

UNION BANK OF INDIA  
Regional Office, Madurai

ROM: OPRS: SSD:120:2026-27

Date: 14-05-2026

**NOTICE INVITING TENDER FOR AIR-CONDITIONING AND ALLIED WORKS OF  
UNION BANK OF INDIA  
UMFB MADURAI ALONG WITH ONSITE ATM**

**PART-1**

**PREQUALIFICATION CUM TECHNICAL BID**

Location of UMFB, Madurai alternate premise:

Ground Floor, Building named "Umayal Arangam", Plot No.S4,S5, Park Town, 5th Street, Madurai 625 017

Date of issue of Tender : 15/05/2026 to 29/05/2026  
(during Office hours)  
Last Date of Tender Submission & Time : 29/05/2026 up to 03.30 PM.  
Tender Opening Date and Time : 29/05/2026, 4:00PM  
Pre-bid Meeting : 25/05/2026, 4:30 PM

PRICE OF THE TENDER DOCUMENT Rs. 1000/-, EMD: Rs.6,000/- BY WAY OF DD/PAY ORDER

Name of Firm \_\_\_\_\_

Email ID \_\_\_\_\_

Contact No. \_\_\_\_\_

<b><u>Project Architect:</u></b>	<b>Place of Submission &amp; Obtaining Bid</b>
M/s SHRISHTI D H3, RAS Subiksha Mascot, Trichy Road, Ramanathapuram, Coimbatore-641045 Mob: 8056866038 <a href="mailto:architect.shrishti@gmail.com">architect.shrishti@gmail.com</a>	Union Bank Of India Regional Office - Madurai D. No.72, P T Rajan Road, Bibikulam, Opposite K V School Narimedu, Madurai -625 002 Mob: 8714514610 <a href="mailto:pnd.romadurai@unionbankofindia.bank.in">pnd.romadurai@unionbankofindia.bank.in</a>

**ROM: OPRS: SSD:120:2026-27**

**Date: 14-05-2026**

**NIT FOR AIR-CONDITIONING AND ALLIED WORK'S**  
**FOR UMFB MADURAI ALONG WITH ONSITE ATM**

Union Bank of India invites Tenders in two-bid system i.e. Technical Bid and Commercial/Price Bid from eligible established contractors having **registered Branch office within jurisdiction of Tamilnadu and executed at least one project, work of similar nature for any of our Branches/any other public sector Banks in Tamil Nadu State** for carrying out Air-Conditioning And Allied works of our Bank's New premise for UMFB Madurai along with onsite ATM. The estimated cost of work is **Rs.2,89,800/- + 18% GST** and the **Completion** period is **5 days**. Tender forms (prequalification bid & Price Bid) can be collected against payment of **Rs.1000/- (non-refundable)** by way of Demand Draft/Pay order drawn from Scheduled Commercial Bank only in favour of "Union Bank of India" payable at Madurai during working hours from **15.05.2026 to 29.05.2026 upto 3:30 pm**. The tenders are also available on Bank's website [www.unionbankofindia.co.in](http://www.unionbankofindia.co.in). & Government portal [www.eprocure.gov.in](http://www.eprocure.gov.in). Tenderer downloading documents from website, must submit demand draft/pay order for document cost (**Rs.1000/-**) while submitting the tender in a separate envelope super scribing "tender cost" else tender will not be considered for opening. **Earnest Money Deposit (EMD)** for this tender is **Rs.6,000/-** for AIR-CONDITIONING AND ALLIED Works. EMD is to be submitted along with the tender in the form of Pay Order / Demand Draft only in favour of Union Bank of India payable at Madurai. Tenders without Earnest Money Deposit shall be summarily rejected. Exemption of Tender Fees/EMD will be allowed on submission of copy of Registration (Attested) from MSME/NSIC/SSI registered firms. The last date of submission of tender is **29.05.2026 upto 3.30 PM**.

The Bank reserves the right to reject any or all applications without assigning any reasons whatsoever. Please refer banks website and Govt. portal regarding any corrigendum for the subject tender till finalization.

**REGIONAL HEAD**

**REGIONAL OFFICE, MADURAI**

ation: Public

## INDEX

<b>Sr. No.</b>	<b>Contents</b>	<b>Page No.</b>
1.	NOTICE FOR INVITING TENDER	<b>5</b>
3.	BIO-DATA OF CONTRACTING AGENCY	<b>7</b>
4.	INSTRUCTIONS WITH REGARD TO SUBMISSION OF TENDERS	<b>18</b>
5.	TENDER FORM	<b>22</b>
6.	INDEMNITY BOND	<b>24</b>
7.	ARTICLES OF AGREEMENT	<b>27</b>
8.	GENERAL INSTRUCTIONS TO CONTRACTORS AND SPECIAL CONDITIONS	<b>42</b>
9.	THE CONDITIONS HEREINBEFORE REFERRED TO	<b>50</b>
10.	APPENDIX HEREIN BEFORE REFERRED TO	<b>79</b>
11.	SAFETY CODE	<b>82</b>
12.	ADDITIONAL CONDITIONS	<b>89</b>
13.	PROFORMA FOR EXTENSION OF THE PERIOD	<b>94</b>
14.	TECHNICAL SPECIFICATIONS	<b>96</b>
16.	NOTES	<b>99</b>
18.	PREAMBLE TO SCHEDULE OF QUANTITIES	<b>102</b>
19.	PRICE BID	<b>105</b>
20.	SCHEDULE OF QUANTITIES	<b>106</b>

## DISCLAIMER

The information is provided to prospective tenderer having Registered Branch Office within jurisdiction of Tamil Nadu State, who intend to participate in bidding process for Air-Conditioning And Allied of Bank's New/Alternate premise UMFB, Madurai for which this tender has been issued, as per the terms and conditions set out in this tender and any other terms and conditions related to such information.

This tender is neither an agreement nor an offer and the purpose of this Tender/ Request for Proposal (RFP) is to provide the Bidder(s) with information to assist the formulation of their proposals. The RFP does not claim to contain all the information each Bidder may require. While Bank has taken due care in the preparation of the information contained herein, it does not claim that the information is exhaustive. Respondents to this tender are required to make their own inquiries/analysis and should check the accuracy, reliability and completeness of the information in this RFP and where necessary obtain independent advices/clarifications. They should not rely solely on the information contained in the blank tender documents / forms. Bank may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP. The Bank is not responsible if no due diligence is performed by the Respondents.

The Bank, its employees and advisors make no representation or warranty and shall have no liability to any person, including any applicant or Bidder under any law, statute, rule or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expenses which may arise from or be incurred or suffered on account of anything contained in this tender or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the tender and any assessment, assumption, statement or information contained therein or deemed to form part of this tender or arising in any way for participation in this Bid stage.

Union Bank of India reserves the right to alter, amend, update or supplement the information reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline bids without assigning any reason thereof.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery, fees, expenses associated with any demonstrations or presentations which may be required by Bank or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and Bank shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding process.

**NOTICE FOR INVITING TENDER**

**SUBJECT: AIR-CONDITIONING AND ALLIED WORKS OF BANK'S NEW PREMISE  
FOR UMFB MADURAI ALONG WITH ONSITE ATM.**

1) Sealed, Item Rate, tenders are invited in the prescribed format from contractors having registered Branch office within jurisdiction of Tamil Nadu State for execution of UMFB, Madurai Air-Conditioning And Allied Works, as per following details:

Estimated Cost of the Work	: Rs.2,89,800 + 18% GST
Earnest Money Deposit	: Rs.6,000/- by way of pay order/demand draft drawn From Scheduled Commercial Bank only in favor of Union Bank of India payable at Madurai.
Period of Completion	: 5 days
Validity of Tender	: 180 days
Date of issue of Tender	: 15.05.2026 to 29.05.2026 During office hours.
Last date for submission of tender	: 29.05.2026 up to 3.30 pm.
Opening of Bid	: 29.05.2026 at 4.00 pm.
Pre bid Meeting	: 25.05.2026 at 04.30 pm.

The tender document can be obtained from the office of the Client: Chief Manager, Operations department, Union Bank of India, Regional Office, Madurai on payment of Rs.1000/- (non-refundable) by way of pay order/demand draft drawn from Scheduled Commercial Bank only in favour of "Union Bank of India" payable at Madurai and should be submitted in original, duly stamped, and sealed in the same office.

- 2) The Item Rates under the contract include for full, final & entire completion of all works in all respects described in the tender document & as shown in drawings forming part of the contract. Contractor must quote Item Rates on estimated cost. Tenders will be opened in the presence of contracting agencies or their authorized representatives.
- 3) The tenders shall be submitted in two envelopes. **The envelope No.1** shall be marked as Technical Bid and shall contain Technical Bid of the tender, EMD in the form of Demand Draft/ Pay Order drawn from Scheduled Commercial Bank, Prequalification application and any other matter.

**The envelope No. 2 shall be marked as Price Bid.**

All the above 2 envelopes to be put in 3<sup>rd</sup> envelope super scribing the subject tender before submitting.

- 4) **Envelope No.1.** Will be opened on the due date of opening. **Envelope No. 2 (Price Bid)** will be opened at later date (to be intimated subsequently) and of those whose prequalification application meets with eligibility criteria of the advertisement and the requirement of Tender fees, EMD and the terms/ conditions submitted, acceptance of technical bid, etc.
- 5) Tenders are to be submitted in one sealed Envelope Cover (Envelope No.3) Enclosing Therein the Envelope No.1 and Envelope No.2 Duly Super scribed **“Tender for Air-Conditioning And Allied works of UMFB Madurai along with onsite ATM”**.
- 6) The tenderer must use only the tender forms issued for the purpose to fill in the rates. Intimation of tender quoted by letter, telegram/ telex will not be acceptable. The tender must be dropped in a tender box kept at Union Bank Of India existing Regional Office, Madurai located at D No.72, P T Rajan Road, Bibikulam, Opposite K V School Narimedu, Madurai 625 002. **Delivery of the tender through courier / post shall be avoided and any disputes arising there of shall not be entertained.**
- 7) Tenderers are advised not to make any alteration/modification in the tender documents, Item of work or in any respect whatsoever. Violation of this requirement will make the Tender liable for rejection.
- 8) In case of postal delivery, the tenderer has to ensure that tender is reached before the due date and time and dropped in the tender box. The Bank will not be responsible for damage in the transit and delay of receipt of tender, if any or sent by a special messenger. **Tender received after 3.30 pm on 29.05.2026 shall be rejected.**
- 9) Every page of the tender documents should be signed by the person or persons submitting the tender in token of his/their having acquainted himself/themselves with the General and Special Conditions of Contract, Specifications etc. as laid down. Any tender with any of the documents not so signed will be subjected to rejection.
- 10) No consideration will be given to a tender received after the time stipulated above and no extension will be allowed for submission of the tender.
- 11) The Union Bank of India shall 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 whatsoever.
- 12) This notice inviting tenders, the conditions of tender and the duly completed form of tender etc. will form part of the Agreement to be executed by the successful tenderer with the Bank.
- 13) Tender submitted without EMD from Scheduled Commercial Bank will be treated as incomplete and the same will be rejected out rightly. The EMD shall be strictly in the form of Pay Order / Demand Draft. No Cheques will be accepted on account of EMD. Tenders submitted with the cheque as EMD will be treated as incomplete and will be rejected.

## BIO - DATA OF CONTRACTING AGENCY

1. Name of the firm :
- Address :
- Telephone No. :
- Office :
- Residence :
- Mobile :
- Fax :
- E-Mail :

- 2 a) Whether proprietary/partnership/ :  
Pvt. Ltd. / Public Ltd. (certificate of  
registration / partnership deed to be  
enclosed as Annexure-I).

- b) Name of the Proprietor, Partners, Directors

I)

II)

- c) Year of establishment :

3. Registration with Tax Authorities :

- i) Income-tax (PAN) No. :
- ii) GST No. :
- iii) EPF Regn. No. :
- iv) ESI Regn. No. :
- v) TIN / VAT No. :

(Copies of certificates of registration with relevant authorities to be enclosed as Annexure-II-A, II-B, II-C, II-D & II-E)

4. Names of the Bankers with address & telephone numbers:

I)

II)

5. Enclose solvency certificate of the : Enclosed/ Not enclosed  
Amount of 30% of estimated cost

**Note:** The solvency certificate should be addressed to “Whom so ever it may concern” and not older than six months from the date of advertisement.

6. Furnish copies of audited balance- : Enclosed/ Not enclosed

Sheet and Profit & Loss A/C. for the last 3 years i.e. Assessment years- 2023-2024,2024-2025, 2025-2026 as Annexure-IV-A, IV-B & IV-C.

7. Registration with Govt. / Public Sector / Banks (certificates of Registration to be enclosed as Annexure-V.

Name of the Organization	Year since empanelled

8. Give details if at present involved in litigation in similar type of contracts:

Sr. No.	Name of Project	Name of Employer	Nature of work	Work order dated	Date of completion of work	Value Rs.

9. Details of civil suit, if any, that arose : during execution of contract in the past 10 years.

10. Specify maximum value of single : value project executed during the last three years.

11. Name & relation, if any, with the staff : Member of Union Bank of India.

12. Details of work executed during the last 3 years:

ation: Public

Type of work	Work executed for (name of the Institution / Body)	Nature of work (in brief)	Location	Value Rs.	Duration of work with dt Commence completion	If work left incomplete or terminated (give reasons)

**Note:** Copies of work orders along with Xerox copies of relevant TDS certificate, satisfactory completion certificate obtained from the client shall be enclosed as Annexure VI. Please note without the copies of certificates, your application is liable to be rejected.

13. Details of work on hand (photo copies of performance certificate, work orders issued by valued clients, preferably Banks, Govt., and Semi-Govt. Bodies should be enclosed as Annexure VII).

Type of work	Work executed for (name of the Institution / Body)	Nature of work (in brief)	Location	Value Rs.	Duration of work, stipulated time	Present stage of work

14. Details of Pre-Qualifying work (Filling of columns is mandatory and to be supported by copies of work order and completion letters as per the criteria. On Non-filling of columns or not enclosing credentials, the application form submitted will be rejected without assigning any reason thereof.)

Name of the work	Name of the client	Work order reference/date	Completion letter reference/ date	Value of work completed

15. LIST OF NAME/S OF PROPRIETOR/ PARTNERS & EMPLOYEES

Name	Qualifications	Experience	Particulars of work done	Employed in your firm since	Value of work done

16. Turnover in last 5 years:

Sr. No.	Year	Turnover (Rs.in lacs)	Income-tax paid	VAT paid	Service Tax paid
1	2021-22				
2	2022-23				
3	2023-24				
4	2024-25				
5	2025-26				

Copies of income-tax returns / assessment orders for each year to be enclosed as Annexure VIII A,B,C,D & E

17. List of equipment's / machinery owned:

Sr. No.	Name of equipment	Year of manufacture	Nos. available

18. **PRE-QUALIFICATION CRITERIA:**

**Mandatory Criteria: (Tick appropriate)**

1. Must have registered office in State of Tamilnadu (Yes / No)
2. Must be registered with income tax authority (Yes / No)
3. Must be registered with GST authority (Yes / No)
4. Firm must be in business for the last 3 Years (Yes / No)
5. Must have undertaken and completed Air-Conditioning And Allied works in a single project. (Yes / No)
6. At least One qualifying project mentioned by the Contractor in Bid must have completed at any of our Branches/any other public sector Banks in Tamilnadu (Yes/No)

ation: Public

It is mandatory that all the agencies shall have registration for PAN /VAT / TIN / GST. (Estimated Cost: Rs.2,89,800/- + 18% GST)

Sr. No.	Criteria	Weightages	Self rating marks
1	Should have executed one similar work of 80% of estimated cost i.e. Rs.**2.31lacs OR Should have executed two similar work of Rs.50% of estimated cost i.e. Rs.**1.44 lacs OR Should have executed three similar works of 40% of estimated cost i.e. Rs.**1.15 lacs during last 7 years.	50	
2	Average turnover for the last three years shall be 30% of estimated cost i.e. Rs.8.69 lacs and above.	25	
3	Should have submitted solvency certificate of 30% of estimated cost i.e. Rs.8.69 lacs (not older than 6 months).	Mandatory	
4	Should have made profit at least in two years during last three years.	25	

\*\* (Excluding GST)

**NOTE:** The value of work executed will be enhanced by 5% per year to ascertain current value of the work done. Criteria mentioned above are just minimum requirement. The Bank at its discretion may upgrade the criteria. No complaint on this account will be entertained. Contractors scoring 80 marks & above will only be considered for pre-qualification. Contractors themselves have to fill in self-rating marks column in the above table.

The similar work means Air-Conditioning And Allied work along with related service of Civil works etc.

19. LIST OF ENCLOSURES:

ANNEXURE NO.	PARTICULARS	TICK IF ENCLOSED
I	Certificate of registration of Company / partnership deed.	
IIA, IIB, IIC, IID, IIE	Certificates of registration with Income Tax, GST, EPF, ESI and VAT / TIN authorities.	
III	Solvency Certificate.	
IVA, IVB, IVC	Audited Balance Sheet & Profit & Loss A/c. Statement for 2023-2024, 2024-25 & 2025-26,	
V	Certificates of Registration with Govt. / Public Sector / Banks.	
VI	Copies of work orders along with Xerox copies of relevant TDS certificate, satisfactory completion certificate mentioning value of work.	

VII	Copies of performance certificate, work orders issued by valued clients, preferably Banks, Govt. and Semi-Govt. Bodies.  At least One qualifying project mentioned by the Contractor in Bid must have completed at any of our branches//any other public sector Banks in Tamilnadu	
VIII A, VIII B, VIII C, VIII D, VIII E	Copies of income-tax returns/ assessment orders for each year from 2023-24 to 2025-26	

**Note:** In absence of any of the above enclosures, your application is likely to be rejected.

## DETAILS OF PREQUALIFYING PROJECT - I

(Filling all details is mandatory without which application will be summarily rejected)

1.	NAME OF FIRM & ADDRESS FOR WHOM THE WORK IS EXECUTED	
2.	DETAILS OF WORK DONE BY THE FIRM	
3.	PHOTOGRAPHS OF WORK COMPLETED (PLEASE ENCLOSE COPY)	
4.	VALUE OF CONTRACT EXECUTED	
5.	BRIEF DISCRPTION OF THE WORK	
6.	PERIOD DURING WHICH THE CONTRACT IS EXECUTED	
7.	WORK ORDER REFERENCE (PLEASE ENCLOSE COPY OF THE WORK ORDER)	
8.	COMPLETION CERTIFICATE REFERENCE (PLEASE ENCLOSE COPY OF THE COMPLETION OF WORK)	
9.	DELAY IN EXECUTION OF WORK	
10.	WHETHER TIME SCHEDULE IS ADHERED TO	
11.	ANY OTHER INFORMATION WHICH YOU CONSIDER WILL HELP US IN TAKING OUR DECISION.	

