केनरा बैंक Canara Bank
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CANARA BANK
CIRCLE OFFICE, KARNAL

TENDER DOCUMENT
FOR
INTERIOR WORKS IN OUR PREMISES AT
PINJORE BRANCH, HARYANA

NAME OF THE TENDERER: ……..

ADDRESS OF THE TENDERER: ……..

LAST DATE OF ISSUE OF TENDER: 19.08.2025 up to 11.00AM

LAST DATE OF SUBMISSION OF TENDER: 19.08.2025 **up to 3.30.00 P.M.**

DATE OF OPENING OF THE TENDER: 19.08.2025 **up to 03.30 P.M.**

PLACE OF SUBMISSION OF TENDER:

CANARA BANK
P & E SECTION, CIRCLE OFFICE
SECTOR-12,
KARNAL. PIN. -132001
TELE-: 0184-225-0814
E-mail: pecokar@canarabank.com

Signature of Authorized Bank Official

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NOTICE OF INVITATION TO TENDER FOR INTERIOR WORKS.

Sealed Tender from our Empanelled Furnishing Contractors Under Canara bank Karnal Circle (CLASS A & B) for the FURNISHING Works to be carried out in EXISTING premises of Canara Bank, PINJORE branch & ATM, Haryana, as per the details below:

1.	Estimated Cost of the Works	:	Rs. (Rupees:).
2	Tender Fee (Nonrefundable)	:	NOT APPLICABLE
3	Date Of Commencement of Work		Immediately on receiving work order
4	Time for Completion	:	45 days from the date of the work order.
5	Submission of tenders	:	The tender should be submitted as follows: 1. A sealed cover containing Tender book with the signature of the contractor wherever required & the seal of the contractor with initial on every page. 2. A sealed cover containing any technical clarification / conditions, if any.
6	Place of Submission of Bids		Canara Bank Circle Office, Karnal
7	Date of Issue	:	**08.08.2025**
8	Last Date of Submission	:	Sealed quotations to be submitted on or before **19.08.2025 up to 3.00 P.M**.
9	Date of Opening	:	Will be opened on **19.08.2025 at 03.30 P.M.** or any subsequent date as intimated by the bank.
10	Retention Percentage		10% (Ten percent) from each bill.
11	Earnest Money Deposit		NIL
12	Security Deposit		NIL
13	Release of retention Money/Security Money		Security Money after completion of work & 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

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GENERAL RULES, INSTRUCTIONS AND CONDITIONS

1. Sealed OFFERS are invited for the work of:

FURNISHING WORKS FOR CANARA BANK,
PINJORE (6021) BRANCH & ATM, HARYANA

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 AJAY AGGARWAL & ASSOCIATES, CHANDIGARH** 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 in the NIT i.e. 45 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.** All the Taxes on material or finished work in respect of this contract shall be payable by the OFFERERS as per GST tax regime and the Bank/Employer will not entertain any claim whatsoever in respect of the same, and nothing extra shall be paid/reimbursed for the same subsequently. The contractors shall clearly mention in the offer documents about the orders placed towards supply & installation and bills to be raised accordingly.
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 vacant 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 one.

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, décor 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 or lump sum amount 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.
28. **Keeping Site Clean and clear:** During the progress of the works and when directed by the Project Architect the Contractor shall keep the site clear of all rubbish and debris including that which may be deposited on the site by any sub-Contractor/s until the date of issue of Certificate of Completion. The cost of keeping the site clean shall be deemed to have been included in the rates. On completion of the works, the Contractor shall at his/their own expense clear away and remove from the site on completion of works all constructional plant, surplus material, rubbish / debries / malba and temporary works of every kind as required by local statutory authorities if applicable, and leave the entire site and works clean and in a workman like condition. In case of failure by the contractor, the employer under the advice of Project Architect will have the right to get the site cleared at the risk and cost of the contractor to the satisfaction of the Project Architect/Employer.

