



UNION BANK OF INDIA REGIONAL OFFICE, BALASORE

TENDER DOCUMENT FOR INTERIOR FURNISHING WORK OF UNION BANK OF INDIA, REGIONAL OFFICE, BALASORE

CONSULTANT

CURVES ARCHITECTURE
PLOT NO: - 33, BANKER'S ENCLAVE
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NOTICE OF INVITATION TO TENDER

Sealed tenders on item rate/percentage over estimated cost basis are invited from **Union Bank of India Empanelled interior contractors** having Technical and financial capacity for **Interior Furnishing work for UNION BANK OF INDIA,REGIONAL OFFICE,BALASORE**. Tender documents may be collected from **UNION BANK OF INDIA,REGIONAL OFFICE,BALASORE,BLOCK-4,WING-3,1ST FLOOR,BMC BHAWANI ENCLAVE,SAHEED NAGAR,BHUBANESWAR / From Bank'S Website.**

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| 1. Name of the work | : Interior Furnishing of Union Bank of India, Regional Office,Balasore. |
| 2. Location of the work | : Regional office,Balasore. |
| 3. Time of completion | : 45 days |
| 4. Earnest money | : Rs. 20000.00 |
| 5. Issue of Tenders Paper from | : 23.11.2020 to 14.12.2020 upto 11.00 AM. |
| 6. Defect liability period | : One year from completion of project. |

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.

Regional Head
UNION BANK OF INDIA,
Regional Office
BALASORE

GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS

Tenders are hereby invited on behalf of UNION BANK OF INDIA, REGIONAL OFFICE, BALASORE, for Interior Furnishing work of **UNION BANK OF INDIA, REGIONAL OFFICE AT BALASORE REGION**. Contract documents consisting of the plans complete specifications, the schedule of quantities of the various class of work to be done, and the set of conditions of contract to be complied with by the persons whose tenders may be accepted, and which will also be found in the form of tenders, can be Collected from **UNION BANK OF INDIA, REGIONAL OFFICE, BALASORE, BLOCK-4, WING-3, 1ST FLOOR, BMC BHAWANI ENCLAVE, SAHEED NAGAR, BHUBANESWAR** between the hours of 10.30A.M to 5.30P.M. From **23.11.2020 to 14.12.2020** and every day, except on Sundays and bank holidays / From Bank's Website.

1. Tenders, which should always be placed in sealed cover with the name of the project written on the envelopes will be received by **REGIONAL HEAD, UNION BANK OF INDIA, REGIONAL OFFICE, BALASORE, BLOCK-4, WING-3, 1ST FLOOR, BMC BHAWANI ENCLAVE, SAHEED NAGAR, BHUBANESWAR** up to **14.30 hrs on 14.12.2020** and will be opened in his office on **14.12.2020** at **15.30** hrs.
2. The time allowed for the carrying out of the work will be 45 days from the day after the date of written orders to commence work.
3. The contractors should quote in figures as well as in words the rate, and amount tendered by them the amount for each item should be worked out and the requisite totals given.
4. When a contractor signs a tender in an Indian language the percentage above or below and the tendered amount and the total amount tendered should also be written in the same language in the case of illiterate contractors the rates or the amounts tendered should be attested by a witness.
5. Issue of tender from will be stopped one day before the date fixed for the opening of tenders.
6. Earnest money, amounting to **Rs.20000.00** in the form of bank draft drawn in favor of **UNION BANK OF INDIA, BALASORE** must accompany each tender and each tender is to be in a sealed cover super scribed tender for **Interior Furnishing work for REGIONAL OFFICE, BALASORE** and addressed to the **REGIONAL HEAD, UNION BANK OF INDIA, REGIONAL OFFICE, BALASORE**.