PLACE:

DATE:

SIGNATURE WITH OFFICE SEAL

## DETAILS OF PREQUALIFYING PROJECT - II

(Filling all details is mandatory without which application will be summarily rejected)

1.	NAME OF FIRM & ADDRESS FOR WHOM THE WORK IS EXECUTED	
2.	DETAILS OF WORK DONE BY THE FIRM	
3.	PHOTOGRAPHS OF WORK COMPLETED (PLEASE ENCLOSE COPY)	
4.	VALUE OF CONTRACT EXECUTED	
5.	BRIEF DISCRPTION OF THE WORK	
6.	PERIOD DURING WHICH THE CONTRACT IS EXECUTED	
7.	WORK ORDER REFERENCE (PLEASE ENCLOSE COPY OF THE WORK ORDER)	
8.	COMPLETION CERTIFICATE REFERENCE (PLEASE ENCLOSE COPY OF THE COMPLETION OF WORK)	
9.	DELAY IN EXECUTION OF WORK	
10.	WHETHER TIME SCHEDULE IS ADHERED TO	
11.	ANY OTHER INFORMATION WHICH YOU CONSIDER WILL HELP US IN TAKING OUR DECISION.	

PLACE:

DATE:

SIGNATURE WITH OFFICE SEAL

ation: Public

### DETAILS OF PREQUALIFYING PROJECT - III

(Filling all details is mandatory without which application will be summarily rejected)

1.	NAME OF FIRM & ADDRESS FOR WHOM THE WORK IS EXECUTED	
2.	DETAILS OF WORK DONE BY THE FIRM	
3.	PHOTOGRAPHS OF WORK COMPLETED (PLEASE ENCLOSE COPY)	
4.	VALUE OF CONTRACT EXECUTED	
5.	BRIEF DISCRPTION OF THE WORK	
6.	PERIOD DURING WHICH THE CONTRACT IS EXECUTED	
7.	WORK ORDER REFERENCE (PLEASE ENCLOSE COPY OF THE WORK ORDER)	
8.	COMPLETION CERTIFICATE REFERENCE (PLEASE ENCLOSE COPY OF THE COMPLETION OF WORK)	
9.	DELAY IN EXECUTION OF WORK	
10.	WHETHER TIME SCHEDULE IS ADHERED TO	
11.	ANY OTHER INFORMATION WHICH YOU CONSIDER WILL HELP US IN TAKING OUR DECISION.	

PLACE:

DATE:

SIGNATURE WITH OFFICE SEAL

**FORMAT OF CONFIDENTIAL REPORT**

*(To be submitted by the Client of applicant on their letter head in sealed envelope to the Bank - Mandatory requirement)*

To:

Regional Head,  
Union Bank of India,  
Regional Office, Madurai.

Sir/Madam,

*Confidential Report on M/s. \_\_\_\_\_*

*This is to certify that M/s. \_\_\_\_\_, having Office at \_\_\_\_\_ have completed the work of \_\_\_\_\_ Confidential Report for our project executed is as under:*

1.	<b>DETAILS OF PROJECT EXECUTED BY THE FIRM</b>	
2.	<b>AREA OF CONSTRUCTION</b>	
3.	<b>DATE OF COMMENCEMENT OF PROJECT</b>	
4.	<b>DATE OF COMPLETION OF PROJECT</b>	
5.	<b>TOTAL VALUE OF PROJECT EXECUTED</b>	
6.	<b>QUALITY OF SERVICE RENDERED</b>	
7.	<b>COMPETENCE TO HANDLE WORKS</b>	
8.	<b>INTEGRITY AND RELIABILITY OF THE FIRM</b>	
9.	<b>DEALING IN EXECUTION OF WORK</b>	
10.	<b>WHETHER TIME SCHEDULE IS ADHERED TO</b>	
11.	<b>WHETHER ANY PENALTY IMPOSED FOR THE DELAY</b>	
12.	<b>GENERAL ATTITUDE OF THE FIRM</b>	
13.	<b>ANY OTHER INFORMATION WHICH YOU CONSIDER WILL HELP US IN TAKING OUR DECISION</b>	

PLACE:

DATE:

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_ (OFFICE SEAL)

ation: Public

## DECLARATION

I / We have read the instructions appended to the Performa and I / We understand that if any false information is detected at a later date, any future contract made between ourselves and Union Bank of India, on the basis of the information given by me / us can be treated as invalid by the Bank and I / We will be solely responsible for the consequences.

I / We acknowledge that:

It shall be deemed that by submitting the Proposal, I/we have:

- a) made a complete and careful examination of the RFP;
- b) received all relevant information requested from the Authority;
- c) accepted the risk of inadequacy, error or mistake in the information provided in the RFP or furnished by or on behalf of the Authority or relating to any of the matters referred above;
- d) satisfied itself about all matters, things and information, including matters referred above, necessary and required for submitting an informed Application and performance of all of its obligations there under;
- e) acknowledged that it does not have a Conflict of interest: and
- f) Agreed to be bound by the undertaking provided by it under and in terms hereof.

I / We agree that the decision of Union Bank of India in selection of contractors will be final and binding to me / us.

I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.

I / We agree that I / We have not applied in the name of sister concern for the subject empanelment process.

All the information furnished by me hereunder is correct to the best of my knowledge and belief.

Place :

Date :

SIGNATURE  
NAME & DESIGNATION  
SEAL OF ORGANISATION

## INSTRUCTION WITH REGARD TO SUBMISSION OF TENDER

- 1) Rates should be quoted both in figures and words in columns specified. All erasures and alterations made while initials of the tenderer must attest filling the tender. Overwriting of figures is not permitted. Failure to comply with either of these conditions will render the tender invalid and it will be the option of Union Bank of India to accept or reject the tender. No request of any change in rate or conditions after opening of the tender will be entertained.
- 2) In the case of figures, the word Rs. should be written before the figures of rupees and the word 'P' written after the decimal figures e.g. Rs. 3.25 P. In the case of words, the word Rupee should similarly precede and the words "Paise only" should be written at the end, closely following each the Item rate. The word "only" should not be written in the next line unless the rate quoted is in whole Rupees closely followed by the word "only". The amount should invariably be upto two decimal places.
- 3) The different Schedules should be filled as follows:
  - (a) The "Rate" Column wherever applicable to be legibly filled in ink in both figures and words.
  - (b) The "Amount" Column also to be legibly filled in ink in both figures and words.
  - (c) All corrections to be initialled.
  - (d) No over writing is allowed.
  - (e) The figure of Item of rate shall be legibly filled in ink in both figure and words.
- 4) Errors in the bill of quantities shall be dealt with in the following manner.
  - a. In the event of any discrepancy between the rates quoted in words and the rates in figures the former shall prevail.
  - b. In the event of an error occurring in the amount column of the bills of quantities as a result of the wrong extension of the unit rate and the quantity, the unit rate shall be regarded, as firm and extension shall be amended on the basis of the rates.
  - c. All the errors in totalling in the amount column and in carrying forward the totals shall be corrected.
- 5) The tender shall be signed and dated at all places provided therein. Also all pages, drawings and corrections/ alterations shall be initialled. The tender submitted on behalf of a firm shall be signed by all the partners of the firm or by a partner who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be rejected by Union Bank of India.
- 6) The time allowed for completion of works is **5 days** from the date of commencement of the work is reckoned from the Seventh day from the date of Letter of Intent. Time shall be considered the essence of contract.
- 7) It shall be the responsibility of the contractor to arrange for water and electricity required for completing construction. If water is available with the Bank, the same will be supplied to the contractor by recovering 1% of the value of work done. However, contractor will have to

make arrangement of pipeline for distributing water. Contractor to make own arrangement of electricity and pay tariff to the electricity board. In case the Bank is supplying electricity, the contractor will have to install separate energy meter and pay the charges as per its consumption.

- 8) Every tender shall be accompanied by earnest money of **Rs.6,000/- (Rupees Six Thousand only)** by way of Demand Draft/Pay Order drawn from Scheduled Commercial Bank only favouring UNION BANK OF INDIA, payable at Madurai. Tender submitted without earnest money shall be summarily rejected. The contractor whose tender is accepted will have to deposit as **security deposit a further sum to make up 5% of the value of the accepted tender**. The security deposit will have to be made within 14 days from the date of acceptance of tender, failing which the Bank at his discretion may revoke the letter of acceptance and forfeit the earnest money deposit furnished along with the tender.
- 9) If the percentage quoted by the bidder is below 20 percent of the scheduled /estimated project value, **additional performance security of Twice the difference amount** (i.e twice of  $(X - 20)\%$  of quoted amount, where X denotes percent by which amount is quoted below) needs to be submitted in the office of the Regional Office Madurai. The additional security deposit will have to be made within 14 days from the date of acceptance of tender, failing which the Bank at his discretion may revoke the letter of acceptance and forfeit the earnest money deposit furnished along with the tender.
- 10) The Earnest Money may be retained in the case of the successful tenderer as part of the security for due fulfilment of the Contract. No interest shall be paid on this deposit. Failure to enter into the Contract agreement within the stipulated time of 5 days from the date of acceptance of work order or withdrawal from bidding during bid validity period shall entail the forfeiture of the Earnest money Deposit. The Earnest money of unsuccessful tenderer will be released after issue of work order, without any interest.
- 11) The tenderer shall submit his tender after carefully examining the whole of the tender document and the terms and conditions of contract, the drawings and specifications, the schedule of quantities etc., and also after examining the site and conditions prevailing in and around site.
- 12) The Bank does not bind himself to accept the lowest or any tender and reserve to them the right of accepting the whole or any part of the tender and tenderer is bound to perform the same at the rates quoted. The Bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tender without assigning any reasons whatsoever. The work may also be divided among the contracting agencies depending on the exigencies of the Bank.
- 13) Bank shall not be responsible for any expenses incurred by bidders in connection with the preparation and delivery of their bids, including expenses incurred during bidding.
- 14) Bids from consortium shall not be accepted. Telex / Telegraphic / Fax / Email bids shall not be accepted. Late/ Delay / post tenders shall be rejected and representative of such bidder shall not be allowed to attend the bid opening.

- 15) The Bank is not concerned with any rise or fall in the prices of materials and labour. The rates quoted shall include all costs, allowances, taxes including sales tax on works contract or any other charges including any enhanced labour rates etc. which may become effective for any reason including those due to acts of Government/ Statutory Bodies enacted from time to time by the State and or the Central Government. Under no circumstances, shall the Bank be held responsible for compensation or loss to the contractor due to any increase in the cost of labour or materials etc.
- 16) Contractor to coordinate and assist the Architect/Interior Designer in obtaining all statutory approvals and any other State and Central rules in force. Any expenses incurred in obtaining such approvals are deemed included in the rates quoted by the Contractors.
- 17) Tenders shall remain valid for a period of 180 days from the date of opening of the tender which period may be extended by mutual agreement and the tenderer shall not cancel or withdraw the tender during the initial validity period of 180 days.
- 18) The successful tenderer shall be bound to implement the Contract and mobilize, and sign specified agreements within 5 days from the date of acceptance of work order.
- 19) Tenderer must include in their rates all taxes excluding GST. Due to change in taxes structure by orders from Central Govt. / State Govt. after opening of tenders shall be reimbursed to the contractor as per actual and upon verifying the proof of having made the payment.
- 20) This contract shall be an Item Rate contract. The Contractor shall be paid for actual quantity of work done, as measured at site including any deviation plus or minus. The rate of any non-schedule items of work shall be decided as mentioned in the conditions of contract.
- 21) The tender drawings exhibited/enclosed are preliminary drawings intended for the guidance of the Contractor only. They may be subject to revision and alteration without vitiating any of the terms of the contract and the Contractor shall be bound to execute the works as shown on the final drawings without claiming any extra payment.
- 22) No correspondence will be entertained in respect of this tender other than any clarifications strictly pertaining to this tender.
- 23) The tender price quoted by a tenderer shall be kept strictly confidential and shall not be divulged to any other party even approximately before the time limit for delivery of tender. The only exception be for obtaining an insurance quotation, you may give your insurance company or agent any essential information they ask for, so long as it is done in strict confidence. No information about other's tender price should be obtained and no arrangement with anyone else should be made whether or not he submits the tender.
- 24) For electrical, sanitary, water supply and drainage works, tenderer must possess respective valid licenses from the competent authority of the area where the site is located.
- 25) Contractor should sign at the end of every page prior to submitting the tender.
- 26) Conditional tenders will be summarily rejected.
- 27) **COMPLETION PERIOD OF THE PROJECT WILL BE 5 days.**

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- 28) Furnishing & allied works can be carried out during day & night by the contractor.
- 29) The Contractor to depute a full time Supervisor, who shall be a degree civil engineer with minimum 10 years' experience in managing similar Interior projects. The contractor should submit the necessary credentials of such engineer to UBI for scrutiny & approval. Such engineer shall be deputed on the site full time for the full duration of the project & shall report daily to the concerned person in charge from UBI.
- 30) The minimum salary requirement to be considered for such engineer shall be Rs 30,000/- (Rupees Thirty Thousand only) per month, which shall be paid by the contractor.
- 31) If it is found that the work on site is being carried out in absence of such an engineer, the contractor shall be fined Rs 5,000/- per day for such non-compliance. If such non-compliance is observed more than 10 times, UBI reserves the authority to ask the contractor to cease work on the site & terminate the contract without any explanation whatsoever & the termination process as per the tender document shall follow.
- 32) **COMMERCIAL EVALUATION:** Only the technically qualified bidders who are successful will be asked to participate in commercial bid/price Bid opening. The indicative commercial bids of all the bidders' found ineligible as per the requirements of this RFP will be unopened or returned to them unopened against acknowledgement.
- 33) After opening of Commercial Bid, the lowest amount quoted by the bidder will be termed as L1 Bidder. The evaluation of the Commercial Bids will also be done by the Project Architect and tender evaluation committee at Regional Office.
- 34) If any cartel formation is found during any stages of the tender process, the bank has every right to cancel all the offers of shortlisted vendors and will be debarred / expelled from applying from the tenders for Union Bank for 2 to 3 years. The Bank's decision is final and binding.

**Regional Head,  
Union Bank of India,  
Regional Office,  
Madurai,**

## TENDER FORM

To,  
Regional Head,  
Union Bank of India,  
Regional Office,  
Madurai,

### TENDER FOR AIR-CONDITIONING AND ALLIED WORKS OF BANK'S NEW/ALTERNATE PREMISE FOR UMFB, MADURAI.

Sir,

1. We have read and examined the following documents as received by us:
  - a) Notice Inviting Tender
  - b) Instructions to Tenderer
  - c) Conditions of Contract.
  - d) Supplementary Conditions.
  - e) Specifications
  - f) Drawings
  - g) Schedule of Quantities.
  - h) Addition condition of contract
2. We are well aware and familiar with CPWD/ PWD, Schedule of Rates 2015/2020 and their specifications, CPWD/ PWD Specification, BIS publication and National Building code which shall apply to this contract to supplement any missing details in this contract in order of preference. Further to the above, we have visited and examined the site of the proposed works and have acquired the requisite information relating thereto as affecting the tender invited by Bank.
3. We agree that any other terms or conditions of contract or any general reservation which may be printed on any correspondence emanating from us in connection with this tender or with any contract resulting from this tender shall not be applicable to this tender or to the contract.
4. We have obeyed the rules about confidentiality of tenders and will continue to do so as long as they apply.
5. We are enclosing along with our tender an earnest money of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) drawn from Scheduled Commercial Bank favoring Union Bank of India, payable at Madurai (Pay Order No. ----- dated ----- drawn on -----). We hereby agree that this sum shall be forfeited by Union Bank of India in the event of our tender being accepted and if we fail to execute the contract when called upon to do so.
6. Subject to and in accordance with paragraphs 3 & 4 above and the terms and conditions contained or referred to in the documents listed in paragraph 1, we agree and offer to execute all the Works referred to in the said documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered to be valued as per the conditions of contract.

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7. We undertake to complete and deliver the whole of the works within a period i.e. **5 days** as specified in the contract and further confirm that the time allowed for completion is adequate. Time allowed for completion of entire job or part job assigned shall be reckoned from the tenth day of the date of acceptance of work order. We shall be under the obligation to pay the sum as stated in the contract for every day that the works shall remain incomplete, damages as compensation subject to the conditions of contract relating to extension of time.
8. We hereby agree that unless & until a formal agreement is prepared & executed in accordance with the Articles of agreement, this tender together with your acceptance thereof, shall constitute a binding contract between us.
9. EMD Submitted by us shall be treated as Initial Security Deposit. EMD submitted shall be by way of DD/PO drawn from Scheduled Commercial Bank in favour of UNION BANK OF INDIA, payable at Madurai. We further agree for a deduction of 8% from the running bill as retention money till accumulating total security deposit.
10. Validity of the tender is 180 days from the date of opening of tender or it may be beyond 180 days if mutually accepted.
11. The Bank is at liberty to accept or reject any tender, without assigning any reasons whatsoever.
12. The work may be split up in the first instance as per exigencies of the Bank. It may be split up in more parts or parts combined if so desired by the Bank without assigning any reasons whatsoever. We will not have any claim either for loss of profit or revision in rates.
13. Adherence to the pert chart will be ensured by us as the project is to be executed in a very strict time frame.
14. We are aware that the quantities of work indicated in the bill of quantities are approximate, may vary to any extent, even it may be omitted. We will not have any claim of any kind against the Bank.

Signed in the capacity of duly authorized  
to sign tenders for and on behalf of

Address	.....	Telephone No.....
	.....	Telex No.
	.....	Fax No.
	.....	

Date:

## SUPPLEMENTARY CONDITION

### INDEMNITY BOND

On the acceptance of his tender, the contractor will be required to execute an Indemnity Bond with-in 10 days of issue of work order in favour of the Bank against third party claims, civil or criminal complaints, site mishaps and other accidents or disputes and, against any damages, loss or expenses caused to bank and bank's any of articles, fixtures, fittings, infrastructure, due to or resulting from any negligence, misconduct or breach of duty on the part of the contractor, his subcontractors/assignees or his employees and agents, representatives etc., as per the appropriate Indemnity Bond attached.

It will also be covered by labour laws of the Govt. of India.

Any other conditions suggested by the Bank may be added subsequently.

#### **The EMD/SD may be forfeited:**

If the Bidder withdraws his Bid during the period of Bid validity specified in this RFP. or

If the Bidder makes any statement or submit information which turns out to be false / incorrect at any time prior/post of issuing Purchase order. or

If the Bidder fails to furnish security Deposits or is there any benefit of doubt of formation of cartel by bidders. or

If the bidder backs out or do not accept the work order after being declared L-1 bidder. or

In case of a successful Bidder, if the Bidder fails to sign/execute the contract in accordance with this RFP. or

If a bidder refuses to accept the corrections of errors calculated in accordance with the provisions of the bidding documents, its bid shall be rejected and its EMD shall be forfeited.

## INDEMNITY BOND

(On Non-Judicial Stamp Paper of Rs. 500/-)

KNOW all men by these presents that I/We \_\_\_\_\_ do hereby execute Indemnity Bond in favour of the Union Bank of India on this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

WHEREAS Union Bank of India, (address of the office) \_\_\_\_\_, have appointed \_\_\_\_\_ as the Contractors for their Proposed Union Bank of India Project at \_\_\_\_\_.

THIS DEED WITNESS AS FOLLOWS:

I/We \_\_\_\_\_, duly authorised by Resolution dated.....(in case of a Company) hereby do Indemnify and save harmless Union Bank of India, \_\_\_\_\_ against

1. Any third party claims, civil or criminal complaints/liabilities, site mishaps and other accidents or disputes and/or damages occurring or arising out of any mishaps at the site due to faulty work, negligence, faulty construction and/or for violating any law, rules and regulations in force, for the time being while executing/executed works by me/us.

