 3:30 P.M.**
04. Place of submission of bids : **Canara Bank Circle office, Delhi.**
05. Date of commencement : **Immediately on receiving work order.**
06. Expected cost (Branch + ATM) : **₹ 10.94 Lakhs Exclusive of GST**
07. Date of completion of work : **70 days from issue of work order.**
08. Period for settlement of final bill : **30 days from date of issue of completion certificate by the Architect.**
09. Retention percentage : **10% (Ten percent) from each final bill.**
10. Earnest money deposit : **Nil**
11. Security deposit : **Nil**
12. Release of retention money/ Security money : **Security money after completion of work and certification of final bill.  
Retention money after defect liability period.**

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 reasons whatsoever.

Signature of Authorized Bank Official

**GENERAL RULES, INSTRUCTIONS AND CONDITIONS**

1. Sealed offers are invited for the work of:

**“CIVIL WORKS AT CANARA BANK, ARM KAROL BAGH FIRST FLOOR DELHI Branch”**

2. Offer shall be on prescribed form only, can be obtained from the above office from Manager, Premises Section as detailed in Notice Inviting offer and are not eligible to be transferred.
3. The offers are called from Banks panel contractors and it is a part of the condition that the terms and conditions detailed in the IBA's construction works manual will be applicable and binding on the contractor. It is open for all the contractor to refer the manual, which is available at our section.
4. The works are carried out under the supervision of Bank's architects **M/s AAKAAR ARCHITECT**. The works shall be carried out strictly according to the specification as specified in the tender and working drawings. Any ambiguity in the specifications / drawings shall be brought to the notice of the Bank & the decision of the Bank in such matters will be final & the same is binding on the contractor.
5. **Time period:** The total time allowed for carrying out of the work shall not exceed the period specified i.e. **70 days**.
6. The offerers should quote in figures as well as in words the rate, and amount tendered by them. The rates quoted shall be all inclusive rates for the item of work described, including materials, labour, tools, carriage & transport, lift charges, supervision, overheads & profits, mobilizing and other charges whatsoever including any anticipated or un-anticipated difficulties, any formality with the building society etc. complete for proper execution of the work as per specifications and no claim whatsoever for any extra payment shall be maintainable.
7. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the offerers who resort to canvassing will be liable for rejection.
8. **Goods & Service Tax or any other tax (as applicable) on material or finished work in respect of this contract shall be payable by the BANK. Item rates given by the contractors to be exclusive of GST. Total amount quoted to be exclusive of GST and to be duly mentioned in the tender.**
9. The Employer 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 offer and offerer shall be bound to perform the same at the rate quoted.
10. The rate shall hold good for any upward or down ward variation in quantities and no claim on this account will be admissible.
11. Offerers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their offers as to the nature of the site and dimensions, the means of access to



the site, and obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their offer.

12. The offerer shall note that the work is to be carried out in a running branch premises and hence, contractor should use extra manpower for utilizing the available time. The necessary permission to carry out the works with statutory authorities in night times is within the scope of the contractor and bank will not pay any additional charges.
13. **Payment Terms:** The interim payment shall be based on the progress of the works after getting the certification from the architects. While considering interim payment the value of materials at site shall not be considered. The bills for interim payment shall be on a format similar to the tender or as prescribed by the bank. The number of interim payments allowed is 1.
14. The final bill for the works shall be submitted within one month from the date of completion of works, failing which the Bank reserves its right to treat the bill for the last interim payment itself as the final bill for the work and the contractor has no right to claim any amount against the work.
15. **RETENTION MONEY:** An amount equal to 10% of the value of the work executed shall be withheld as security deposit with the bank and the same shall be released without any interest after the defect liability period, subject to clause below.
16. **DEFECT LIABILITY PERIOD:** The DLP is 12 months from the date of completion of works as certified by the Engineer-in-charge. The works shall be guaranteed for a period of one year from the date of completion of work. Any defect arising during this period due to bad workmanship, quality of materials and others shall be rectified at no extra cost of bank, failing which the bank shall have liberty to engage other agency and recover the cost from the contractor.
17. The contractors shall make his own arrangement for the storage of the materials, without causing inconvenience to the normal working of the office and the security of the material stored shall be at the sole responsibility of the contractors/agency.
18. Any damage caused to the equipment, furniture, fixtures, decor of the office etc shall be rectified by the contractor at their own cost or the cost of the damages, as decided by the Bank, will be recovered from the contractor.
19. Contractor shall note that no additional work is to be carried out without the written order from the Bank.
20. All makes/brands of materials to be used in the works shall be as per the list of approved makes enclosed to the quotation offer. Any make of material not listed shall be got approved by bank before us in works. Bank reserves the right to insist on the makes of materials given in the list and the decision of the bank in choosing the make shall be final and binding on the contractor.
21. **LIQUIDATED DAMAGES:** Time is the essence of the contract. If the contractor fails to maintain the required progress in terms of the contract or to complete the work and clear the site on or before the contract or approved extended date of completion, he shall, without prejudice to any other right or remedy of the Employer on account of such breach, pay as agreed

compensation the amount calculated at 1 percent per week or such smaller amount as may be fixed by the bank on the contract value of the work for every week of delay or part thereof.

The Employer shall have the right to adjust, / set-off their claim, if any against any sum payable to the contractor under this or any other contract with the Bank anywhere in India/outside India.

22. **Arbitration:** In the event of any disputes, the parties have agreed to settle the same amicably between them, failing which the same will be referred to an independent Arbitrator as may be mutually agreed between the bank and contractor as per the Indian Arbitration Act.