The contractor, whose tender is accepted, will be required to furnish by way of security deposit for the due fulfillment of his contract, such sum as will amount to 10.00% of the work order.
7. The EMD of the contractor, whose tender is accepted, shall be forfeited in full in case he does not remit the Initial security deposit within the stipulated period or start in the work by the stipulated date mentioned in the award letter.
8. The acceptance of a tender will rest with the **REGIONAL HEAD, UNION BANK OF INDIA, REGIONAL OFFICE, BALASORE, BLOCK-4, WING-3, 1ST FLOOR, BMC BHAWANI ENCLAVE, SAHEED NAGAR, BHUBANESWAR** Which does not bind itself to accept the lowest tender, and reserves to itself the authority to reject any or all of the tenders received without the assignment of a reason. All tenders in whom any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.

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 conditions if his tender is accepted in parts.

9. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
10. All rates shall be quoted on the proper form of the tender alone.
11. An item rate tender containing percentage below/ above all is summarily rejected. However, where a tender voluntarily offers a rebate for payment within a stipulated period, this may be considered.
12. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Employer/Architects shall be communicated to the Employer.
13. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the words "Rs." Should be written before the figure of rupees and words "P" after the decimal figures, e.g. Rs. 2.15p and in case of words, the word "Rupees" should precede and the word "Paise should be written at the end, unless the rate is in whole rupees and followed by the words, only", it should invariably be up to two decimal places. While quoting the rate in schedule of quantities, the word "only" should be written closely following the amount and it should not be written in the next line.
14. The bank does not bind itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the tender and the tender shall be bound to perform the same at the rate quoted.
15. All taxes including Sales Tax or any other tax on material or on finished works like works 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 whatsoever in this respect. This particular aspect should be mentioned in the tender
16. The contractor shall give a list of his relatives working with bank along with their designations and addresses
17. No employee of the bank is allowed to work as a contractor for a period of two years of his retirement from Bank service, without the previous permission of the Bank. The contract is liable to be cancelled if either the contractor or any of his employees is found to be worked as a bank employee within two years of the contract and he has not taken permission from the bank to do so.
18. The tender for the work shall not be witnessed by a contract or contractors who himself/themselves has/have tendered or who may and had/have tendered for the same work Failure to observe this condition would render tenders of the contractors tendering as well as witnessing the tender liable to summary rejection.
19. It will be obligatory on the part of the tendered to tender and sign and tender documents for all the components parts and that, after the work is award, he will have to enter into an agreement for each component with the Competent Authority in the Bank.
20. The tendered, apart from being a competent contractor must associate himself with agencies of the appropriate class who are eligible to tender for (1) Electrical (ii) Sanitary and Water Supply installations and (iii) Horticulture.
21. The quantity of work can be reduced or increased depending upon the requirement before/during the commencement of the work.
22. The Electrical Contractor should have Valid Licence.

LIST OF MATERIALS OF APPROVED BRAND OF FURNISHING JOB

a.	Locks	:	Godrej / Doorset
b.	Hardwares	:	Eari-Behiri/Arises/Httich/Harsson /EBCO/Efficient Gadgets/Equivalent
c.	Smoke Mirror/Glass	:	Modiguard , Saint Govin
d.	Door closer/Floor Springs	:	Godrej/Hardwyn
e.	Paints	:	Asian Paints/ Berger/ICI/Nerolac
f.	Nails, Screws etc.	:	Nettle Fold or equivalent
g.	Aluminium Sections/Grills	:	Jindal/Indal /OEL/ AlumuliteEverest
h.	Floor Spring	:	Godreg/ Dorma
i.	False ceiling	:	Indian Gypsum Ltd /Lafrage
j.	Adhesive	:	Fevicol SH/ Jeevanjor
k.	Blinds	:	Levior/Lauflex/MAC/Annams
l.	Ply (BWR- Grade)	:	Green Panel/Century
m.	Laminates (1.0 mm th.)	:	Century lam / Merino
n.	Veener	:	Green/mayor
o.	Grid ceiling board 2'x2'	:	Armstrong (rh:99)
p.	Magnetic board	:	White mark/alkon
q.	Laminate floor	:	Armstrong