2. Any damages to any of articles, fixtures, fittings, infrastructure of bank, loss or expenses to Bank due to or resulting from any negligence or breach of duty on the part of me/us or my sub contractor's if any, servants or agents.

3. The Contractor shall at all times indemnify and keep indemnified the Bank against all losses, claims, damages or compensation including under the provisions of the payment of the Wages Act 1936, Minimum Wages Act 1948, Bank's Liability Act 1938, Workman's Compensation Act 1923, the Maternity Benefit Act 1961, the Bombay Shops and Establishments Act 1947, Industrial Disputes Act 1947, and Contract Labour (Regulation and Abolition) Act 1970 and Employees State Insurance Act 1948, Motor Vehicles Act 1988 or any modifications thereof or under any other law relating thereto and rules made there under from time to time or as a consequence of any accident or injury to any workman or other person in or about the work whether in the employment of the Bank or Contractor or not, and also against all costs, charges and expenses of any suit, action or proceedings whatsoever out of such accident or injury or combination of any such claims arising out of and in the course of the execution of the contract.

4. Any claim by an employee of mine/ours or of sub contractors if any, under the Employee's Compensation Act and Owners Liability Act, 1939 or any other law, rules and regulations in force for the time being and any Acts replacing and/or amending the same or any of the same as may be in force at the time and under any law in respect of injuries to persons or property arising out of and in the course of the execution of the contract work and/or arising out of and in the course of employment of any workman/employee.

Any act or omission of mine/ours of sub-contractor's if any, our/their servants or agents which may involve any loss, damage, liability, civil or criminal action.

IN WITNESS WHEREOF THE \_\_\_\_\_ has set his/their hand  
on this day of \_\_\_\_\_ 2026.

SIGNED AND DELIVERED BY THE

NAME AND ADDRESS

AFORESAID \_\_\_\_\_

(Contractor)

IN THE PRESENCE OF WITNESSES:

- 1.
- 2.

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**ARTICLES OF AGREEMENT**

(Draft will be modified by Bank's Law Officer as per requirement)

**ARTICLES OF AGREEMENT** made at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ Two Thousand and twenty-five.

**BETWEEN**

**UNION BANK OF INDIA**, a body corporate constituted under the Banking Companies (Acquisition and Transfer of Undertakings) Act, 1970 and having its Office at \_\_\_\_\_, represented by ..... hereinafter called "the Bank/owner/employer" (which expression shall, unless it be repugnant to the context or meaning thereof, include its successors and assigns) of the **ONE PART**

**AND**

**MESSRS** \_\_\_\_\_, having its registered office at \_\_\_\_\_, hereinafter called the "Contractor" (which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) of the **OTHER PART**.

**WHEREAS**

- i. The Bank is desirous of \_\_\_\_\_ (Works) on its \_\_\_\_\_ at \_\_\_\_\_.
- ii. The Bank has already appointed and retained M/s \_\_\_\_\_, having its Office at \_\_\_\_\_ and Registered Office at \_\_\_\_\_ as Architect / Consultant for the Works or the Project.
- iii. The Bank has caused the drawings and bills of quantities showing and describing the Works to be done to be prepared by or under the direction of the Consultants / Architect;
- iv. The Bank had invited tenders for \_\_\_\_\_ work in accordance with the general conditions of contract, special conditions of contract, technical specifications, bills of quantities and working drawings, as prepared by the Interior Consultants/ Architect and furnished to the Contractor.
- v. Having examined the general conditions of contract, special conditions of contract, technical specifications, bills of quantities and working drawings as prepared by the Consultants/ Architect, the Contractor offered to execute, complete and maintain the whole of the Works relating to the Project in conformity with the said general conditions of contract, special conditions of contract, technical specifications, bills of quantities and working drawings and in accordance with instructions issued by the Consultants / Architect and the Contractor submitted its tender for the contract sum of Rs. \_\_\_\_\_ towards the said work.

- vi. The tender submitted by the Contractor was, after negotiations, modified/ altered upon the Contractor agreeing to revise the rates of certain items and further offering a rebate for execution and completion of the Project thereby reducing the tender amount to Rs. \_\_\_\_\_ as confirmed by its letters dated \_\_\_\_\_.
- vii. Towards the implementation of the Project, the Contractor has supplied the Bank with a fully priced copy of the said bills of quantities (which copy is hereinafter referred to as “the Contract Bills”) and the drawings numbered as mentioned in the Annexure 11 of the Tender document inclusive (hereinafter referred to as “the Contract Drawings”) and the Contract Bills and the contract Drawings have been signed by or on behalf of the parties hereto.
- viii. The Contractor has already agreed with the Bank to implement and execute the Project in full on the basis of the contract documents as hereinafter defined on the terms and conditions therein contained.
- ix. The parties are now executing this Agreement setting out the basic terms of the agreement between them for smooth implementation and execution of the Project without any unnecessary difference or dispute.

**NOW IT IS HEREBY AGREED** as follows:

1. The Contract Document is comprising of
  - i. Tender document including technical bid (Vol.-I) and pre-bid (Vol.-II). ii. Notice Inviting Tender issued vide letter \_\_\_\_\_
  - iii. Subsequent letters issued by the Bank vide \_\_\_\_\_
  - iv. Clarifications submitted by the contractor vide letter dt. \_\_\_\_\_.
  - v. Minutes of Meeting held on \_\_\_\_\_
  - vi. Rebate/ Discount offered by the contractor vide letter \_\_\_\_\_
  - vii. Work Order issued by the Bank vide letter \_\_\_\_\_
  - viii. Acceptance letter \_\_\_\_\_ from the contractor ix. Drawings numbering as mentioned in the Annexure 11 of the Tender document enclosed along with the tender document.
  - 1.a Unless the context otherwise requires the contract documents above mentioned shall be harmoniously construed and in the chronological order.
  - 1.b Unless otherwise expressly provided under these presents, contract documents (iii) to (ix) above shall be construed as modifying only those general and special terms and conditions in tender document in so far and to the extent referable to the clauses in the said tender document.
  - 1.c Unless otherwise stated expressly hereunder, all the general and special terms and conditions shall apply and binding on the contractor.
2. The Contract Document is complimentary. What is called for in any one shall be as binding as called for by all. The aforesaid shall form integral part of contract and in the event of

any inconsistency between any provisions herein the provisions of the Contract Documents shall prevail. When any of the General and Special Conditions are at variance, the condition stipulated in the Special Conditions of Contract shall supersede relevant provisions in General Conditions. For all matters not specifically provided for herein the provisions of General and Special Conditions in the Tender Documents shall apply and the rights and liabilities of the parties shall be decided accordingly. The decision of the Bank in this regard shall be final and binding.

3. All time limits stated in the Contract Document are of the essence of the contract where the work has to be completed within 5 days failing which liquidated damages will be recovered @ 1.0% of contract amount for per week of delay subject to maximum recovery of 10 % of the contract amount.
4. For the consideration hereinafter mentioned, the Contractor shall carry out and complete the Works in conformity with the contract documents and in accordance with the instructions issued by the consultant from time to time including all modifications extra and additional works and obligations to be carried out either on the Site or at any factory or work shop or any other place for subsequent incorporation as required for the due performance of the contract.
5. The general character and the scope of the Works is illustrated and defined by the specifications and the bills of quantities herewith attached and by the signed drawings. The scope includes furnishing all materials, labour, tools, equipment and management necessary for and incidental to the construction and completion of the Works. If the Contractor shall find any discrepancy in or divergence between the contract drawings and/or the contract bills he shall immediately give to the Consultant a written notice specifying the discrepancy or divergence and the Consultant shall issue instructions in regard thereto which shall be complied with by the Contractor.

## 6. INTENT

The intention of arrangement is to secure the performance of the Contractor's obligations to the satisfaction of the Bank/ Architect/ Consultant. All labour, material, equipment, constructional plant and transportation necessary for the proper execution of the Project is to be provided by the Contractor and should only be of the approved manufacturer/agencies respective kinds as described in the Contract Documents which is to be subjected from time to time to such tests as the Engineer/ Consultant's representative may direct. In case the required material/services of approved manufacturers/agencies are not available or are not upto the mark the Contractor shall procure material/ services from such other manufacturer/agencies as may be approved by the Consultant / Bank and the Contractor shall submit rate analysis for such material.

## 7. EXTENT

The Contractor shall carry out and complete the Works in every respect in accordance with this contract and with the directions of and to the reasonable satisfaction of the Consultant. The Consultant may in their absolute discretion and from time to time issue further drawings, details and/or written instructions and written explanations whole of which are collectively referred to as Consultants' instructions. All such drawings and instructions shall be consistent with the Contract Document true developments thereof as reasonably inferable there from.

## **8. TYPE OF CONTRACT**

The Contract is Item Rate contract. The Contractor shall be paid for the actual quantity of Work done, as measured at Site, at the Item quoted by him in the Contract

Bills. The contractors have

- i. Been informed that the schedule of approximate quantities is liable to alteration by omission, deduction, substitution or additions at the discretion of the Consultant/Bank without affecting the terms of the contract and no compensation to Contractor.
- ii. Fully and correctly understood the meaning of all the tender documents, the General Conditions of Contract, Special Condition of Contract, Technical Specifications, Bill of Quantities and working drawings or part thereof.

## **9. CONTRACTORS COVENANTS**

- i. The Tender form conditions, priced schedule of quantities, contract drawings and General and Special Conditions of Contract, specifications, Drawings, priced Bill of Quantities, Schedule of Rates and Prices, if any, Tender, pre-contract correspondence, Letter of Intent/Acceptance, Work order, shall be read and construed as forming part of this agreement and the Contractor shall abide by and submit themselves to all the conditions and stipulations contained therein; which are not specifically incorporated herein;
- ii. The Contractor shall obtain necessary permissions/ certificates/ order from the Competent Authority in respect of workmen employed by them for the Project and shall keep the Bank safe, harmless and reimburse all amounts/expenses incurred or suffered by the Bank in connection with any such claim;
- iii. The Contractors shall not make any claim as regards want of information of any particular point or any change in the rate or conditions save and except as provided herein;
- iv. The Contractors shall have a duly authorized agent at the place of Work to accept services of notice and to agree to extras, omissions, additions and substituted items of Works and rates from the commencement of the Work until it is virtually completed.
- v. In the event of any discrepancy between the details and/or description given in the Bill of Quantities, the Drawings and the Technical Specifications, such item shall be deemed to have been priced in accordance with the details and/or description confirming to the most superior provisions contained in any of the following :-
  - a) Bill of Quantities
  - b) Drawings
  - c) Technical Specifications
- vi. It shall be understood that the details and/or description not specifically mentioned in the Bill of Quantities and/or the drawing shall be the same as those mentioned in the Technical Specification. Any further interpretation of above Clause shall be at

the discretion of the Consultants, whose decision shall be final and binding on the parties to the contract.

- vii. The Contractors shall not make any claim for increase in the contract consideration on the basis of incorrectness and insufficiency of the information available at the time of submitting the Tender and/ or incorrectness and insufficiency of the rates and prices stated in the price bill of quantity and schedule of rates and prices or otherwise alleging insufficiency of the tender amount to cover their obligation under the contract or matters concerning the execution of the Project.
  - viii. The Contractor shall be fully responsible for the adequacy, stability and safety of all site operations and methods of construction, provided that the Contractor shall not be responsible, except as may be expressly provided in the Contract, for the design or specification of the Permanent Works, or for the design or specification of any Temporary Works prepared by the Consultant.
  - ix. The Contractor shall promptly inform the Consultant of any error, omission, fault and other defects in design, drawing or specifications for the Works, which are discovered while reviewing the Contract Documents or in the process of execution of the Works.
  - x. The Contractor shall arrange for the permits and licenses for release of materials, which are under Government control subject to the Bank giving all the necessary assistance and upon being advised by the Consultant signing any forms or applications that may be necessary.
  - xi. The Contractor shall comply with the provisions of legislation prevailing during the currency of contract.
10. The Contractor shall keep the Bank saved harmless and indemnified against claims if any of the workmen and all costs and expenses as may be incurred by the Bank in connection with any claim that may be made by any workmen.
11. **GENERAL CONDITIONS**
- i. The schedule of Quantities given in the Contract Bill is provisional and is meant to indicate the intent of the Work and to provide a uniform basis for tendering. The Bank reserves the right to increase or decrease any of the quantities or to totally omit any item of Work and the Contractor shall not claim any extras or damages on these grounds. ii. Any error in description or in quantity or omission of items from the Contract Bill shall not vitiate this Contract but shall be treated as a variation.
  - iii. The rates quoted by the Contractor in the priced bill of quantities (Contract Bills) shall be treated as firm and the contract sum shall be deemed to have been calculated with reference to the cost of execution of Works as set out in Contract Documents and shall not be adjusted or altered for any reason.
12. Notwithstanding anything contained elsewhere in any of the clauses of the tender, the prices/rates quoted for each item/Work in the Bills of Quantities shall be deemed to be inclusive of all direct and indirect costs, and taxes, etc. on any of inputs, royalty on quarried items etc. that may be involved in completing the item/Work as required in the fulfilment of all obligations under the contract and to the satisfaction

of the Engineer. Additional Taxes/ Levies by Central/ State Government legislations after opening of tender shall be reimbursed to the contractors as per actual.

13. 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 repairing 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 thereof in any respect or the accruing of any claim, nor shall, it conclude, determine or affect in anyway the power of the Bank under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise or in any other way vary or affect the contract. The final bill shall be submitted by the Contractor within one month of the date fixed for completion of the Work or of the date of certificate of completion furnished by the Consultant and payment shall be made within eight (8) weeks from the date of receipt of final Certificate from the Consultant.

14. **INSURANCE**

- i. Without limiting the obligations and responsibilities under Contract Clause for Care of Work the Contractor shall effect third party insurance with an insurer and in terms approved by the Bank in the joint names of the Bank and the Contractor-
- ii. against all loss or damage from whatever cause arising, other than the excepted risks stated in contract clause of the General Conditions for which the Contractor is to be held responsible under the terms of the Contract so as to cover the Bank and the Contractor during the period beginning with commencement of the Works until the date stated in the Certificate of Completion for the whole of the Works.
- iii. against any loss or damage occasioned by the Contractor in the course of any operations carried out by him for the purposes of completing the outstanding Work during the Defects Liability period pursuant to the Undertaking given at the time of applying for the issue of Certificate of Completion.
- iv. against any loss or damage occasioned by the Contractor in the course of any operations carried out by him for rectifying any defect in perfection or fault appearing during the progress of the Work or during the Defects Liability Period.
- v. against any loss or damage occasioned by the Contractor in the course of any operations carried out by him for searching the cause of any defect, imperfection or fault appearing during the progress of the Works or during the Defects Liability Period.
- vi. against any liability for or in respect of any damages or compensation payable at law in respect of or in consequence of any accident or injury to any workmen or other person in the employment of the sub-Contractor provided the sub-contractors shall not have insured against such contingency. (Insurance against accident etc. to workman)
- vii. Unless otherwise instructed the Contractor shall insure the Works and keep them insured until the virtual completion of the contract against loss or damage by fire and/or earthquake, flood.

- viii. The Contractor shall maintain Contractors' all risks insurance policy covering loss, damage, theft, burglary etc. of all materials and equipment's, temporary Works and the Work shall be insured for a total sum equal to the value of all such items plus 10% of such value.

Provided always that all the insurance under the contract documents shall be arranged by the Contractor from a first class insurance company having a branch near the site who can deal with all matters pertaining to the subject, the insurance must be placed with a company approved by the Bank, in the joint names of the Bank and the Contractor for such amount and for any further sum if called to do so by the Bank, the premium of such further sum being allowed to the Contractor as an authorized extra.

15. The Contractor shall deposit the policy and receipt for premiums paid with the Bank within 21 (twenty-one) days from the date of issue of Work order unless otherwise instructed. In default of the Contractor insuring as provided above, the Bank on his behalf may so insure and may deduct the premiums 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 reinstated by the Insurance Company should they elect to do so, proceed with due diligence with the completion of the Works in the same manner as though the insured risk/contingency has not occurred and in all respects under the conditions of the contract. The Contractor in case of rebinding or reinstatement after the occurrence of the insured risk/contingency shall be entitled to such extension of time for completion as the Bank may deem fit.

- 15.1 Such insurance shall continue during the whole of the time of continuance of Work and/or during such time that any persons are employed by him on the Works and shall when required produce before the Bank or the consultant, such policy of insurance and the receipt for payment of the earlier premium and the current premium.

- 15.2 The insurance shall be effective in such manner that the Bank is indemnified under the policy. In the event of the sub-contractor having affected an insurance against accident etc. to the workmen the Contractor shall require such sub-contractor to produce to the Bank/ consultant when required, such policy of insurance and the receipt for the payment of the current premium, then in that event insurance under clause (vii) hereof by the Contractor shall not be necessary.

16. The Contractor shall provide for adequate cover to the Bank as per the provisions of Workmen Compensation Act.

17. The Contractor shall make available the insurance cover note before the commencement of the Work and shall notify any change in the nature or extent of the Work and also make available additional insurance of Works if required in special circumstances.

## 18. DEFECTS LIABILITY

- 18.1 Any defects, shrinkages or other faults which shall appear within the Defects Liability Period of 12 months from the date of handing over the works and which are due to materials or workmanship not in accordance with this contract or on account of failure on the part of the Contractor to comply with any of his obligations expressed or implied shall be specified by the consultant in a schedule of defects which he shall deliver to the Contractor not later than 14 days after the expiration of the Defects Liability Period, and within a reasonable time after receipt of such schedule the defects, shrinkages and other faults therein specified shall be

made good by the Contractor and (unless the consultant shall otherwise instruct, in which case the contract sum shall be adjusted accordingly) entirely at his own cost.

18.2 The Contractor shall make good at his own costs and to the satisfaction of the consultant, all defects, shrinkages or small faults arising in the opinion of the consultant/ engineer from Work or materials not being in accordance with the drawings or specifications or schedule of quantities or the instructions of the Engineer/ consultant which may appear within the **“Defects Liability Period of 12 months from the date of handing over completed site”** referred to in the Appendix to General Conditions. All defects, shrinkages or small faults arising from any other cause not attributable to the Contractor shall be rectified by the Contractor as an additional work.

18.3 In the event of failure of the Contractor to carry out any such work to the satisfaction of the Engineer/ consultant, the Bank shall be entitled to carry out the same at the Contractor’s costs and all expenses consequential and incidental thereto shall be deducted by the Bank from any monies due or to become due to the Contractor.

18.4 When in the opinion of the Engineer/ consultant any defects, shrinkages or other faults which he may have required to be made good under sub-clause (1) and (2) of this condition shall have been made good he shall issue a certificate to that effect, and completion of making good defects shall be deemed for all the purposes of this contract to have taken place on the day named in such certificate.

## 19. **SPECIAL RISK**

The Contractor shall not be liable for or in respect of any consequences arising out of any special risks as enumerated in relevant clause of the General Conditions. The responsibilities, rights and liabilities of the parties in such case shall be determined with respect to Clause 65 of the General Conditions.