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

Signature of the Contractor (with Seal)

Place :

Date :

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APPENDIX OF CONDITIONS

1.	Name of Work	:	INTERIOR works for CANARA BANK, PINJORE BRANCH, Haryana.
2.	Completion Period	:	45 **days**
3.	Estimated Cost	:	
4	Security Deposit/ Retention Money	:	10% of total cost.
5	Defect Liability Period	:	12 months from the date of certification of final bill.
6	Escalation	:	nil
7	Client / Owner	:	**CANARA BANK,** **Circle Office, Sector-12, Karnal**
8.	Arbitration Zone	:	Karnal
9	Liquidated Zone	:	1% of the estimated amount per week subject to ceiling of 10% of accepted contracted sum
10	Mobilisation Advance	:	nil
11	Escalation	:	nil

The conditions of documents attached shall be superseding the above details if contradiction

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APPROVED MAKES OF MATERIALS

All materials to be supplied and installed by the contractor shall be of approved makes and conform to the relevant Indian Standard and bear `ISI' marking distinctly. Wherever the make and model of an item is specifically mentioned in the Bill of Quantity the same shall be considered and quoted for, in the tender. However for the guidance of the contractor some of the approved makes of materials are listed below which can be used when not specifically mentioned in the BOQ. In case the make and model of any item required to be installed is not available in the following list, the same shall be got approved from Bank representative prior to being brought to site and installed. However catalogues, leaflets and a sample of all material, whether covered in the list or not, shall be submitted to Consultant for approval and only on approval of the same, further orders shall be placed by the contractor. Any material brought to site without the above procedure is liable to be rejected outright.

NOTE: Apart from the above makes, any further equivalent make as approved by the bank, can also be used with prior permission from the bank. Bank reserves the right to ask for test certificates from NABL accredited labs.

LIST OF APPROVED MAKE (FURNISHING).

1. **Plywood** - 19mm, 12mm, 6mm, 3mm thick Commercial Century, Kitply, Green Ply, Ecotech, Amul Ply, Archid
2. **Laminate** – 1mm thick Formica, Sundek, Merino, Green Lam, Amulya Mica, Archid
3. **MDF** – 6mm, 12mm, 19mm, 25mm thick external grade Nuwud
4. **Beading / Lipping** – Steambeech
5. **Emulsion & Enamel paint** - Asian, ICI, Dulux, Berger, Nerolac
6. **Wall Putty** – Alltek, Asian
7. **Cement Paint** – Supercem
8. **Duco** - ICI
9. **Auto Closing Hinges** – EG, Ebco,Hettich
10. **PVC Drawer slides, Keyboard Tray, Grommet** – EG, Ebco, Hettich
11. **MPL Locks** – EG, Ebco, Hettich
12. **Door locks** – Golden, Godrej, Hettich
13. **Handles** –Dorset,ebco, Hettich
14. **Door closer** – Everite, Hardwyn, Hettich
15. **Door stopper** – EG, Hettich
16. **Door hinges** – S.S hinges 5” high, Hettich
17. **Glass** – Saint Gobain, Modiguard
18. **Antistatic / Vinyl flooring** (2mm thk.) – Armstrong, Krishna Vinyl.
19. **Adhesives** – Fevicol [SH], Vamicol, Araldite
20. **Gypboard False Ceiling** – India Gypsum Ltd.,
21. **Grid type false ceiling –** Armstrong

Plumbing / Sanitary:

22. **PVC Pipes - Prakash, Prince, Finolex**
23. **GI Pipes – Tata, Jindal “c” Class**
24. **PPR Pipes – Supreme, Prince, SFMC**
25. **Vitrified Tiles – Kajaria, Naveen, Marbonite, Johnson**
26. **Ceramic Tiles – Kajaria, Naveen, Marbonite, Johnson**
27. **Sanitary Fittings – Parryware, Hindware**
28. **CP Fittings – Jagur, Marc, Parko**

29. **Flush Door – Green, Jyoti Plywood, Swastic.**

NOTE: Any brands indicated under the items specifications in the bill of quantities will prevail over the above indicated makes. Apart from the above makes, any further equivalent make as approved by the Bank, can also be used with prior permission from the Bank.

Signature of the Contractor (with Seal)

Place:

Date :

Canara Bank