**BOQ FOR INTERIOR DECORATION & FURNISHING OF UNION BANK OF INDIA, REGIONAL OFFICE
BALASORE.**

Sl.No	Particulars	Unit	Quantity	Rate	Amount
1	Full Ht. Partition :Glazed/Semiglazed/Solid:- Providing and fixing wooden double skinned partition, partly glazed and partly panelled,or solid as per Design drawing and specifications on cash cabins, managers cabins, general counters, Work stations and Glazed partitions on counters top and any other areas as shown in the Layout Plan .The wooden frame shall be 2"x1" sal wood well seasoned sections forming 2'-0" squares covered with 6mm thick BWR ply of approved make and finished with 1mm thick Laminates of approved shades and the panel shall be as per Design and direction. For Glazed portion 10mm thick plain glass with boarder and decorative design itching as per design and direction shall be provided including decorative /plain beading including provision of 30mm thick solid flush door wherever necessary with superior quality brass anodized hinges, handles, mortise lock of Godrej make etc.The glass partition above general /ledger counter shall be of 8mm thick plain glass with boarder and decorative design itching as per design and direction with 2"x1" sal wood support at each counter unit and with decorative moulded heads including necessary wooden beading, painting and polishing. Matching to existing partition & as directed by the architect.	sft	1117.00		
2	Low ht. Partition:Glazed/Semi Glazed/Solid: Providing and fixing in position partly glazed 4'-6" HT. Partition work as per drawing ,in frame work at 2'x2' grind (horizontally and vertically) comprising of 2"x1 ½" hevy gazed almunium section and/or as per frame work shown in the drawings with 6 mm plywood on both sides finished with 1 mm thick laminates of approved shade and colour as shown in drawings. Item to include 12 mm thick glass with etching and frosting as per design and fitted with SS finished patch panel and 2"x2" T.W. member for door sides and glass sides and T.W. door frame to take 12 mm thick glass with etching and frosting.All exposed T.W. surfaces to be finished in melamine polish of matching laminate colour as directed including all necessary Stainless Steel finish fittings/hardware and wood preservative paint etc. as per list of approved material and as approved by the Project Consultant/Bank complete in all respects.	sft	981.00		

3	Doors :Glazed/Semi glazed/solid: Providing & fabricating fixing door shutter with 28mm x 75mm height & 28mm x 75mm, 28 mmx 60mm, 28mm x80mm rails respectively by using Giringa/ Kasi wood of well seasoned with necessary wood joining, planning, polishing etc., as per drawing matching the aligned partition . The shutter will have part glazed 8mm thk float glass side beveled , high polished with body itching of st globain & part solid one covered with 6mm BWP ply, both sides covered with 1 mm tk laminate of approved shade with necessary WB wood beading etc mat polished with melamine polish of asian / ici , complete to match the aligned partition elevations designs, the rates are inclusive of cost of necessary hinges, handles,cylindrical locks, aldrops etc., all labour, materials, taxes, leads & lift to the place of work executed to the satisfaction of the Architect.	sft	231.00		
4	Wall Panelling: Providing and fixing wall panelling to DRM Chamber with 2"x1" sal wood batten frame fixed to wall treated with ant termite treatment, covered with 6mmBWR ply and finished with 1mm thick laminates including TV Unit in Conference hall as per design and direction.	sft	950.00		
5	Front Entrance Door: Providing and fixing fully glazed anodised aluminium section of approved size at entrance partly fixed & partly openable and other areas with necessary floor spring arrangement as per design and direction etc. Complete including Bank's Monograms of suitable size itching patten n as per direction. The thickness of glass shall be of 12mm.	sft	54.00		
5	Providing and fixing Godrej make over head Door closers to manager's chamber door & cash counter door with necessary fixtures and fittings etc.	no	11.00		
9	Gypsum Ceiling: Providing and fixing Suspended false ceiling to Manger's cabin and hall with standard G.I./Aluminium Suspended frame as per manufacture's specification with 12mm thick Gypsum boards including necessary cornice and boarders and concealed lighting system including one coat wall putty of (Birla/jk) as leveller and 2 coats plastics emulsion paint over a coat of primer.	sft	2006.00		
10	Suspended grid ceiling - Armstrong: Providing / Fixing in true horizontal level 600mm x 600mm suspended ceiling system manufactured by M/s Armstrong World Industries using hot dipped galvanized steel section, exposed surface with pre coated capping, main tee of size 24 x 32mm at every 1200mm c/c maximum and rotary stitched cross tee of size 24 x 27mm at every 600 mm c/c and sub cross tee of size 24 x 25mm at 1200mm c/c and wall angle of size 19 x 19mm fixed to the periphery of the wall. The above grid is suspended at every 1200mm c/c in both directions using 2.0mm thick prestraightened GI wire laying DUNE PRIMA Board edge ceiling tiles manufactured by M/s Armstrong World Industries, having RH99, NRC of 0.70 and size 600mm x 600mm x 18mm and having pearl finish over the formed grid complete.cost to be includ all cutouts for light fixture smoke detector etc.	sft	1372.00		