## 20. **STATUTORY OBLIGATIONS, NOTICES, FEES AND CHARGES**

The Contractor shall comply with and give all notices required by any Act of Parliament, any instrument rule or order made under any Act of Parliament, or any regulation or byelaw of any local authority or of any statutory undertaker which has any jurisdiction with regard to the Works or with whose systems the same or will be connected. The Contractor before making any variation from the contract drawings or the contract bills necessitated by such compliance shall give to the Engineer / consultant a written notice specifying and giving the reason for such variation and the Engineer / consultant may issue instructions in regard thereto. If within 7 days of having given the said written notice the Contractor does not receive any instructions in regard to the matters therein specified, he shall proceed with the Work confirming to the Act of Parliament, instrument, rule, order, regulation or byelaw in question and any variation thereby necessitated shall be deemed to be a variation required by the Engineer / consultant.

There shall be no Employer -Employee relationship whatsoever between the bank and the successful bidder/his sub-contractors/agents/labourers /employees/staff/representatives. The bidder shall be liable for compliance of all labour laws applicable in connection with the contract and shall be responsible for payment of wages/arrears of wages under the applicable laws.

ation: Public

21. **MATERIALS, WORKMANSHIP, SAMPLES, TESTING OF MATERIALS**

21.1 All the Works specified and provided for in the specifications or which may be required to be done 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 the particulars 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 consultant /Engineer during the execution of the Work, and to his entire satisfaction.

21.2 If required by the consultant /Engineer the Contractor shall have to carry out tests on materials and workmanship in approved materials testing laboratories or as prescribed by the consultant /Engineer at his own cost to prove that the materials etc., under test conform to the relevant I.S. Standards or as specified in the specifications. The necessary charges for preparation of mould (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.

21.3 In case contractor is delaying or refusing or avoiding testing of material, the consultant/engineer shall arrange for carrying out testing of material and the necessary expenditure in carrying out the testing, transportation and incidental expenses shall be recovered from the contractor.

22. 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 kind 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 best workmanlike manner. Samples of all materials to be used must be submitted to the Consultant/Engineer when so directed by the Consultant / Engineer and written approval from Consultant / Engineer must be obtained prior to placement of order.

23. During the inclement weather the Contractor shall suspend concreting and plastering for such time as the Consultant /Engineer may direct and shall protect from injury all Work when in course of execution. Any damage (during constructions) to 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.

24. If the Work be suspended by reason of rain, strike, lock-outs or any other cause, the Contractor shall take all precautions necessary for the protection of Work and at his own expenses shall make good any damage arising from any of these causes.

25. 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.

27. **SUBSTITUTION**

Should the Contractor desire to substitute any materials and workmanship, he/they must obtain the approval of the Bank / Consultant 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 Bank/Consultant has to be obtained in

writing. The term equivalent means, if material specified is not available, then after satisfying to the fact, the consultant / engineer may give other material to be used which will be subject to adjustment in purchase prices.

## **28. INSPECTION OF WORKS**

- 28.1 All materials and workmanship shall be subject to inspection, examination and test at any and all times during manufacture and/or construction. The Consultant may issue instructions requiring the Contractor to open up for inspection any Work covered up or to arrange for or carry out any test at any and all times.  
The Consultant / Engineer shall have the right to reject the defective material and workmanship or require its correction.
1. The test of any materials or goods (whether or not already incorporated in the Works) or of any executed Work, and the cost of such opening up or testing (together with the cost of making good in consequence thereof) shall be added to the contract sum unless provided for in the contract bills or unless the inspection or test shows that the Work, materials or goods are not in accordance with this contract.
  2. The Consultant / Engineer may issue instructions in regard to the removal from the site of any Work, materials or goods, which are not in accordance with this contract.
  3. The Engineer may (but not reasonably or vexatious) issue instructions requiring the dismissal from the Works of any person employed thereon.
  4. On the failure of the Contractor to comply with any of the Engineer's instructions the Engineer may proceed to replace or correct such material/workmanship entirely at the cost of the Contractor.

## **29. REMOVAL OF IMPROPER WORK**

The Bank shall during the progress of the Work have power to order in writing from time to time the removal from the Work within such reasonable time or times as may be specified in the order of any materials which in the opinion of the Consultant/ Engineer are not in accordance with specification or instructions, the substitution or proper re-execution of any Work executed with materials or workmanships not in accordance with the drawings and specifications or instructions. In case the Contractor refuses to comply with the order the Bank shall have the power to employ and pay other agencies to carry out the Work and all expenses consequent thereon or incidental thereto as certified by the Consultant/ Engineer 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 Engineer shall relieve the Contractor from his liability in respect of unsound Work or bad materials.

## **30. PROTECTIVE MEASURES**

- 30.1 The Contractor from the time of being placed in possession of the site must make suitable arrangements for watching, lighting and protecting the work, the site and surrounding property by day, by night, on Sundays and other holidays.

- 30.2 Contractor shall indemnify the Bank against any possible damage to the building, roads, or members of the public in course of execution of the work.
- 30.3 The contractor shall provide necessary temporary enclosures etc. for the protection of the work and materials and for altering and adopting the same as may be required and removing on completion of the works and making good all works disturbed.

### **31. NOTICE AND PATENTS OF APPROPRIATE AUTHORITY AND OWNERS.**

- 31.1 The Contractor shall conform to the provisions of any Acts of the Legislature relating to the Work, and to the Regulations and Bye-laws of authorities, and/or any water, lighting and other companies, and/or authorities with whose systems the structures were proposed to have connection and shall before making any variations from the drawings or specification that maybe associated to so conform, give the Consultant/ Engineer written notices, specifying the variations proposed to be made and the reasons for have making them and apply for instruction thereon. The Consultant / Engineer on receipt of such intimation shall give a decision within a reasonable time.
- 31.2 The Contractor/s shall arrange to give all notices required for by the said Acts, Regulations or Bye-laws to be given to any authority, and to pay to such authority or to any public officer all fees that may be properly chargeable in respect of the Work and lodge the receipts due with the Bank.

### **1. ASSIGNMENT AND SUB-LETTING**

- a. The whole of the Works included in the contract shall be executed by the Contractor and the Contractor shall not directly or indirectly transfer, assign or underlet the contract or any part, share or interest therein nor, shall take a new partner, without written consent of the Bank 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.
- b. The Contractor shall not assign the Contract or any benefit or interest therein or there under, otherwise than by a charge in favour of the Contractor's Bankers of any monies due or to become due under this Contract, without the prior written consent of the Bank.
- c. The Contractor shall not sub-let the whole of the Works except where otherwise provided by the contract, the Contractor shall not sublet any part of the Works without the prior written consent of the Engineer, which shall not be unreasonably withheld, and such consent, if given shall not relive the Contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any sub-contractor, his agents, servants or workmen as fully as if they were the acts, defaults or neglects of the Contractor, his agents, servants or workmen. Provided always that the provision of labour on a piecework basis shall not be deemed to be a subletting under this clause. The Contractor shall co-ordinate and shall be responsible for all aspects of his sub-contractor(s) without being relieved of any of his obligation under the contract.

- d. If, the contracting agencies are violating the tender terms and sub-let the work without Bank's consent and the same is brought to the notice of the Bank, the Bank will be entitled to recover 10% of such work as penalty besides initiating measures as provided in contract.
33. If, at any time during the execution of the Works, the Consultant/ Engineer shall require the Contractor to make boreholes or to carry out exploratory excavation, such requirement shall be ordered in writing and shall be deemed to be an addition ordered under the provisions of the General Conditions unless a provisional sum in respect of such anticipated Work shall have been included in the Bill of Quantities.
34. The Contractor shall in connection with the Works provide and maintain at his own costs all lights, guards, fencing and watching when and where necessary or required by the Consultant / Engineer or the Bank, or by any duly constituted authority, for the execution and for the protection of the Works, and/or for the safety and convenience of the public / others.
35. The Contractor shall, in accordance with the requirements of the Consultant/ Engineer, afford all responsible opportunities for carrying out their Work to any other Contractors employed by the Bank and their workmen and to the workmen of the Bank and of any other duly constituted authorities who may be employed in the execution on or near the Site of any Work not included in the contract or of any contract with the Bank may enter into in connection with or ancillary to the Works. The Contractor will not be paid any compensation on this account.
36. Shall keep the Site reasonably free from unnecessary store of constructional plant and machinery, wreckage and rubbish during progress of Works and on completion leave the whole site clean and in a workmanlike condition to the satisfaction of the Consultant / Engineer.

### **37. Default of Contractor**

#### 37.1 If the Contractor

- i. being a company presents a petition for winding up and/or goes into liquidation (other than voluntary liquidation for the purposes of amalgamation or reconstruction) or
- ii. 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
- iii. if a Receiver of the Contractor's firm appointed by the court shall be unable, within fourteen days after notice to him requiring him to do so, to show to the reasonable satisfaction of the Bank that he is able to carry out and fulfill the contract, and if so required by the Bank to give reasonable security therefore, or
- iv. if the Contractor shall suffer execution to be issued, or
- v. shall suffer any payment under this contract to be attached by or on behalf of and of the creditors of the Contractor, or
- vi. shall assign, charge or encumber this contract or any payments due or which may become due to the Contractor without the consent in writing of the Bank first obtained, there under, or

- vii. shall agree to carry out the contract under a committee of inspections of his creditors, or
- viii. shall have an execution levied on his goods, or
- ix. shall use improper materials or workmanship in carrying on the Works, or
- x. shall in the opinion of the Bank not exercise such due diligence and make such due progress as would enable the Work to be completed within due time agreed upon, and
- xi. the Consultant/ Engineer certifies in writing that the Contractor has failed to commence the Works or failed to proceed with the Works after the suspension order when so called upon by the Consultant/ Engineer, or
- xii. shall abandon the contract,
- xiii. without reasonable excuse has failed to commence the Works or have suspended the progress of Works for 28 days after receiving from the Consultant/ Engineer written notice to proceed on
- xiv. has failed to remove materials from the site or to pull down or replace for 28 days after receiving from the Consultant/ Engineer written notice that the said materials or Work has been condemned and rejected by the Consultant/ Engineer under these conditions or
- xv. despite previous writings by the Consultant/ Engineer in writing has failed to execute Works in accordance with the contract, or is persistently or flagrantly neglecting to carry out his obligations under the contract or as to the detriment of good workmanship or in defiance of the Consultant / Engineer's instructions to the contrary, sublet any part of the contract then and in any of the said cases the Bank may notwithstanding previous waiver
  - a) determine the contract by after giving 14 days notice in writing to the effect as hereinafter mentioned, but without thereby affecting the powers of the Bank or 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 as if the Works subsequently executed had been executed by or on behalf of the Contractor (without thereby creating any trust in favour of the Contractor)
  - b) further the Bank or his agent, or servants, may enter upon the Site and take possession of the Work and all Constructional Plant, amenities, unused materials, tools, scaffolding, sheds, machinery, steam and other power, utensils and materials lying upon premises or the adjoining lands or roads reserved for the execution of the Works 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 of thing to prevent or hinder such other Contractors or other persons or person employed from completing and finishing or using the materials and plants for the Works when the Works shall be completed, or as soon thereafter as conveniently may be, the Bank 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 Bank may sell the same by Public Auction and shall give credit to the Contractor for the amount so realized.

- 37.2 Any expenses or losses incurred by the Bank 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.
- 37.3 Upon such entry and expulsion by the Bank the Consultant/ Engineer may adopt an appropriate mode at his discretion and certify the amounts, if any, that had at the time of such entry and expulsion reasonably been earned in respect of the work actually done by him and the value of any unused or partially used materials, any Constructional Plant and any amenities brought into existence exclusively for execution of the Works.
- 37.4 If the Bank shall enter and expel [the Contractor] under this Clause, he shall not be liable to pay to the Contractor any money on account of the Contract, until the expiration of the Defects Liability Period and thereafter until the costs of execution, damages for delay in completion, if any, and all other expenses incurred by the Bank have been ascertained and the amount thereof certified by the Consultant / Engineer. The Contractor shall then be entitled to receive only such sum or sums, if any, as the Consultant / Engineer may certify would have been payable to him upon due completion by him after deducting the said amount. If such amount shall exceed the sum which would have been payable to the Contractor on due completion by him, then the Contractor shall, upon demand, pay to the Bank the amount of such excess and it shall be deemed a “debt due” by the contractor to the Bank and shall be recoverable accordingly.

### **38 NOTICES**

- 39.1 All certificates, notices or written orders to be given by the Bank or by the Consultant / Engineer to the Contractor under the terms of the Contract shall be served by sending by registered post or by Courier or delivering the same to the Contractor’s principal place of business, or such other address as the Contractor shall nominate for this purpose.
- 39.2 All notices to be given to the Bank or to the Consultant/ Engineer under the terms of the Contract shall be served by sending by registered post or by Courier or delivering the same to the respective addresses nominated for that purpose in Part II of these conditions.
- 39.3 Either party may change a nominated address to another address in the country where the Works are being executed by prior written notice to the other party and the Consultant / Engineer may do so by prior written notice to both parties.
- 40 The work to be executed is time bound and Bank has the right to exit/cancel /terminate the contract with immediate effect and engage another contractor, in case the bidder defaults or commit breach of any Tender terms. In such an event, bank shall recover from the bidder the cost, expenses for loss, damage caused due to the bidder, by various means not limited to forfeiture of security deposit and unpaid bills.



Signed by the said In  
the presence of

Contractor

Witness Name:  
Address

DOCUMENTS ATTACHED TO THE AGREEMENT FORMING PART & PARCEL OF THE AGREEMENT □

Tender document & tender drawings.

- NIT vide
- Addendum issued vide □ Contractor's letter dated □ Work order vide.

## GENERAL INSTRUCTIONS TO CONTRACTORS AND SPECIAL CONDITIONS

- 1) Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
- 2) The Tender Form must be filled in English and all entries must be made by the hand and written in ink. If any of the documents is missing, or unsigned, the Tender may be considered invalid by the Bank in its discretion.
- 3) EMD of Successful bidder will be returned after submission of Performance security. Performance Security should be for an amount of **five percent (5%)** of the contract value. Performance Security may be furnished in the form of an Account payee Demand Draft or bank Guarantee from a Commercial Bank in an acceptable form safeguarding the interest of the bank in all respects. Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. i.e 60 days beyond defect liability period. If the successful bidder desires to adjust the amount of EMD as Performance Security, then balance amount of performance Security should be taken separately and in such case, EMD should not be returned/ refunded to the successful bidder until completion of all such obligations under the contract. Performance Security shall be forfeited and credited to the Bank's account in the event of breach of contract by the supplier/contractor, in terms of the relevant provision of the contract. Performance Security will be refunded to the supplier/contractor without any interest, after the supplier/contractor duly performs and completes the contract in all respects.
- 4) Performance Security deposit to be kept @ 5 % of the contract value. If the percentage quoted by the bidder is below 12 percent of the scheduled /estimated project value, additional performance security of Twice the difference amount (i.e twice of  $(X - 12)\%$  of quoted amount, where X denotes percent by which amount is quoted below) needs to be submitted in the office of the Regional Office Madurai. This amount is kept with the bank. 50% of the Total Security Deposit may be refunded to the contractor by the bank at its sole discretions without any interest on issue of virtual completion certificate by the Architect/Premises department, Contractor's removal of his material, equipment's, labour force, temporary sheds/ stores, etc. from the site (excepting for small presence required, if any, for defect liability period and approval by the Bank) and payment of Final Bill. The remaining 50% of the Performance Security Deposit may be refunded 15 days after the end of completion of defect liability period i.e after one year, provided the contractor has satisfactorily carried out all the works and rectified all the defects in accordance with the conditions of contract. The Bid Security or Bank Guarantee/security deposit may be forfeited by the Bank for any default/failure to implement any of the terms by the successful bidder.
- 5) The contractor shall not assign the contract. He shall not sub-let any portion of the contract except with the written consent of the Bank. In case of breach of these conditions, the Bank may serve a notice in writing on the contractor rescinding the contract whereupon the Security Deposit shall stand forfeited to the Bank, without prejudice to his other remedies against the contractor. Central Govt./ State Govt. organization will not be allowed to sublet the work on back to back basis.
- 6) The contractor shall carry out of all the work strictly in accordance with Drawings, details and instructions of the Architect, Consultant and the Bank. If in the opinion of the Architect, consultant or the Employer, changes have to be made in the design and with the prior approval in writing of the Employer, they desire the contractor to carry out the same, the contractors shall carry out the same without any extra charge. The Bank's decision in such cases shall be final and shall not be open to arbitration.

- 7) A Schedule of probable quantities in respect of each work and specifications accompany these special conditions. The Schedule of probable quantities is liable to alteration by omission, deductions or additions at the discretion of the Architect/ Bank. No claim will be entertained from the contractor on account of loss of profit over revising the tender rates.
- 8) The Tenderer must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of filling of Tender and for entering into a contract and must examine the drawings and must inspect the site of the work and acquaint himself with all local conditions, means of access to the work, nature of the work and all matters pertaining thereto no compensation will be paid on account of not getting proper information.
- 9) The rates quoted in the Tender shall be inclusive of all charges for clearing of site before commencement as well as after completion, water, electrical consumption, meters, double-scaffolding, centering, boxing, staging, planking, timbering and pumping out water, including bailing, fencing, planking, timbering and pumping out water, including bailing, fencing, hoarding, plant and equipment, storage sheds, watching and lighting by night as well as day, including Sundays and Holidays, temporary plumbing and electric supply, protection of the public and safety of adjacent roads, streets, cellars, vaults, open pavements, walls, houses, buildings and all other erections, matters or things and the contractor shall take down and remove any or all such centering, scaffolding, staging, planking, timbering, strutting, shoring, etc. as occasion shall require or when ordered so to do, and fully reinstate and make good all matters and things disturbed during the execution of the work and to the satisfaction of the Bank / Consultant.
- 10) Time allowed for carrying out the work as mentioned in the Memorandum shall be strictly observed by the contractor and its shall be reckoned from the 10 days after acceptance of order to commence the work or the date of handing over the site to the contractor whichever is later. The work shall throughout the stipulated period of the contract be proceeded with all due diligence and if the contractor fails to complete the work within the specified period i.e. 20 days, he shall be liable to pay compensation as defined in the conditions of contract.
- 11) The contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the case of delays may be, including delays arising out of modifications to the work entrusted to him or in any sub-contract connected therewith or delays in awarding contracts for other trades if the project or in commencement or completion of such works or in procuring government controlled or other building materials or in obtaining water and power connections for construction purposes or for the other reasons whatsoever and the Employer shall not be liable for any claim in respect thereof. The Employer does not accept liability for any sum besides the Tender amount, subject to such variations as are provided for herein.
- 12) The successful Tenderer is bound to carry out any items of work necessary for the completion of the job even though such items are not included in the quantities and rates. Schedule of instructions in respect of such additional items and their quantities will be issued in writing by the Architect/ consultant with the prior consent in writing of the Bank.
- 13) The successful Tenderer must co-operate with the other contractors appointed by the Employer so that the work shall proceed smoothly with the least possible delay and to the satisfaction of the Architects/ Consultant.