23. **Note: Any discount offered in percentage by the contractors should be clearly mentioned in figures and as well as word. The offerer should arrive at the discounted amount and the same should be deducted from the quoted rate and Grand total should be arrived at. Any tenderer not adhering this condition, will be liable for rejection.**

24. The offerers should quote in figures as well as in words the rate, and amount tendered by them. The rates quoted shall be all inclusive rates for the item of work described, including materials, labour, tools, carriage & transport, lift charges, supervision, overheads & profits, mobilizing and other charges whatsoever including any anticipated or un-anticipated difficulties, any formality/ permission with the Municipal Corporation/ police authority/ other statutory body etc. complete for proper execution of the work as per specifications and no claim whatsoever for any extra payment shall be maintainable.

25. Lowest Bidder will be decided by deducting amount quoted for unusable items as mentioned in BOQ (**Point B – Excluding GST**) from original amount quoted by vendor (**Point A –Excluding GST**). All amounts shall be clearly mentioned; GST amount shall be clearly mentioned.

26. During the execution of work after awarding the work, If at any stage Bank observed that vendor has stopped the work in the middle or also not responding to communication of Bank due to any reason. The contract will be terminated in between the work and work will be appointed to another vendor by re tendering. The concerned vendor will be blacklisted from the Bank empanelled list.

27. If at any stage it is observed that you are deviating from specifications of tender documents or inferior quality material is being used at site then you shall be liable for blacklisting from empanelment and tender shall be cancelled immediately.

I/We have read the offer document, its terms & conditions including clauses contained in IBA's construction works manual, aware of the scope of work, site conditions, specifications and quoted accordingly.

**Signature of the Contractor (with Seal)**

Place:

Date:

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### LIST OF APPROVED BRANDS / MAKES

One of the following make of the material shall be used. The contractor will have to get the sample approved from the Architect/ Bank's Engineer whose decision shall be binding on the contractor. The condition is also applicable for any material, not mentioned in the specification or schedule of work. No deviations are allowed in these even during/ after Tender.

	ITEM	BRAND
1	Paints	Asian, British, Duco, Berger, Nerolac
2	Cement Bonded Particle board	BISON
3	Construction Chemicals/Waterproofing admixtures	Fosroc, Sika, Cera, Asian, Pidilite
4	cPVC / uPVC pipes	Prince, Finolex, Ashirwad, Supreme
5	Vitrified Floor Tile	Somany, Kajaria, Johnson, Orient Bell, RAK,
6	Ceramic Wall Tile	Somany, Kajaria, Johnson, Orient Bell, RAK,
7	Ceramic Floor Tile	Somany, Kajaria, Johnson, Orient Bell, RAK, Naveen
8	Waterr-proofing	Sika, Pidilite, Asian, UltraTech
9	Paints	Asian, British, Duco, Berger, Nerolac
10	Wall Putty	Birla, JK
11	cPVC / uPVC pipes	Prince, Finolex, Ashirwad, Supreme
12	water closet	Jaquar, Cera, Hindware, Parryware
13	Hand Shower (Health Faucet)	Jaquar, Cera, Hindware, Parryware
14	wash basin	Jaquar, Cera, Hindware, Parryware
15	urinal	Jaquar, Cera, Hindware, Parryware
16	Pillar Cock	Jaquar, Cera, Hindware, Parryware
17	C.P. Brass Bib Cock	Jaquar, Cera, Hindware, Parryware
18	C.P. Fittings	Jaquar, Cera, Hindware, Parryware
19	Glass / Mirror	Triveni, Modi, Saint Gobain, ASAHI
20	urinal partition	Jaquar, Cera, Hindware, Parryware
21	C.P. Brass angular stop cock	Jaquar, Cera, Hindware, Parryware

22	Paper Towel Dispenser	Jaquar, Cera, Hindware, Parryware
23	Towel ring square	Jaquar, Cera, Hindware, Parryware
24	C.P. Brass Concealed stop cock	Jaquar, Cera, Hindware, Parryware
25	C.P. Brass Bottle Trap	Jaquar, Cera, Hindware, Parryware
26	CP brass ROBE HOOK	Jaquar, Cera, Hindware, Parryware
27	CP brass Glass Shelf 600mm long	Jaquar, Cera, Hindware, Parryware
28	Water Tank	Sintex, Supreme, Plasto
29	uPVC window, ventilator, sliding sections	PROMINANCE, FENESTA, ALUPLAST
30	WPC Door Frame & Shutter	Floresta, Ecoste, Alstone
31	Sanitary fittings / hardwares	Jaquar, Cera, Hindware, Parryware
32	Cement(OPC)	Grade 43/53 of L&T/ A.C.C./ Ambuja/ Ultratech
33	Steel TMT bars	SAIL, TATA
34	Kitchen Sink	Nirali, Parryware
35	Hardwares - Locks	Godrej, Ebco, Ozone
36	Hardwares - Handles	Hafele, Hettich, Dorma, Ozone
37	Hardwares - Hinges	Godrej, Ebco, Everite, Kaff
38	Hardwares - Ball bearing slides / channels	Hafele, Hettich, Kaff, Godrej, Ozone
39	PVC Skirting	Ebco, Hettich
41	Furniture fittings (Door stoppers, magnet catch)	Godrej, Ebco, Everite

Any deviation from approved material as mentioned above, prior permission shall be taken from Canara Bank CO DELHI.

**Signature of the Contractor (with Seal)**

Place :  
Date :