11	Vertical Blinds: Providing and fixing venetian Blinds to window, vertical type (4" width)any standard make including necessary mechanical system as available colour to match the room decor.	sft	662.00		
12	Floor spring : Providing & fixing Godrej make heavtduty floor spring in entrance door with necessary fixtures and fittings etc.	nos	2.00		
13	Writing Board: Providing / Fixing magnetic writing board of "Whitemark / Alkon" make with aluminium framework & teakwood ledge finished in natural polish inclusive of accessories such as magnetic duster & magnetic pin etc complete. Size 3'- 0" x 4' -0"	sft	24.00		
14	Notice board: Providing and fixing notice board with 19mm BWR board back of size 3'-6"x5'-0" fixed to wall with necessary brackets and finished with fabric matching with colour and above board edges shall be finished T.W. beading & cover provision provided.	nos	1.00		
15	RM table- Providing and making RM table size of 3'-0"x7'-0"x2'6" ht. With 19mm thick BWR board box type as per design . Abobe with full 12mm thick single glass on the top .The side rack shall be of 6'X1'9"X2'3" drawers as design finished with melamine polish.4mm thick veneer of approved colour & include 3 coats of melamine polish including necessary T.W. beading and handles and lock shall be of best quality Godrej make etc. Complete.	nos	1.00		
16	DRM Table- Providing and making DRM table size of 3'-0"x6'6"x2'6" ht. With 19mm thick BWR board box type as per design with full 12mm thick single glass top .The side rack shall be of 4'X1'-9"X2'3" drawers as design finished with melamine polish.1.5mm thick laminates of approved colour including necessary T.W. beading and handles and lock shall be of best quality Godrej make etc. Complete.	nos	1.00		
17	Chief Manager Table- Providing and making Chief Manager table size of 3'-0"x6'0"x2'6" ht. With 19mm thick BWR board box type as per design & above on 12 mm thk single glass top .The side rack shall be of 4'X1'-9"X2'3" drawers as design finished with melamine polish.1.5mm thick laminates of approved colour including necessary T.W. beading and handles and lock shall be of best quality Godrej make etc. Complete.	nos	4.00		
18	Workstation Table: Providing and fixing work station table along with side racks made of 19mm BWR board as per design. The table top shall be as per under mentioned dimensions and the side racks shall be of 1'3"x2'9"top having all necessary arrangements for keeping the computer etc.Part of the side rack shall be provided with pull out drawer with locking arrangement .All exposed surfaces shall be finished with wooden round beading and finished with wooden round beading and finished with melamine polish etc.complete. 1)Workstation top size2'6"x5'6"	nos	22.00		