- 14) The contractor must bear in mind that all the work shall be carried out strictly in accordance with the specifications made by the Architect/ Consultant and also in compliance of the requirements of the Authorities concerned and no deviation on any account will be permitted.
- 15) (i) The rates quoted in the Schedule rates also include the expenditure for providing all the water required for the work and the contractor shall make his own arrangements for the supply of good quality water including obtaining Municipal connection for his labour as well as for construction purpose and all charges shall be borne by him. If Municipal water connection is not available and should it become necessary for the contractor to drill a bore well for obtaining water for construction purposes or to bring water from outside by Tankers, The Bank shall not be liable to pay any charges in connection therewith.
- (ii) The rates quoted in the Tender shall also include Electric consumption charges for Power. If no power is available at site, the contractor shall have to make his own arrangement to obtain electric power connection and maintain at his own cost an efficient service of electric light and power and shall pay for the electricity consumed.
- (iii) For water and power, the contractor to whom the work is allotted shall maintain the same in good working conditions.
- (iv) Contractor for other trades appointed by the Bank shall also be allowed to use water and power available by fixing reasonable charges mutually agreed.
- (v) Any dispute regarding payment for water and power charges by the other contractor and or by subsidiary agencies appointed by the Bank to the contractor, who has obtained the temporary connections and allowed sub-connections, will be settled by the Bank / Consultant and the decision taken by the Bank / Consultant shall be final and shall be that of the contractor.
- (vi) The Bank as well as the Consultant shall give all possible assistance to the Contractor to obtain the requisite permission from the various authorities, but the responsibility for obtaining the same shall be that of the contractor.
- (vii) If no such facility is available at the site of work and if available found inadequate, it shall be the responsibility of the contractor to make his own arrangement for obtaining water and power at his cost.
- 16) The contractor will have to obtain completion / clearance certificate in respect of services such as water supply, sewerage, etc. The contractor will also obtain permanent water connection for the entire project. The Bank will pay necessary fee to be made to Govt. authorities.
- 17) The Contractor shall strictly comply with provision of safety code annexed hereto.
- 18) The contractor shall indemnify Union Bank of India, against any claim or legal action arising out of the said Act due to the failure of non-compliance of the provisions of the said Act and the penalty or any other amount levied by the authorities, shall be recoverable from the payments due to the contractors.

- 19) The Contractor shall comply with the provision of the Apprentices Act,1961, and the Rules and Orders issued there under from time to time. Failure to do so will be in a breach of the contract and the Architect / consultant and the Bank may in their discretion cancel the contract. The contractor shall also be liable for any pecuniary or other liabilities arising on account of any violation by him of the provisions of the Act.
- 20) The Security Deposit of the successful Tender will be forfeited if he fails to comply with any of the conditions of the contract.
- 21) The contractor shall be responsible for the observance of all Central Rules and Regulation framed by the Central Government under the Contract Labour (Regulation and Abolition) Act,1970. The Bank shall be entitled to deduct all damages, which it might suffer on account of non-observance of these rules by the Contractor, from the amount payable to the Contractor.
- 22) Contractors are not allowed to remove materials brought at Site against which advances have been paid.
- 23) The Contractor is to provide at all times during the progress of the works and the maintenance period / defect liability period proper means of access, with ladders, gangways, etc., and the necessary attendance to move and adopt as directed for the inspection or measurement of the works by the Consultant or their representatives.
- 24) 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 work as early as necessary and ensure that such materials are on site well ahead or requirement for use in the work. The work involved calls for approved standard of workmanship combined with speed and to the entire satisfaction of the Architect/ consultant. All the material shall be approved by the Consultant / Bank before use. Contractor to arrange samples well in time.
- 25) The Contractors shall after completion of the work clear the Site of all debris and left over materials at his own expenses to the entire satisfaction of the Bank / Consultant and Municipal or other public authorities.
- 26) The contractor herewith agrees that in respect of inspection of works by the Chief Technical Examiner of the works, a wing of Central Vigilance Commission and the bills of the contractor including all supporting vouchers, abstract etc. to be made after payment of the bills and if as a result of such audit and technical examination any sum is found to have been over paid in respect of any work done by the contractor under the contract of any work claimed by him to have been done by him under the contract and found not to have been executed or any work is found not to have been executed in accordance with the contract, the contractor shall be liable to refund the amount of over payment made already and it shall be lawful for the Bank to recover the same from him in any manner the Bank deems fit either from any payments due and / or becoming due to the contractor or from the security deposit or retention money or through any further bills and / or final bill or in any other manner whatsoever not excluding through recourse to legal action. The certification of bills / measurements by consultant / Architect and Engineer will be scrutinized by the Bank's

Central Office / Audit / Vigilance and any deficiency will be corrected accordingly. Contractor cannot insist for payment just because it is signed by consultant / architect / engineer. The contractor herewith agrees to co-operate with the Bank / Consultant while such examinations of works and redo the things without any extra cost to the Bank. It is essential and agreed condition of the contract that any such action taken by the Bank shall be deemed to be the fully legal and valid and binding on the contractor.

- 27) Contractors are requested to note that no extra item or deviated item of work to be executed without taking prior permission, the Bank shall not be held responsible for the payment of such works executed. Contractors will have to submit all the particulars including purchase bills/price list for the materials along with the rate analysis for verification of Item Rates.
- 28) If it is observed the existing compound wall, gates railings are damaged then the contractors will have to make good the same at their own cost.
- 29) If contractors fail to pay the taxes/royalties to the Authorities concerned, the Bank reserve their rights to recover the said amount from the amount payable to the contractor and pay the same to the Authorities concerned.
- 30) Work is to be executed & measurements are to be paid as per the detail specification & description of item given in the Standard Specification Book except for the items which are specifically mentioned in the tender for which the details of item and mode of measurements to be followed as indicated separately in the conditions of contractors.
- 31) If there are any contracting clauses mentioned in the tender, the interpretation of the same will be done by the Architect / consultant. However, the decision of the Bank will be final and binding.
- 32) After awarding the work, contractor shall get registered with the office of the Labour commissioner and inform Bank accordingly. Contractors shall follow all rules and regulations stipulated by the Labour Commissioner strictly.
- 33) Contractors shall quote consistent rates for the items of similar nature or analogous in specifications for the sections in schedule of quantities. If it is observed that the rates quoted for similar nature of items or analogous in specification under different sections, are inconsistent, then the Bank reserves his right to consider the lowest of rates for all such items and work out the final amount for payment, unless the competent authority finds that there is justifications for such inconsistent rates.
- 34) The contractor shall give a list of his relatives working with the Bank along with their designations and addresses.
- 35) 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 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.

THE CONDITIONS HEREINBEFORE REFERRED TO

1. Definition of terms/ interpretation:

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

- (a) "Employer/ owner / Bank" shall mean "Union Bank of India, Government of India undertaking" having Regional Office at Madurai or any of its employees representatives authorized on their behalf.
- (b) "Architect / consultant" - shall mean "M/s. \_\_\_\_\_having their Registered office at \_\_\_\_\_or in the event of his or their easing to be Architect/ Consultant for the purpose of this contract such other person as the Bank shall nominate for the Purpose.
- (c) "Contractors" (in case of partnership) shall mean.....and .....trading as partners in the name and style of .....and shall include partners for the time being of the said firm and the legal representatives of a deceased partner.
- "Contractors" (in case of individuals) shall mean.....and .....trading in the name and style of .....and shall include his / their heirs, legal representative assigns or successors.
- "Contractors" (in case of company) shall mean.....a company incorporated under .....19.....and having its registered office at .....and shall include its successors and assigns.
- (d) "Site" shall mean "Workplace located at \_\_\_\_\_ includes any building and erections thereon and any other land (inclusively), as aforesaid, allotted by the Bank for the contractor's use.
- (e) Site Engineer / Engineer: The Engineer appointed by the Bank/ Architect/ Consultant for the management of the project.
- (g) "The works" shall mean the work or works to be executed or done under this contract.
- (h) "This Contract" shall mean Articles of Agreement, the special conditions, the general conditions of contract, the appendix, the schedule of quantities and specifications, attached hereto and duly signed.
- (i) "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

ation: Public

registered post to the last known private or business address or registered office of the addressee and shall be deemed to have been received when in the ordinary course of post, it would have been delivered.

- (j) “Act of Insolvency” shall mean any Act of Insolvency as defined by the Presidency Towns Insolvency Act, or the Provincial Insolvency Act or any amending such original.
- (k) “The Schedule of Quantities” shall mean the schedule of quantities as specified and forming part of this contract.
- (l) “Priced Scheduled of Quantities” shall mean the schedule of quantities duly priced with the accepted quoted rates of the contractor.
- (m) “Net Prices” If in arriving at the contract amount, the contractor shall have added to or deducted from the total of the items in the Tender any sum either as a Item or otherwise, then the net price of any item in the Tender shall be the sum arrived at by adding to or deducting from the actual figure appearing in the Tender as the price of that item a similar Item or proportion of the sum so added or deducted of the sum so added or deducted by the contractor the amount of any Prime Cost items and provisional sums of money shall be deducted from the total amount of the Tender. The expression “net rates” or “net prices” when used with reference to the contract or accounts shall be held to mean rates or prices so arrived at.

## 2. SCOPE OF WORK:

The work consists of all the necessary allied work required such as Carpentry, False Ceiling, Landscaping or any other work, etc as required on site. It includes furnishing all materials, labour, tools and equipment and management necessary for and 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/ architects. Should any detail essential for efficient completion of the work be omitted from the drawings and specifications it shall be the responsibility of the contractor to inform the Bank/ Consultant and to furnish and install such detail with Bank/ Consultant’s concurrence, so that upon completion of the proposed work the same will be acceptable and ready for use.

The term the ‘Architects/Consultants’ in the said conditions shall mean the said **M/s SHRISHTI ARCHITECTS**, H3-RAS Subiksha Mascot, Behind Deepam Hospital, Trichy Road, Ramanathapuram, Coimbatore, Tamil Nadu - 614 045 or in the event of the said Architect /Consultants ceasing to be the Architect /Consultants for the purpose of this contract for whatever reason, such other person or persons as shall be nominated for that purpose by the Owner/Employer, provided always that no person subsequently appointed to be the Architect /Consultants under this contract shall be entitled to disregard or over rule any decision or direction or approval given or expressed in writing by the Outgoing Architect /Consultants for the time being if the same had been done under instruction from the Bank/ Employer.

## 3. CONTRACTOR’S RESPONSIBILITY

The Contractor shall carry out and complete the said work in every respect in accordance with this contract and with the directions of and to the satisfaction of Consultant/Bank. The Consultant may in his absolute discretion and in consultation with the Bank (with prior

approval from the Bank) and from time to time issue drawings and/or written instruction, details directions and explanations which are hereafter collectively referred to as “Consultant/Bank’s Instruction”.

In regard to:-

- a. The variations or modifications of the design, quality or quantity of works or the additions or omission or substitution of any work.
- b. Any discrepancy in the drawings or between the schedule of quantities and/or drawings and or drawings and or specification.
- c. The removal from the site of any defective materials brought thereon by the contractor and the substitution of any other materials thereof.
- d. The removal and/or re-execution of any works executed by the contractor.
- e. The dismissal from the works of any person employed thereupon.
- f. The opening up for inspections of any work covered up.
- g. The amending and making good of any defects under clauses 19 hereof and those arising during the maintenance/ defect liability period.

The contractor shall forthwith comply with and duly execute any work comprised in such Consultant/Bank instructions, provided always that the verbal instructions, directions, and explanations given to the contractor or his representative upon the works by the Consultant/Bank shall, if involving a variation, be confirmed in writing by the contractor within seven days, and if not dissented from in writing within a further seven days by the Consultant, such shall be deemed to be Consultant /Bank instructions within the scope of the Contract.

#### **4. VISIT TO SITE**

The contractor shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the works, facilities of transport condition, effective labour and materials, access and storage for materials and removal of rubbish. The tenderer shall provide in their tender for cost of carriage, freight and other charges as also for any special difficulties and including police restriction for transport, etc. for proper execution of work as indicated in the drawings. The successful tenderer will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site condition which existed before the commencement of the work or which in the opinion of the Bank or Consultant might be deemed to have reasonably been inferred to be so existing before commencement of work.

#### **5. AGREEMENT**

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

#### **6. PERMITS AND LICENSES**

Permits and licenses for release of materials which are under Government control will be arranged by the contractor. The Bank will render necessary assistance, sign any forms or applications that may be necessary.

The contractor shall at his own cost arrange for storage shed adequate for taking delivery and storing of the quantity of controlled materials released by the authorities or supplied by the Bank. The costs of storing, transporting, etc. of all materials including those under Government control are to be included by the tenderer in his quoted rates.

The Bank / Consultant shall be indemnified against all Government or legal actions for theft or misuse of any controlled materials in the custody of the contractor.

**7. GOVERNMENT AND LOCAL RULES**

The contractor shall conform to the provisions of all local Bye-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 proposed to be connected. The contractor shall give all notices required by said Act, Rules, Regulations and Byelaws, 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 into account all liabilities for license, fees for footpath encroachment and restorations etc. and shall indemnify the Bank against such liabilities and shall defend all actions arising from such claims or liabilities.

**8. QUANTITY OF WORK TO BE EXECUTED**

The quantities shown in the schedule of quantities are intended to cover the entire new structure indicated in the drawings but the Bank reserves the right to execute only a part or the whole or any excess thereof without assigning any reason therefore. The quantity may vary to any extent and even the same will be omitted. No separate payment/ compensation/ revision in the rates will be entertained.

**9. VARIATIONS TO BE APPROVED BY THE BANK/ CONSULTANT**

Notwithstanding anything herein contained, the Consultant or his representative shall not, without prior concurrence in writing of the Bank, issue any instructions, verbal or in writing, the Consultant can get the work done upto an amount of Rs.10,000.00 (Rupees Ten thousand only) and all instruction issued to the contractor should forthwith be brought to the notice of the Bank. The contractor shall submit through the Consultant, a statement of variations giving rise quantity and rates duly supported by analysis of rates, vouchers, etc. The rates on scrutiny and final acceptance by the Bank shall form a supplementary tender. The Bank shall not be liable for payment of such variations until these statements are sanctioned by the Bank.

**10. DRAWINGS AND SCHEDULE OF QUANTITIES AND AGREEMENT**

The contractor on the signing hereof shall be furnished by the Consultant free of cost one copy of each of the said drawings and of the specifications and one copy of all further Drawings issued during the progress of the works. Any further copies of such drawings required by the contractor shall be paid by him. The contractor shall keep one copy of all drawings on the works and the Consultant/ Bank or their representatives shall at all reasonable times have access to the same.

**11. CONTRACTOR TO PROVIDE EVERYTHING NECESSARY**

The contractor shall provide everything necessary for the proper execution of the works according to the intent and meaning of the Drawings, Schedule of quantities and Specification taken together whether the same may or may not be particularly shown or described therein provided that the same can be reasonably be inferred there from, and if the contractor finds any discrepancies therein, he shall immediately and in writings, refer

the same to the Bank/ Consultant whose decision shall be final and binding. The contractor shall provide himself for ground and fresh water for carrying out of the works at his own cost. The Bank shall on account be responsible for the expenses incurred by the contractor for hired ground or fresh water obtained from elsewhere.

- (i) The rates quoted against individual items will be inclusive of everything necessary to complete the said items work within the contemplation of the contract, and beyond the unit price no extra payment will be allowed for 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.
- (ii) The contractor shall supply, fix and maintain at his own cost, for the execution of any work, all tools, tackles, machineries and equipment and all the necessary centering, scaffolding, staging, planking, timbering, strutting, 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 public and safety of any adjacent roads, streets, walls, houses, buildings, all other erections, matters and things and the contractor shall take down and remove any or all such centering, scaffolding, plumbing, timbering, strutting, shoring etc., as occasion shall be required or when ordered so to do, and shall fully reinstate and make good all matters and things disturbed during the execution or when ordered so to do, and shall fully reinstate and make good all matters and things disturbed during the execution of works to the satisfaction of the Bank / Consultant.
- (iii) 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 Bank shall otherwise direct.
- (iv) The contractor shall at all times give access to workers employed by the Bank or any men 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. The quoted rates of the tenderers shall accordingly include all these above-mentioned contingent works.

## **12. AUTHORITIES NOTICES AND PATENTS**

The contractor shall confirm to the provisions of any Act of the legislature relating to the works, and to regulations and bye-laws of any authority, and or any water electric supply and other companies and/or authorities with and whose the systems the structures is proposed to be connected, and shall, before making any variations from the drawing or specifications that may be associated to so confirming, give to the Architect written notice, specifying the variations proposed to be made and the reason for making it and apply for instructions thereon. In case the contractor shall not within ten days receive such instructions he shall proceed with the work confirming to the provisions, regulations, or byelaws in questions, and variations so necessitated shall be dealt with under clause 13 hereof.

The contractor shall bring to the attention of the Consultant/ Bank all notices required by the said Acts, regulations or bye-law to be given to any authority and pay to such authority,

or to any public office, all fees that may be properly chargeable in respect of the said work, and lodge the receipt with the Consultant/ Bank.

The contractor shall indemnify the Bank against all claims in respect of patent rights, royalties, and damages to buildings, roads or members of public in course of execution of work and shall defend all actions arising from such claims and shall keep the Bank saved harmless and indemnified in all respects from such actions, costs and expenses.

**13. CLEARING SITE AND SETTING OUT WORKS**

The site shall be cleared of all obstructions, loose stone, and material rubbish of all kind. All holes or hollows either originally existing or produced by removal of loose stone or material shall be carefully filled up with earth, well rammed and leveled of as directed at his own cost. The contractor shall set out the works and shall be responsible for the true and perfect setting out of the work and for the correctness of the positions, dimensions, levels and the alignment of all the parts thereof. If at any time any error in this respect shall appear during the progress of any part of work or within the period of one year from the completion of the works, the contractor shall at his own expenses rectify such error to the satisfaction of the Consultant / Bank.

**14. DATUM**

The average ground level will be considered as the crown of the nearest road, which should be taken as "Datum" which is however, subject to final confirmation by the Bank/ Consultant. All levels shown in the drawings are to be strictly adhered to.

**16. BENCHES**

The contractor is to construct and maintain proper benches of all the main walls, in order that the lines and levels may be accurately checked at all times.

These benches will consist of salwood post of adequate length and minimum diameter 75mm to be driven in the ground at suitable distance as directed encased with brickwork. The wire nails will be driven on the top of salwood post on the center lines of columns, walls, inside and outside faces of foundation trenches, in order that lines may be stretched between the benches and accurate intersection of excavation. Centre line of walls, columns, etc. may be clearly indicated and checked at any time if it is so required.

**17. CONTRACTOR IMMEDIATELY TO REMOVE ALL OFFENSIVE MATTERS**

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

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

**18. MATERIALS, WORKMANSHIP, SAMPLES, TESTING OF MATERIALS:**

All the works specified and provided for in the specifications or which may be required to be done in order to perform and complete any part thereof shall be executed in the best and most workman like manner with materials of the best and approved quality of the respective

kinds in accordance with the particulars contained in and implied by the specifications and represented by the drawings or according to such other additional particulars and instructions as may from time to time be given by the Bank/Consultant during the execution of the work, and to his entire satisfaction.

The contractor shall have to carry out test on materials and workmanship in approved materials testing laboratories or as prescribed by the Bank/ Consultant at own cost to prove the materials quality and test sample, confirm to the relevant I.S. Standard or as specified in the specifications. The necessary charges for preparation of mould (in case of concrete cube) transporting testing etc. shall have to borne by the contractors. No extra payment on this account should in any case be entertained.

All the materials (except where otherwise described) store and equipment required for the full performance of the work under the contract must be provided through normal channels and must include charges for import duties, sales tax, octroi and other charges and must be the best of their kind available and the contractors/must be entirely responsible for the proper and efficient carrying out the work. The work must be done in the best workman like manner. Samples of all materials to be used must be submitted to the Bank/ Consultant when so directed by the Engineer/ Consultant and written approval from Bank/ Consultant must be obtained prior to placement of order.

The Contractor shall set up a field laboratory with necessary equipment for day to day testing of material like sand, brick, aggregate etc.

#### **19. INCLEMENT WEATHER**

During the inclement weather the contractor shall suspend concreting and plastering for such time as the Bank / consultant may direct and shall protect from injury all work when in course of execution. Any damage (during construction) to any part of the work for reasons 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 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 any 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 window, 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.

#### **20. MATERIALS AND WORKMANSHIP TO CONFORM TO DESCRIPTIONS:**

All materials and workmanship shall so far as procurable be of the respective kinds described in the schedule of quantities and/ or specifications and in accordance with the Consultant's instructions, and the contractor shall upon the request of the Consultant furnish him with all invoices, accounts, receipts and other vouchers to prove that the materials comply therewith. The contractor shall at his own cost arrange for and/ or carry out any test of any materials which the architects may require from Government approved laboratories.

#### **21. CONTRACTOR'S SUPERINTENDENCE & REPRESENTATIVE ON THE WORKS.**

The contractor shall give all the necessary personal superintendence during the execution of the works, and as long thereafter as the Bank/ Consultant may consider necessary until the

expiration of the defects liability period stated in the Appendix hereto. The contractor shall also during the whole time the works are in progress employ;

- a) An experienced qualified Civil Engineers (1 Nos., graduate engineer having experience of 10 years or more in field + 1 diploma holder having experience of 7 years) as required who shall be in constantly attendance at work while the men are at work. Any directions, explanations, instructions, or notices given by the Bank/ Consultant to such representative shall be held to be given to the contractor.

For non-compliance an amount of Rs.20,000/- pm/ per Engineer shall be deducted from the contractor for the period required engineers are not provided. However, deduction of payment shall not exonerate contractor for his responsibility for executing quality work.

## **22. DEPLOYMENT OF LABOURS**

No labourer below the age of eighteen years 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 or control of the Bank or his representative shall be deemed to be a person employed by the contractor.

## **23. FACILITIES TO BE PROVIDED TO WORKERS**

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 of the Bank regarding the maintenance of proper environmental sanitation of the area where the contractor's labourers 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 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 Bank and also the competent authority where such report is required by law.

## **24. DISMISSAL OF WORKMEN**

The contractor shall at the request of the Bank/ Consultant immediately dismiss from the works, any person employed thereon by him who may in the opinion of the Bank/ Consultant incompetent or misconduct himself and such person shall not be engaged again. Such discharges shall not be the basis of any claim for compensation or damages against the Bank or any of their officer or employee.

## **25. ACCESS TO WORK**

The Bank/ Consultant and their responsible representative shall at all reasonable times have free access to the works and/ or to the workshops, factories or other places where materials are being prepared or constructed for the work and also to any place where the materials are lying or from where they are being obtained the contractor shall give every facility to the Bank, the Consultant and their representative necessary for inspection and examination and test of the materials and the workmanship. No. persons not authorized by the Bank or the Consultant except the representatives of Public Authorities shall be allowed on the works at any time.

## **26. ASSIGNMENT/ SUB-LETTING**

The whole of the works included in the contract shall be executed by the contractor and the contractor shall not directly or indirectly transfer, assign, or under-let the contract or any part share there of or any interest therein without the prior written consent of the Bank and no undertaking shall relieve the contractor of the full and entire responsibility of the contract or from active superintendence of works during their progress. Central Govt./ State Govt. companies shall not be allowed to sublet the work on back to back basis/ labour basis without approval from the Bank. In case, in case contractor sub-let the work, the Bank will be entitled to deduct 10% of cost of work executed besides initiating other measures provided in the contract.

## **27. VARIATIONS**

No alterations, omissions or variations shall vitiate this contract, but in case the Architect thinks proper at any time during, the progress of the works to make any alterations in, or additions to or omissions from, the work or any alteration in the kind or quality of materials to be use therein and shall give notice thereof in writing under his hand to the contractor, the contractor shall alter, add to, or omit from, as the case may be, in accordance with such notice, but the contractor shall not do any work extra to or make any alterations or additions to or omissions from the works or any deviations from any of the provisions of the contract, stipulation specifications or contract drawings without the previous consent in writing of the consultant /Architect / Bank and the values of such extras, alternations, additions or omissions shall in all cases be determine by the Consultant with the prior approval in writing of the Bank in accordance with the provision of the Clause hereof, and the same shall be added to, or deducted from the contract amount, as the case may be accordingly.

## **28. SCHEDULE OF QUANTITIES**

The Schedule of quantities, unless otherwise stated shall be deemed to have been prepared in accordance with the standard method of quantity measurement.

Any error in description or in quantity or in omission of items from the Schedule of quantities shall not vitiate this contract but shall rectified and the value thereof shall be added to or deducted, from the contract amount (as the case may be), provided that no rectification of errors, if any, shall be allowed in the contractor's Schedule of rates.

The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of this tender for the works and the prices stated in the Schedule or quantities and or the schedule of rates and prices which rates and prices shall cover all his obligations under the contract and all matters and things necessary for the proper completion of works.

The quantities of work may vary to any extent or may be omitted; the contractor cannot claim loss of profit/ overhead on this account.

## **29. MEASUREMENT OF WORKS**

- (i) The Consultant may from time to time intimate to the contractor and the Bank that he requires works to be measured, and the contractor shall forth with attend or send a qualified agent to assist the Consultant in taking such measurements and calculations and to furnish all the particulars or to give all assistance required by any of them.

- (ii) The Engineer will take measurement of the work jointly with the contractor and enter the same in measurement books. Based on these measurements the contractor will raise the bill as per the prescribed format. Consultant to verify the bill/measurement and issue certificate stating that the work completed is as per the specifications and the measurement claimed for the works are actually executed at site. This certificate shall be issued within 14 days after bill submission by the Contractor. The Bank will release bill amount within 21 days. If for some reason checking of the bill/measurement is not completed, 75% of the bill amount at least shall be released within 21 days and the balance within 30 days.
- (iii) Should the contractor not attend or neglect or omit to send such agent then the measurement taken by the Architect or a person approved by him shall be final and binding on the contractors.
- (iv) The contractor or his also supply without charge the requisite number of persons with means and materials necessary for the purpose of measurements or examinations at any time and from time to time of the work or counting weighting of the materials, etc.
- (v) All authorized extra works, omissions and all variations made without the Consultant's knowledge, if subsequently sanctioned by him in writing (with the prior approval in writing of the Bank) shall be included in such measurement.
- (vi) Measurements shall be recorded as per IS 1200 mode measurement and in metric system. Measurement shall be recorded in 100 pages bounded measurement book to be supplied by Union Bank of India. Such measurement shall be recorded by the Engineer or Bank's officer and not by contractor. M.B. shall be kept in the custody of the consultant / Bank.

### 30. PROCEDURE FOR MEASUREMENT AND BILLING OF WORK IN PROGRESS:

#### a. Advance against materials brought at Site:

Contractor may be allowed Secured advance on security for materials brought to site for execution on contracted item of work to the extent of 75% of the value of the materials provided that the materials of the imperishable nature is safeguarded against losses due to the contractor postponing execution of the work or to the storage or misuse the materials and against the expenses entitled for their proper watch and safe custody. Recoveries of advances so made would be from running bills. The secured advance may be given against the following materials brought to the site and stored properly.

- i. Electrical items (one time only)
- ii. Plumbing / Sanitary / Pipes and fittings.
- iii. Any other item of non-perishable nature and as decided by the Bank

The Contractors will have to submit the bills for the materials purchased, in triplicate, to verify the cost of the materials purchased and brought at Site.

No advances against perishable materials purchased and brought at Site will be made.

The Contractors will have to keep the materials at Site under their safe custody and at their risk and cost.

The Bank is not responsible for damages and losses of such materials brought at site.

The contractor to submit undertaking marking lien on the material brought at site against which Bank has granted advance payment.

**b. Running Account Payments to be regarded as Advances:**

All running account 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 accepted 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 thereof, in this respect, or the accruing of any claim, nor shall it conclude, determine or effect in any way the powers of the Bank/ consultant under these conditions or any of them as to the powers of the Bank/ consultant under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise, or in any other way vary/affect the contract. The final bill shall be submitted by the contractor within two months of the date fixed for completion of the work; otherwise the Consultant/ Engineer-in-charge's certificate of the measurement and of the total amount payable for the work accordingly shall be final and binding on all parties. Interim Bill value to be minimum of 60% of the work order amount.

**31. COMPLETION CERTIFICATE**

**(i) APPLICATION FOR COMPLETION CERTIFICATE**

The Consultant /Engineer-In-Charge shall normally issue to the contractor the completion certificate within one month after receiving, an application thereof from the contractor and after verifying from the completion documents and satisfying himself that the work has been completed in accordance with and as set out in the construction and erection drawing and contract documents.

The contractor, after obtaining the completion certificate, is eligible to present the final bill for the work executed by him under the terms of contract.

**(ii) Completion Certificate**

Within one month of the completion of the work in all respects, the Contractor shall be furnished with a certificate by the Consultant/ Engineer-In-Charge of such completion but no certificate shall be given nor shall the work be deemed to have been completed until all scaffolding, surplus materials and rubbish is cleared of the site completely. The work will not be considered as complete and taken over by the Bank, until all the temporary works, labour and staff colonies etc., constructed, are removed and the works site cleared to the satisfaction of the Consultant/ Engineer.

If the Contractor shall fail to comply with the requirements of this clause on or before the date fixed for the completion of the work, the Consultant/ Engineer-In-Charge may at the expenses of the contractor remove such scaffolding, surplus materials and rubbish and dispose off the same as he thinks fit and clean up the site and the contractor shall forthwith pay the employer for all expenses so incurred and shall have no claim in respect of any such

scaffolding or surplus materials as aforesaid except of any sum actually realized by the sale thereof.

**(iii) CERTIFICATE (to be issued by the consultant/ engineer)**

It is certified that various items of works claimed in the ..... RA Bill by Contractor ..... has been completed to the extent claimed and at appropriate rates and that the items are in accordance with and fully confirming to the standard and/or prescribed specifications and drawings. Quality and rates verified. The material supplied and work done conform tender specifications. We further certify that we have checked the measurement to the extent of 100 per cent of each item claimed in this bill. As net amount of Rs..... (Rupees ..... ) is recommended to be paid to the contractor making the total upto date payment of Rs.....

(Rs. ....)

Quality and rates verified. The material supplied and work done confirm with the tender specifications.

**DATE :**

**SITE ENGINEER / CONSULTANT**

The above certification shall be endorsed in the relevant Measurement Books also by the Consultant.

iv. **FORMAT FOR RUNNING BILL**

**ON LETTER HEAD OF CONTRACTOR**

Running Bill No. ....

Tender Amount		Rs. ....
Value of work done		Rs. ....
Less rebate	( - )	Rs. ....
<hr/>		
Net Value of work done		Rs. ....
Extra variation items after settlement @100%		Rs. ....
Extra variation items without settlement @75%		Rs. ....
<hr/>		
Total		Rs. ....
Add : Cost of material on site @ 75%		Rs. ....
<hr/>		
	Total payable	Rs. ....
<b>Deductions</b>		
1. Retention money		Rs. ....
2. Recovery of advance if any	Rs. ....	
3. Income-tax	Rs. ....	
4. Any other	Rs. ....	
5. Total bill paid till last bill	Rs. ....	
<hr/>		
Total deductions	Rs. ....	Rs. ....
<hr/>		
	Net payable	Rs. ....
<hr/>		
	Amount certified for payment	Rs. ....

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**Note :** This page shall be signed and stamped by the Site Engineer, Contractor and Project Architect.

**v. FORMAT FOR SECURED ADVANCE**

**ACCOUNT OF SECURED ADVANCE IF ADMISSIBLE ON MATERIALS HELD AT SITE BY THE CONTRACTOR**

Sno.	Name of the supplier	Quantity	Unit	Amount	Remarks
1	2	3	4	5	6
Face value of Materials at site					
Secured Advance ..... % of above value.					

Date .....  
 Signature of Site Engineer  
 Preparing the bill.

Date .....  
 Signature of Bank's  
 Consultants

Date .....  
 Signature of the Contractor

vi. **FORMAT FOR RUNNING BILL (To be submitted by the contractor)**

I	Name of the Contractor / Agency	:	
II	Name of the Work	:	
III	Sr.No. of the Bill	:	
IV	Sr.No. of the Previous Bill	:	
V	Reference to Agreement No.	:	
VI	Date of written order to commence	:	
VII	Date of Completion as per Agreement	:	
VIII	Date of Measurements	:	
XI	Present status of work	:	

Sno.	Items Description	Unit	Rate	Qty. as per measurement	Tender Amount Rs.
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

Up to previous RA Bill		Up to date gross		Present bill		remark
Qty	Amt.	Qty.	Amt.	Qty.	Amt.	
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>

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**Note :**

If part rate is allowed for any item, it should be indicated with reasons for the allowing such a rate.

1. If adhoc payment is made, it should be mentioned specially.
2. Consumption of Cement/Steel statement to be submitted along with each R.A. Bills.

**32. ENGINEER**

The Site Engineer or any representative of the Architect/ Consultant, or the Bank shall have power to give notice to the contractor or to his representative, 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 Architect is obtained. The work will be from time to time be examined by the Architect/ the Bank's Engineer or the Architect's representative, but such examination shall not in any way exonerate the contractor from the obligations to remedy any defects which may be found to exist at any stage of the works or after the same is complete. Subject to the limitations of this clause, the contractor shall take instructions only from the Architect/ Bank.

**33. DUTIES OF ENGINEER**

- i. To make a thorough study of contract documents, Architectural/Structural drawings and other details so as to bring out ambiguities/discrepancies between them and to obtain clarification from the Competent Authority well in time to avoid delays.
- ii. To render a certificate to the Competent Authority to the effect that he has studied the contract documents, drawings and specifications.
- iii. To approve the centerline layout of building pegged out on site by the contractor and the benches for ground floor and other levels.
- iv. To take charge of objects of value and antiquity found on site or in excavations, immediately, after their discovery, to hold them in safe custody and to hand them over to the Competent Authority of the Bank for further action.
- v. To approve the foundation strata when the appropriate depth of excavation is reached in consultation with the architects.
- vi. To ensure that the quality of materials and workmanship as laid down in the contract is maintained and the accuracy of dimension shown on drawings is attained in the construction.
- vii. To watch the validity of the building permission issued by the Local Authority and to ensure that the revalidation, if necessary, is obtained well in time.
- viii. To arrange periodical reconciliation of cement and steel account and ensure that proper recoveries are effected from contractor's running account bills.

- ix. To maintain the undernoted records at the site of work, in addition to normal routine requirements of an office:
  - a. Daily Progress Record
  - b. Work Site Order Book.
  - c. Instruction by Bank's Officers.
  - d. Cement Statement (Receipt/Consumption/Balance).
  - e. Steel Register/any other costly Material Register.
  - f. Contract Pour Reports including Slump Test Record.
  - g. Concrete Cube Test Register.
  - h. Test Registers of other materials/fittings, fixtures, equipment's as stipulated in the tender.
  - i. Register of Drawings and Working Details.
  - j. Log Book of Defects.
  - k. The Site Engineer should maintain in a Hindrance Register giving details of commencement and removal of each hindrance.
  - l. Dismantled Materials Account Register.
  - m. Supply and consumption register of scarce/costly materials like bitumen, lead, laminates, special paints etc.
  - n. Record of cement used/received: Day to day record of cement used/received shall be entered in the register and signed by the Site Engineer of the Bank as well as contractors representative at site.
  - o. Record of reinforcement bars received at site: Necessary entry for reinforcement bars of each category shall be made in the register for steel and signed by the site engineer of Bank and the contractor daily.
- x. To study the quality of approved coarse and fine aggregate and get the design of the concrete mix in accordance with modern practice. The Site Engineer shall ensure that the mix design for RCC work shall be carried out by the Architect/Structural Consultant, if applicable. xi. To record measurements of completed work jointly with the Contractor and to process them in running account bills.
- xii. To receive running account bills from the contractor and to forward them after checking, to the Competent Authority with his comments and recommendations and accompanied by all supporting documents.
- xiii. To submit to the Competent Authority the Progress Report fortnightly.
- xiv. To watch that the concerned contract does not lapse for want of extension of time. Therefore, to keep it alive and in operation from point of consideration that "Time is the essence of contract".
- xv. To ensure that progress on every contract is in accordance with the appropriate stage of its Time and Progress Chart.
- xvi. To prevent contractor from proceeding with any work on which the contractor has got intentions of raising claims of extra/deviated items, until the Competent Authority approves the work to continue.

- xvii. To receive the Final Bill from the contractor, to check it, and forward it with his comments and recommendations to the Competent Authority with all the supporting documents duly attached.
- xviii. To submit the final summary of costs for the project to the Competent Authority.
- xix. To submit the Competent Authority authentic information on and the under noted records pertaining to the completed work in order to enable the Competent Authority to finalize them in the due course:
  - a) Record i.e. as completed drawings.
  - b) Record of Standard Measurements for periodical services.
  - c) Inventory of fittings and fixtures.

To hand over to the Competent Authority a “first draft” of “A Note of Comprehensive Information to the User” containing detailed instructions on how to use and maintain the completed building to the best advantage of the Bank.

#### **34. PRICES FOR EXTRAS ETC. ASCERTAINMENT OF NON-TENDER ITEMS**

The contractor may, when authorized, and shall, when directed in written by the Architect / Consultant with the approval of the Bank, add to, omit from, or vary the works shown upon the drawings, or described in the specification or included in the schedule of quantities, but contractor shall make no addition, omission or variation without such authorization or direction. A verbal authority or direction by the Architect / Consultant shall, if confirmed by them in written seven days, be deemed to have been given in writing.

Any such extra is herein referred to as authorized extra and shall be made in accordance with the following provisions.

- (a) (i) The net rates or prices in the original tender shall determine the valuations of the extra tender shall determine the valuation of the extra work where such extra work is of similar character and executed under similar conditions as the work priced therein.
- (ii) Rates for all items, wherever possible, should be derived out of the rates given in the priced schedule of quantities.
- (b) The net prices of the original tender shall determine the value of the items omitted, provided if omissions vary the conditions under which any remaining items of works are carried out, the prices for the same shall be valued under sub-clause C hereof.
- (c) Where the extra works are not of similar character and /or executed under similar conditions as aforesaid or where the omissions vary the conditions under which any remaining items of works are carried out or if the amount of the whole of the contract works or to any part thereof shall be such that in the opinion of the Architect the net rate or price contained in the priced schedule of quantities or tender or for any item of the works involves loss or expense beyond that reasonably contemplated by the contractor or is by reason unreasonable or inapplicable, the Architect shall fix such

other rate or price as in the circumstances he shall feel reasonable and proper, with the prior approval in writing of the employer.