19	<p>Reception & RM Secretariate Table : Providing / Constructing reception table in 2" thk, 2'-6" x 6'-6" , same as Two side ,plywood top constructed out of double 3/4" thick plywood supported on 1.5mm thk brush finished SS sheet wrapped cabinet having shutters and internal part finished in white duco paint. The top to be finished with 4mm thk veneer. The veneer to be finished with 3 coats of melamine polish. The table to be rested on white Duco painted 2" thk wooden support via 2 nos. SS stud. All drawers to run on double extension telescopic channels of EGL/Sterling (DSG-8520), Haffle or Ebco make. A keyboard drawer - EBCO - CKS1-M to be mounted in the bottom of the table top. The table to be complete with Multi drawer locks, ready made computer keyboard drawer of Ebco make or wooden keyboard drawer as instructed, 6" brushed steel handles, zinc finished hinges with SS pins, brushed steel keyholes, magnet catch, wire managers and all other necessary hardware.partly glass may be used in table.cost including all.job to be include 3 coat melamine polish & nessecery cut outs fot electrical.</p>	nos	1.00		
20	<p>Conference Table: Providing / Supplying conference table having a table top of size 12'-0" x 4'-0" constructed with double 3/4" thick plywood as indicated in the drawing. Plywood to be finished with 4mm thick veneer. The top to be supported on 4 nos. 8'-0" long 6" x 3" MS powder coated T sections chamfered at the ends with 16nos. 1 1/2" dia 2" long SS studs. These T-sections are supported and held in position with SS dowels running through the hollow wooden base box. These T sections to be cut in the center as shown in the drawing. This solid wooden base box to be made of double 3/4" thick plywood at the bottom and sides and the top of this box to be made of 4" solid plywwod. A 6" deep wooden tray to be inserted in the center of the table top to have frosted glass cover and cabling arrangement within it. The wooden base box and the tray are made to transfer all the cables from floor to the table top. The bottom of the base box to have shutter for the janction box below in the floor.Job to be complete include 3 coat melamine polish & cutout for electrical boxes,microphones & audiovisual eqipments.</p>	nos	1.00		
21	<p>Full/low ht.Storage Unit:Providing and fixing of low height(2'-6" & 4'-6"/8'-0" ht. as per design) storage cabinate having 450mm. depth of made out of 19mm th. block board .The exposed surface is to finished with 1.0mm th.laminates as per design of approved shade and the inner surface is painted with two coate of enamel paint of approved colour over one coat of primer surfaces are to be finished with as per design The work should be completed including fittings like handles,locks etc completely &according to drawing and design including all labour and materials.</p>	sft	230.00		

22	Running table for HR/IR/IT Providing and fixing of running counter 2'-6" wide top & 2'-6" ht. table made up of 19mm th. ply with drawer unit consisting 1 No's of drawer units on telescopic chanel & below shutter with storage with an interval of 3'-6" rft made up of with locking arrangement. The exposed edge surfaces are to be finished with 1.0mm th.laminates as per design of approved shadea and the inner surface is painted with two coat of enamel paint of approved colour over one coat of primer . and cable manager are to be fixed as per drawing and design.The work is to be completed with all labour and material including all the hardware required.	rft	0.00		
2	Dining Table: Providing / Supplying square dining table of size 4'-0" x 2'-0" with 1" thk wooden top with duco paint screwed to 4 nos SS legs with SS studs and 4" dia 3mm thk SS plate. The 4 SS legs to be made of tapered pipe in the profile shown in the drawing. All the 4 legs connected with 1/2" x 3" SS hollow pipe as shown in the drawings. The legs are attached with SS levellers at the floor. All SS members to be brush finished.	nos	2.00		
21	Wall paint with POP & putty. Sand papering, cleaning the surface, applying primer with lambi putty/pop punning to full surface in 3 layers, thereafter applying 3 coats of paint of approved shade & color on walls. roller to be applied on all surface etc complete. jobs to include proper covering of furnitures so as to avoid damage.	sft	4600.00		
22	Shutter Boxing: Providing & fixing rolling shutters encasement fabricated out of 19mm thk. BWP BB finished with 1.0mm thk. laminate for top, sides , front and bottom with necessary openable pallah at bottom, hardware incldg. locks, hinges & handles. The job to be completed as per approval of the Architect.	sft	160.00		
23	Wooden ceiling: specification same as abobe instead of gypsun 4mm thk veener will be providing. jobs include 3coats of melamine polish & cutting of lights.	lumsum	1.00		
Total					

Note: GST Extra as per the Current Slab.

Note: All tables cost include ebco make key board tray, & ebco make cpu trolley & good quality wire manager. Contractor will coordination with all vendor for smooth execution of work. Contractor will do all the cutting of ceiling, partition, Table as per requirement for Electrical, HVAC, Fire, CCTV, Etc other related works, for the same no extra payment will be given.