- (d) Where extra work cannot be properly measured or valued the contractor shall be allowed days work prices as the priced schedule of quantities or, if not so stated, then in accordance with the local day work rates and wages for the district; provided that in either case vouchers specifying the daily time (and if required by the Architect, the workman's name) and materials employed to be delivered for verification to the Architect, or his representative at to the Architect or his representative at or before the end of the week following that in which the work has been executed.

Actual cost of materials	.....	Rs.
Add for Labour charges	.....	Rs.
Add for Taxes, Transportation, If any.	.....	Rs.
Add for Wastage of Materials (Upper Limit 5% wherever applicable)	.....	Rs.
Add for water and electricity Charges if any required, upper limit 2% of basic cost of materials.	.....	Rs.
Add for 15% towards contractor's overheads and profit.	.....	Rs.
Final rate arrived.		Rs.

**35. UNFIXED MATERIALS WHEN TAKEN INTO ACCOUNT TO BE THE PROPERTY OF THE BANK**

Where in any certificate (of which the contractor has received payment), the Architect has included the value of any unfixed materials intended for and/or placed on adjacent to the works, such materials shall become the property of the Bank and they shall not be removed except for use upon the works, without the written authority of the Architect/Bank. The contractor shall be liable for any loss of or damages to such materials.

**36. REMOVAL OF IMPROPER WORKS**

The Architect/Bank shall, during the progress of the works, have power to order in writing from time to time the removal from the work within such reasonable time or times as may be specified in order, of any materials which in the opinion of the Architect/Bank are not in accordance with the specifications or the instructions, the substitution of proper materials, the removal and proper re-execution of any work executed with materials or workmanship not in accordance with the drawings and specification instruction and the contractor shall forthwith carry out such order at his own cost. In case of default on the part of the contractor to carry such order, the Bank shall have the power to employ and pay other persons to carry out the same and all expenses consequent thereon, or incidental thereto, shall be deducted by the Bank from any money due or that may become due, to the contractor.

No certificate, which may have been issued by the Architect, shall relieve the contractor from his liability in respect of unsound work of bad materials.

**37. DEFECTS AFTER COMPLETION**

The contractor shall make good at his own cost and to the satisfactions of the Bank all defects, shrinkage, settlements or other faults, which may appear within 12 months after completion of the work. In default the Bank may employ and pay other persons to amend and make good such damages, losses and expenses consequent thereon or incidental there to shall be made good and borne by the contractor and such damages, loss and expenses shall be recoverable from him by the Bank or may be deducted by the Bank, in lieu of such amending and making good by the contractor, deduct from any amount 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 from the contractor from the amount retained as retention money together with any expenses the Bank may have incurred in connection therewith.

**38. CONCEALED WORK:**

The contractor shall give due notice to the Bank/ architects whenever any work is to be buried in the earth, concrete 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 whereof the same shall, at the opinion of the Bank/ architect be either opened up for measurement at the contractor's expense 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.

**39. CERTIFICATE OF VIRTUAL COMPLETION & DEFECTS LIABILITY PERIOD**

The work shall not be considered as completed until the Architect has certified in writing that they have been virtually completed. The defects Liability Period shall commence from the date indicated in the virtual completion certificate issued by the Architect.

**40. NOMINATED SUB-CONTRACTORS**

All specialist, Merchants, Tradesmen and others executing any work of supplying and fixing any goods for which prime cost prices or provisional sums are included in the Schedule of Quantities and/or Specifications who may be nominated or selected by the Architect/ Bank are hereby declared to be Sub-Contractors employed by the Contractors and are herein referred to as nominated Sub-Contractors.

No nominated Sub-Contractor shall be employed on or in connection with the works against whom the Contractor shall make reasonable objection or (save where the Architect and Contractor shall otherwise agree) who will not enter into a Contract providing:-

- a. That the nominated Sub-Contractor shall indemnify the Contractor against the same obligations in respect of the Sub-Contract as the Contractor is under in respect of this contract.
- b. That the nominated Sub-Contractor shall indemnify the Contractor against claims in respect of any negligence by the Sub-Contractor, his servants or agents or any misuse by him or them of any scaffolding or other plant, the property of the Contractor or under any workmen's Compensation Act in force.
- c. Payment shall be made to the nominated Sub-Contractor within fourteen days of his receipt of the Architect's Certificates provided that before any certificate is issued, the contractor shall upon request furnish to the architect proof that all nominated Sub-Contractor's accounts included in the previous Certificate have been duly discharged; in default whereof the Employer may pay the same upon a Certificate or the Architect and deduct the amount thereof from any sums due to the Contractor. The exercise of this power shall not create privacy of Contract as between Employer and Sub-Contractor.

#### **41. OTHER PERSONS ENGAGED BY THE BANK**

The Bank reserves the right to execute any part of the work included in this contract by other agency or persons and contractor shall allow all reasonable facilities and use of his scaffolding for the execution of such work. The main contractor shall extend all co-operations in this regard.

#### **42. INSURANCE**

##### **a. IN RESPECT OF DAMAGE TO PERSONS AND PROPERTY**

- (i) The contractor shall be responsible for all injury to the work or to persons, animals or things, and for all damages to the structural and / or decorative part of the property which may arise from the operation or neglect of himself or of any nominated sub-contractor or any of his / sub-contractor's employee, whether such damage/ injury arises from carelessness, accident or any other cause whatsoever in any way connected in the carrying out of this contract. This clause shall be held to include inter alias, any damage to buildings, whether immediately adjacent or otherwise, and any damage to the roads, streets, foot-paths, bridge or ways as well as damage caused to the building and work forming the subject of this contract by rain, wind or other inclement of the weather. The contractor shall indemnify the Bank and hold it harmless in respect of all and any expense arising from such injury or damage to persons or property as aforesaid and also in respect of any claim made in respect of injury and damage under any Act of any Legislature or otherwise and also in respect of any award of compensation or damage consequent upon such claims.

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- (ii) The contractor shall reinstate all damage of every sort mentioned in this clause, so as to deliver up the whole of the contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to the property or third parties.
- (iii) The contractor shall indemnify the Bank against all claims which may be made against the Bank by any member of the Public or third party in respect of anything which may arise in respect of the works or in consequence thereof and shall at his own expense arrange to effect and maintain, until the virtual completion of the contract, with an approved office, a Policy of Insurance in the name of the Bank and the contractor against such risks and deposit such policies with the Bank from time to time during the currency of this contract. The contractor will also similarly indemnify the Bank of all claims which may be made upon the Bank whether under the Workmen's Compensation Act or any other statute in force during the currency of this contract or at common law in respect of any employee of the contractor or any sub-contractor and shall at his own expense effect and maintain, until the virtual completion of the contract, with an approved office, a Policy of Insurance in the joint name of the Bank and the Contractor against such risks and deposit such policy or policies with the Bank from time to time during the currency of the contract.
- (iv) The contractor shall be responsible for any liability which may be excluded from the Insurance Policies above referred to and also for all other damages to any person animal or property arising out of incidental or defective carry in out of this contract. He shall also indemnify the Bank in respect of any cost, charges or expenses arising out of claims or proceeding and also in respect of any award of composition and damages arising there from.
- (v) The Bank shall be entitled to deduct the amount of any damage, compensation, cost, charges and expenses arising from or accruing from, or in respect of, any such claims or damage from any or all sums due or to become due to the contractor without prejudice to the Bank's other rights in respect thereof.

#### **b. FIRE INSURANCE**

- (i) The Contractor shall, within fourteen days from the date of commencement of works, insure the works at his cost and keep them insured until the virtual completion of the contract, against loss or damage by fire and/ or earthquake, flood with an office to be approved by the Architect in the joint name of the Bank and the Contractor (the name of the former being placed first in the policy), for the contract amount only. The Contractor shall deposit the policy and receipts for the premium with the owner within 21 days from the date of issue of work order, unless otherwise instructed by commencement of the works, unless otherwise instructed by the Architect. In default of the Contractor insuring as provided above, the Bank or the Architect on his behalf, may so insure the works and may deduct the premium paid from any money due or which may become due to the

Contractor without prejudice to the other rights of the Bank in respect of such default. In case it becomes necessary to suspend the works, the Contractor shall as soon as the claim under the policy is settled, or work reinstated by the Insurance office should they elect to do so, proceed with all due diligence with the completion of the works in the same manner as though the incident had not occurred and in all respects under the same conditions of the Contract. The contractor in case of rebuilding or reinstatement after fire, shall be entitled to such extension of time for completion as the Bank/ Architect deemed fit.

- (ii) The amount so due as aforesaid shall be the total value of the works duly executed and of the contract materials and goods delivered upon the site for use in works upto and including a date not more than seven days prior to the date of the said Certificate less the amount to be retained by the Employer (as hereinafter provided) and less any installments previously paid under this clause. Provided that such Certificate shall only include the value of the said materials and goods as and from time to time as they are reasonably, properly and not prematurely brought upon the site and then only if properly stored and/or protected against weather.

c) The Contractors will have to take out following Insurance Policies:

- 1) Contractors All Risks Insurance Policy to cover-  
Earthquake- Fire & Shock  
Landslide/Rockslide/Subsidence.  
Flood/Inundations.  
Storm/Tempest/Hurricanes/Typhoon /Cyclone Collapse.  
Theft/Burglary.  
Damage to material brought at Site and to be subsequently used in the work.
- 2) Third party Insurance Policy
  - a. For accidental loss or damage caused to the property of other persons.
  - b. For fatal or non-fatal injury to any person other than insured own employees or work men of employees of the owner of the works any other construction work thereon, or member of the Insured's family or of any of the aforesaid; directly consequent upon of solely due to the construction of any property described in the Schedule.
- 3) Workmen's Compensation Insurance.

#### **43. ACCOUNTS RECEIPTS & VOUCHERS:**

The contractor shall, upon the request of the employer furnish them with all the invoices, accounts, receipts and other vouchers that they may require in connection 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 material he was required to use and that he actually used shall be deducted from his dues. The decision of the Bank shall be final and binding on the contractor as to the amount of materials the contractor is required to use for any work under this contract.

#### **45. LIQUIDATED DAMAGES/ DAMAGES FOR NON-COMPLETION**

If the Contractor fails to complete the works by the date stated in the Appendix or within any extended time and the Architect certifies in writing that in his opinion, the same ought reasonably to have been completed, the Contractor shall pay the Bank liquidated damages @ 0.5% of the contract amount per week of delay subject to maximum deduction of 7.5% of the contract amount.

#### **46. TOOLS, STORAGE OF MATERIALS, PROTECTIVE WORKS AND SITE OFFICE REQUIREMENTS**

- i) The contractor shall provide, fix up and maintain in an approved position proper office accommodation for the contractor's representative and staff which offices 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.
- ii) 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.
- lii) 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 specified time.
- iv) 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.
- v) The contractor shall arrange for temporary washrooms for the use of workers and field staff and keep the same in a clean and sanitary condition to the satisfaction of the Public Health Authorities and shall cause such latrines and soil to be cleared away whenever necessary and shall make good all the works disturbed by these conveniences,.
- vi) Every precaution shall be taken by the contractor to prevent the breeding of mosquitoes on the works during the construction and all receptacles, cisterns, water tanks, etc., used for the 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.

- vii) The contractor shall not fix or place any placards or advertisement of any description or permit the same to be fixed or placed in or upon any boarding, gantry, building structure other than those approved by the Bank.

#### 47. PROTECTIVE MEASURES

The contractor from the time of being placed in possession of the site must make suitable arrangements for watching, lighting and protecting the work, the site and surrounding property by day, by night, on Sundays and other holidays.

Contractor shall indemnify the Bank against any possible damage to the building, roads or members of the public in course of execution of the work.

The contractor shall provide necessary temporary enclosures, gates, entrances, etc. for the protection of the work and materials and for altering and adoption the same as may be required and removing on completion of the works and making good all works disturbed.

**Storage of materials:** The contractor shall provide and maintain proper sheds for the proper storage and adequate 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.

Cement godown shall be constructed for storing about six weeks' requirement of cement and stored as per norms with a stack of 10 bags each and 2 feet opening all around with 2 feet passage of each stack. Structure shall be water-proof from all the sides and top. Cement should be stored one foot above the ground level and have pucca raised floor.

So also reinforcement bars are to be stored above the ground level to prevent the same from getting rusted.

**Tools:** Theodolite levels, prismatic compass, chain, steel and metallic taps and all other surveying instruments found necessary on the works shall be provided by the contractor for the due performance of this contract as instructed by the site engineer.

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

The mistaries and the supervisors on the works shall carry with them always a one meter or two meter steel tape, a measuring tape of 30 meters, a spirit level, a plum bob and a square and shall check the work to see that the work is being done according to the drawing 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 sub-contractors for their work.

#### **48. DATE OF COMMENCEMENT & COMPLETION**

The Contractor shall be allowed admittance to the Site on the "Date of Commencement" stated in the Appendix hereto, or such later date as may be specified by the Architect / Consultant and he shall there upon and forthwith begin the works and shall regularly proceed with and complete the same (except the painting or other decorative works the Architect / Consultant may desire to delay) on or before the "Date of Completion" stated in the Appendix subject nevertheless to the provision for extension of time hereinafter contained. As the work is to be carried out in a running office, the contractor should take care so as not to disturb the day to day functioning of the office & should properly cordon off the section where the work is being carried out from the working section.

#### **49. TIME OF COMPLETION, EXTENSION OF TIME & PROGRESS CHART**

- (i) Time of completion: The entire work is to be completed in all respects within the stipulated period i.e.5 days. The work shall deem to be commenced immediately from the date of acceptance of work order. Time is the essence of the contract and shall be strictly observed by the contractor. The work shall not be considered as complete until the Bank / Architects have certified in writing that this has been completed and the Defects Liability Period shall commence from the date of such certificate.
  
- (ii) Extension of time: If in the opinion of the Architect / Consultant the work has been delayed
  - (a) By force majeure; or
  - (b) By reason of any exceptionally inclement weather or
  - (c) By reason of proceedings taken or threatened by or dispute with adjoining or Neighbouring Owners or public authorities arising otherwise than through the Contractors own default or
  - (d) By the works or delay or the other Contractors or tradesmen engaged or nominated by the Bank or the Architect and not referred to in the Schedule of Quantities and/or specification or
  - (e) By reasons of the Architect's instructions as per clause 2 hereof or
  - (f) By reason of any combination of workmen or strike or lock-out affecting any of the building trades or
  - (g) in consequence of the Contractor not having received in due time necessary instructions from the Architect for which he shall specifically applied in writing or
  - (h) From other cause which the Bank may consider as beyond the control of the Contractor or

- (i) In the event, the value of work exceed the value of the Priced Schedule of Quantities owing to variation, the architect may with the previous approval in writing of the Bank make a fair and reasonable extension of time for the completion of the Contract works. In case of such strike or lockout, the Contractor shall as soon as give written notice thereof to the Architect / Consultant, but the Contractor nevertheless constantly use his endeavor to prevent delay and shall do all that may be reasonably required to the satisfaction of the Architect/Bank to proceed with the work and on his doing so that it will be ground of consideration by the Bank for an extension of time as above provided. The decision of the Bank 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 Bank shall then, in the event of an extension being granted, determine and declare the final completion date. The provision in clause with respect to payment of liquidated damages shall, in such case, be read and construed as if the extended date fixed by the Bank were substituted for and the damage shall be deducted accordingly.
- (iii) **PROGRESS OF WORK:** During the period of construction the contractor shall maintain proportionate progress on the basis of a Programme Chart submitted by the contractor immediately before commencement of work and agreed to by the Bank / Architects. Contractor should also include planning for procurement of scare material well in advance and reflect the same in the Programme Chart so that there is no delay in completion of the project.

**50. FAILURE BY CONTRACTOR TO COMPLY WITH ARCHITECT/CONSUSLTANT'S INSTRUCTION**

If the Contractor after receipt of written notice form the Architect / Consultant requiring compliance within ten days fails to comply with such further drawings and/or Architect's instructions, the Bank may employ and pay other persons to execute any such work whatsoever the may be necessary to give effect thereto, and all costs incurred in connection therewith shall be recoverable from the Contractor by the Bank on the Certificate of the Architect / Consultant as a debt or may be deducted by him from any moneys due to the Contractor.

**51. Idle labour:**

Whatever the reasons may be no claim for idle labour, additional establishment cost of hire and labour charges of tools and plants would be entertained under any circumstances.

**52. Suspension:**

If the contractor except on account of any legal restraint upon the Bank preventing the continuance of the work or in the opinion of the employer shall neglect or fail to proceed with due diligence in the performance of his part of the contract or if he

shall more than once make default, the Bank shall have the power to give notice in writing to the contractor requiring the work to be proceeded within a reasonable manner and with reasonable dispatch, such notice purport to be a notice under this clause.

After such notice shall have been given the contractor shall not be at liberty to remove from the site of the works or from any ground contiguous thereto any plant or materials to subsist from the date of such notice being given until the notice shall have been complied with. If the contractor fails to start the work within seven days after such notice has been given to proceed with the works as therein prescribed, the employer may proceed as provided in clause Termination of Contract by employer.

### **53. TERMINATION OF CONTRACT BY THE BANK**

If the Contractor being a individual or a Firm, commits any “act of insolvency” or shall be adjudged an Insolvent or being an Incorporate company, shall have an order for supervision of the court and the official Assignee or the Liquidator in such acts of insolvency and winding up, as the case may be, shall be unable within seven days after notice to him requiring him to do so, to show the reasonable satisfaction of the Architect that he is able to carry out and fulfill the Contract and to give security therefore, if so required by the Architect / Consultant.

OR if the Contractor (whether an individual, Firm or Incorporated Company) shall suffer execution or other process of court attaching property to be issued to the Contractor.

OR shall suffer any payment under this Contract to be attached by or on behalf of any of the creditors of the Contractors.

OR shall assign or sublet this Contract without the consent in writing of the Bank first obtained.

OR shall charge or encumber this Contract or any payment due or which may become due to the Contractor hereunder.

OR if the architect / consultant shall certify in writing to the Bank that the contractor:

- i. Has abandoned the Contract, or
- ii. Has failed to commence the works, or has without any lawful excuse under these conditions suspended the progress of the works for fourteen days after receiving from the Architect notice to proceed, or

- iii. Has failed to proceed with the works with such due diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or
- iv. Has failed to remove materials from the Site or to pull down and replace work within seven days after receiving from the architect written notice that the said materials or work were condemned and rejected by the Architect under these conditions or,
- v. Has neglected or failed persistently to observe and perform all or any of the acts, matters or things by this Contract to be observed and performed by the contractor to observe or perform the same.

Then and in any of the said cases the Bank may, notwithstanding any previous waiver, after giving seven days notice in writing to the Contractor, determine the Contract but without thereby affecting the powers of the Architect/Bank or obligations and liabilities of the Contractor, the whole of which shall continue in force as fully as if the contract has not been so determined, and as if the work subsequently executed had been executed by or on behalf of the Contractor, And further, the Bank by his agent or servants may enter upon and take possession of the work and all plant, tools, scaffoldings, shed, machinery, steam and other power utensils and materials lying upon the premises or on the adjoining land or roads and use 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 the employing any other contractor or person or persons to complete the works and the contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractor or other person or persons employed for completing or finishing or using the materials and plant for the work. When the work shall be completed or as soon as thereafter as convenient the Architect shall give a notice to the Contractor to remove his surplus materials and plant, and should the Contractor fail to do so within the period of fourteen days after receipt thereof by him, the Bank may sell the same by public auction, and give credit to the Contractor for the net amount realized. The architect shall thereafter ascertain and certify in writing under his hand what (if anything) shall be due or payable to, or by the employer, for the value of the said plant and materials so taken possession of by the Bank and the expense or loss which the Bank shall have been put to in procuring the works to be completed and the amount, if any, owing to the Contractor and the amount, which shall thereupon be paid by the Bank to the Contractor or by the Contractor to the Bank, as the case may be and the certificate of the architect shall be final and conclusive between the parties.

#### **54. Certificates & payments:**

The Contractor shall be paid by the Bank from time to time by installments under Interim certificates to be issued the Architect / Consultant to the Contractor on account of the works executed when in the opinion of the Architect, work to the approximate value named in the appendix as value of work for Interim Certificates (or less at the

reasonable discretion of the Architect / Consultant has been executed in Accordance with this contract, subject, however, to a retention of the Item of such value named in the appendix hereto as “retention Item from Interim Certificate”, until the total amount retained shall reach the named in the Appendix as “Total Retention Money”, after which time the installments shall be upto the full value of the work subsequently so executed and fixed in the building. The Architect / Consultant may in his discretion include the Interim Certificate, such amount, as he may consider proper on accounts of material delivered upon the site by the contractor for use in the works. And when the works have been virtually completed and the Architect/ Consultant shall have certified in writing that they have been completed, the contractor shall be paid by the Bank in accordance with the certificate to be issued by the Architect / Consultant the sum of money named in the Appendix “Installment after virtual completion” being a part of the said Total

Retention Money. And the contractor shall be entitled to the payment of the Final Balance in accordance with the Final Certificate to be issued in writing by the Architect at the expiration of the period referred to as “The Defects Liability Period” in the appendix hereto from the date of virtual completion, or as soon after the expiration of such period as the works shall be finally completed and all defects made good according to the true intent and meaning and hereof whichever shall last happen, provided always that the issue of the Architect / Consultant of any certificate during the progress of the works or at or after the completion shall not relieve the contractor from his liability under clause 2 and 20 nor relieve the Contractor from his liability in case of fraud, dishonesty or fraudulent concealment relating to the works or materials or to any matter dealt with in the certificate, and in case of all the defects and insufficiencies in the works or materials which is a reasonable examination would not have disclosed. No certificate of the Architect shall of itself be conclusive evidence that any works or materials to which it relates are in accordance with the contract, neither will the contractors have a claim for any amounts which the Architect / Consultant might have certified in any interim bill and paid by the Bank and which might subsequently be discovered as not payable and in this respect the Bank’s decision shall be final and binding.

The Architect/ Consultant shall have power to withhold any Certificate if the works or any parts thereof are not being carried out to his satisfaction.

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

No certificate of payment shall be issued by architect if the contractor fails to insure the works and keep them insured till the issue of Virtual completion certificate.

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 thereof in any respect

or the accruing of any claim nor shall it conclude determine or affect in any way the power of the Bank under these conditions or any of terms as to the final settlement and adjustment of the accounts or otherwise or in any other way vary or affect the contract.

#### **55. EXCEPTED MATTERS / MATTERS TO BE FINALLY DECIDED BY THE BANK:**

The decisions, opinion, direction, certificate with respect to all or any of the matters under this tender shall be final and conclusive and binding on the contractor and shall be without appeal. Any other decision, opinion, direction, certificate or valuation of the architect or any refusal of the architect to give any of the same, shall be subject to the right of arbitration and review. The Architect/ Consultant to give recommendations/ opinion in respect of interpreting the various clauses. However, the decision from the competent authority of the Bank shall be final and binding.

#### **56. SETTLEMENT OF DISPUTES BY ARBITRATION**

Wherever, in any of the documents forming part of the Contract, the Bank has been vested with the final powers, his decision, opinion, certificate or any other discretion shall be final conclusive and binding on the contractor and shall be without appeal. All other matters shall be subject to the right of arbitration.

All disputes or differences of any kind whatsoever save and except matters referred to in clause 1) arising out of or in connection with the Contract, whether during the progress of Work or after Completion and shall after written notice by either party to the contract to the other of them and to the Bank hereinafter mentioned be referred for adjudication to two Arbitrator, one each to be nominated by the Contractor and the Bank, who shall thereafter appoint an Umpire. The provisions of Indian Arbitration and Conciliation Act 1996 shall apply for the purposes.

The Work under the Contract shall, however, continue during the arbitration proceedings and no payment due or payable to the Contractor shall be withheld on account of such proceedings.

The Arbitrator shall be deemed to have entered on the reference on the date he issued notice to both the parties fixing the date of the first hearing.

The Arbitrator may from time to time, with the consent of the parties, enlarge the time for making and publishing the award.

The Arbitrator shall give a separate award in respect of each dispute or difference referred to him. The Arbitrator shall decide each dispute in accordance with the terms of the contract and give a reasoned award. The venue of arbitration shall be such place as may be fixed by the Arbitrator in his sole discretion.

The fees, if any, of the Arbitrator shall, if required to be paid before the award is made and published, be paid half and half by each of the parties. The cost of the reference and of the award including the fees, if any, of the Arbitrator who may direct to and by whom and in what manner, such costs or any part thereof shall be paid and may fix or settle and amount of costs to be so paid.

The award of the Arbitrator shall be final and binding on both the parties.

Subject to aforesaid the provisions of the Arbitration & Conciliation Act 1996 or any statutory modification or re-enactment thereof and the rules made there under, and for the time being in force, shall apply to the arbitration proceeding under this clause.

The Bank and the Contractor hereby also agree that arbitration under clause shall be a condition precedent to any right to action under the contract with regard to the matters hereby expressly agreed to be so referred to arbitration.

The Bank and the contractor hereby also agree that arbitration under clause shall be a condition precedent to any right to action under the contract with regard to the matters hereby expressly agreed to be so referred to arbitration.

**Jurisdiction:** All matters arising out of or in any way connected with this contract shall be deemed to have arisen in Madurai and only the courts in Madurai shall have jurisdiction to determine the same.

#### **57. RIGHT OF TECHNICAL SCRUTINY OF FINAL BILL**

The Bank shall have right to cause a technical examination of the works and the final bill of the works and the final bill of the 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 is found to have been overpaid or over certified, it shall be lawful for the Bank to recover the sum. The Bank reserves the right to alter / reduce amount certified by Consultant / Engineer, if noticed that certification is not proper.

The subject work will be scrutinized by the Chief Technical Examiner's Office, a technical wing of Central Vigilance Commission and other Vigilance and Audit Authorities of the Bank. Decision of this Authority shall be binding on the contractor. Any discrepancy noted defected shall be rectified by the contractor free of cost or appropriate amount will be recovered from the contractor's payment.

#### **58. BANK ENTITLED TO RECOVER COMPENSATION PAID TO WORKMEN:**

The Bank is obliged, by the virtue of the provisions of the workmen's compensation Act, 1923, or any statutory modification or re-enactment thereof to pay compensation to a workman employed by the contractor in execution of the works, the Bank shall be entitled to recover from the contractor the amount of compensation so paid, and without prejudice to the rights of the Bank under said Act. The Bank shall be at liberty to recover such amount or any part thereof by

deducting it from the security deposit or from any sum due to the contractor under this contract or otherwise. The Bank shall not be bound to contest any claim made against it under the said Act, except on written request of the contractor and upon his giving to the Bank full security to the satisfaction of the Bank for all costs for which the Bank might become liable in consequence of contesting such claim.

**59. ABANDONMENT OF WORKS:**

If at any time after the acceptance of the Tender, the Employer shall for any reasons whatsoever not require the whole or any part of the works to be carried out, the Architect/ Bank shall give notice in writing to the contractor who shall have no claim to any payment of compensation or otherwise whatsoever on account of any profit or advantage which he might have derived from the execution of the whole works but which did not derive in consequence of the foreclosure of the whole or part of the work.

**60. RETURN OF SURPLUS MATERIALS:**

Notwithstanding anything to the contrary contained in any or all the clauses of this contract, where any material for the execution of the contract is procured with the assistance of the Bank by purchase made under orders or permits or licenses issued by the Government, the contractor shall hold the said materials economically and solely for the purpose of the contract and not dispose of them without the prior written permission of the Bank, if required by the Bank, at the price to be determined by the Architect having due regard to the condition of the materials, the price to be determined not to exceed the purchase price thereof inclusive of Sales Tax, Octroi Duty and other such levies paid by the contractor in respect thereof. In event of the breach of the aforesaid condition, the contractor shall, in addition to being liable to action for contravention of the terms of license or permit and /or criminal breach of trust, be liable to Bank for all such moneys, advantage or profits resulting or which in the usual course would have resulted to him by reason of such breach.

**61. RIGHT OF BANK TO TERMINATE CONTRACT IN THE EVENT OF DEATH OF CONTRACTOR IF INDIVIDUAL.**

Without prejudice to any of the rights or remedies under this contract, if the contractor, being an individual dies, the Bank shall have the option of terminating the contract without incurring any liability for such termination.

**62. Materials Having Basic Price**

For materials for which a basic price has been stipulated in the tender, the variation in the actual cost of purchase from the basic price will be considered for adjustment (payment / recovery) in the tender cost due to incorporation of required quantity of such material in the works over different periods of time as per construction schedule. Rates should be however fair and competitive and verified by market enquiry by the Bank/ Consultant and the quantity purchased in every period should

be reasonable and advantageous, if any due to bulk purchase may be also taken into account.

Reinforcement Steel (TOR)	As mentioned in the Bill of Quantity
Reinforcement Steel (MS)	As mentioned in the Bill of Quantity
Cement	As mentioned in the Bill of Quantity
Granite slab	As mentioned in the Bill of Quantity
Granite Tile	As mentioned in the Bill of Quantity
Marble	As mentioned in the Bill of Quantity
Ceramic tiles	As mentioned in the Bill of Quantity
Interlocking / paver blocks	As mentioned in the Bill of Quantity
Vitrified tiles	As mentioned in the Bill of Quantity

The amount of difference in actual price and basic cost will be paid by the Bank if the increase is on higher side or the amount will be recovered if there is decrease in the prices. The clause will be operated irrespective of any ceiling in terms of time frame as stipulated for price variation adjustment wherein the contractor is supposed to complete specific value of work during first six months within which they are not entitled for PVA relief.

### 63. Office accommodation for Site Engineer.

The contractor shall provide, erect, and maintain at his cost a separate simple watertight office accommodation for the Site engineer/ PMC. This accommodation shall be well lighted and ventilated and provided with windows, door with lock. The site engineer's / PMC office shall be minimum of 150 Sq.Ft. and the contractor shall provide a desk, chairs, drawers, for keeping drawing, a cupboard having proper lock and a tack board for displaying drawings. The accommodation shall be demolished when directed. The contractor has to provide one peon for the said office who shall keep the office neat and tidy. The contractor shall also make arrangement for toilet facilities and drinking water. The office shall be provided with fan / air-cooler / aircondition as required.

### 64. Security arrangement at Site

Upon taking possession of the site, the contractor shall make arrangement of security by posting required number of security guards and flood light arrangement.

### APPENDIX / MEMORANDUM TO CONDITIONS OF CONTRACT

Estimated cost	Rs.2,89,800 + 18% GST
EMD	EMD shall be Rs.6,000/- payable in form of Demand Draft/Pay Order drawn from Scheduled Commercial Bank favoring Union Bank of India payable at Madurai.
Initial security deposit	The amount of ISD shall be 2% of the accepted value of the tender.

Date of commencement	10 <sup>th</sup> day from the date of acceptance of work order OR date of site possession, whichever is later.
Time for completion of work	As per time schedule given in tender document i.e. 5 days
Retention money to be deducted from the bills.	8% of the certified gross value of each running bill, till accumulating total security deposit including ISD.
Security Deposit	5% of Contract amount
Additional Security Deposit	If the percentage quoted by the bidder is below 20 percent of the scheduled /estimated project value, additional performance security of Twice the difference amount (i.e twice of (X - 20)% of quoted amount, where X denotes percent by which amount is quoted below) needs to be submitted in the office of the Regional Office Madurai.
Defect Liability Period	Twelve months from the virtual completion. However, if all the works or more than one works awarded to one contractor the defects liability period will be reckoned from the date of virtual completion of last work.
Period of Final Measurement	1 months.
Liquidated damages	Shall be 0.5% of contact amount per week of delay subject to ceiling of 10% of the accepted contract amount.
Value of works for Interim Certificates	60% of the work order amount or as decided by the Bank.
Payment after virtual completion	50% of total security deposit will be returned after (i) issue of virtual completion certificate by the project architect. (ii) Contractor's removal of his material, equipments, cleaning of site and against Bank Guarantee. Balance 50% of retention money shall be released 15 days after satisfactory completion of defect liability period.
Period for honouring interim certificate.	60% of the bill amount shall be honoured within 14 days after getting certificate from project architect and submitting to the Bank. Balance 40% bill amount payable within 30 days after checking by the Bank.
Recovery towards taxes.	As per rules applicable from time to time.

ation: Public

## SAFETY CODE

### 1. Scaffolds

- i. Suitable scaffolds shall be provided for workmen for all works that cannot safely be done from the ground, or from solid construction except in the case of short duration work which can be done safely from ladders. When a ladder is used, it shall be of rigid construction made either of good quality wood or steel. The steps shall have a minimum width of 450 mm and a maximum rise of 300 mm. Suitable hand holds of good quality wood or steel shall be provided and the ladder shall be given an inclination not steeper than  $\frac{1}{4}$  to 1 ( $\frac{1}{4}$  horizontal and 1 vertical).
- ii. Scaffolding or staging more than 4 m. above the ground floor, swung or suspended from an overhead support or erected with stationary support shall have a guard rail property bolted, braced or otherwise secured, at least 1 m. 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 openings 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.
- iii. Working platforms, gangways and stairways shall be so constructed that they do not sag unduly or unequally and if the height of the platform, gangway or stairway is more than 4 m above ground level or floor level, they shall be closely boarded and shall have adequate width and be suitably fenced as described in (ii) above.
- iv. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be 1 m.

Wherever there are open excavations in ground, they shall be fenced off by suitable railing and danger signals installed at night so as to prevent persons slipping into the excavations.

- v. Safe means of access shall be provided to all working places. Every ladder shall be securely fixed. No portable single ladder shall be over 9 m. in length while the width between side rails in rung ladder shall in no case, be less than 290 mm. for ladder up to and including 3 m. in length. for longer ladders this width shall be increased at least 20 mm. for each additional meter of length.
- vi. A sketch of the ladders and scaffolds proposed to be used shall be prepared and approval of the Engineer obtained prior to construction.

### 2. Other Safety Measure

- vii. All personnel of the contractor working within the plant site shall be provided with safety helmets. All welders shall wear welding goggles while doing welding work and

all metal workers shall be provided with safety gloves. Persons employed on metal cutting and grinding shall wear safety glasses.

- viii. Adequate precautions shall be taken to prevent danger from electrical equipment. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or the public.

### **3. Excavation & Trenching**

- ix. All trenches, 1.25 m. or more in depth shall at all times be supplied with at least one ladder for each 30 m. in length or fraction thereof. The ladder shall be extended from bottoms of the trench to at least 1 m. above the surface of the ground. Sides of trenches which are 1.5 m. or more in depth shall be stepped back to give suitable slopes or securely held by timber bracing so as to avoid the danger of sides of collapsing. The excavated materials shall not be placed within 1.5 m. of the edges of the trench or half of the depth of the trench whichever is more. Cutting shall be done from top to bottom. Under no circumstances undermining or undercutting shall be done.
- x. The contractor shall take all measure on the site of the work to protect the public from accidents and shall be bound to bear the expenses of defence of every suit, action or other proceedings at law that may be brought by any persons for injury sustained owing to neglect of the above precautions and to pay any such persons or which may with the consent of the contractor, be paid to compromise any claim by any such person.

### **4. Demolition**

- xi. Before any demolition work is commenced and also during the process of the work:
  - a. All roads and open areas adjacent to the work site shall either be closed or suitably protected.
  - b. No electric cable or apparatus which is liable to be a source of danger over a cable or apparatus used by the operator shall remain electrically charged.
  - c. All practical steps shall be taken to prevent danger to persons employed from the risk of fire or explosion or flooding. No floor, roof or other part of the building shall be so overloaded with debris or materials as to render it unsafe.

### **5. Personal Safety Equipment's**

- xii. All necessary personal safety equipment as considered adequate by the Engineer should be kept available for the use of the person employed on the site and maintained in a condition suitable for immediate use, the contractor should take adequate steps to ensure proper use of equipment by those concerned.

- a. Workers employed on mixing asphaltic materials, cement and lime mortars shall be provided with protective footwear and protective goggles.
- b. Those engaged in white washing and mixing or stacking of cement bags or any material which is injurious to the eyes shall be provided with protective goggles.
- c. Those engaged in welding works shall be provided with welder's protective eyesight lids.
- d. Stone breaks shall be provided with protective goggles and protective clothing and seated at sufficiently safe intervals.
- e. When workers are employed in sewers and manholes, which are in use, the contractor shall ensure that the manhole covers are opened and are ventilated at least for an hour before the workers are allowed to get into manholes and the manholes so opened shall be cordoned off with suitable railing and provided with warning signals or boards to prevent accident to the public.
- f. The contractor shall not employ men below the age of 18 years and women on the work of painting with products containing lead or any toxic material in any form. Wherever men above the age 18 are employed on the work of such painting the following precautions should be taken:
  - i. No paint containing lead or lead products shall be used except in the form paste or readymade paint. Paints like vinyl and epoxies having toxic fumes should be applied after following all precautions laid down by manufactures.
  - ii. Suitable face masks should be supplied for use by the workers when paint is applied in the form of spray or a surface having lead paint dry rubbed and scrapped.
  - iii. Overalls shall be supplied by the contractor to the workmen and adequate facilities shall be provided to enable the working painters to wash during the cessation of work.
  - xiii. When the work done near any public place where there is risk of drawings all necessary equipments should be provided and kept ready for use and all necessary steps taken for prompt rescue of any person in danger and adequate provision should be made for prompt first aid treatment of all injuries likely to be sustained during the course of the work.

## **6. Hoisting Machines**

- xiv. Use of hoisting machines and tackle including their attachments anchorage and supports shall confirm to the following standards or conditions:
  - i.a. These shall be of good mechanical constructions sound material and adequate strength and free from patent defect and shall be kept in good repair and in good working order.

- i.b. Every rope used in hoisting or lowering materials or as means of suspension shall be of durable quality and adequate strength and free from patent defects.
- ii. 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 including any scaffolding winch or give signals to operator.
- iii. In case of every hoisting machine and of every chain ring hook, shackle shovel and pulley block used in hoisting or as means of suspension the safe working load shall be ascertained by adequate means. Every hoisting machine and all gear referred to above shall be plainly marked with the 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 any gear referred to above in this paragraph shall be loaded beyond the safe working load except for the purpose of testing.
- iv. In case of departmental machines, the safe working load shall be notified by the Engineer. As regards contractor's machines, the contractor shall notify the safe working load of the machine to the Engineer whenever he brings any machinery to site of work and get verified by the Engineer concerned.
- xv. Motors, gearing, transmission, electrical wiring and other dangerous parts of hoisting appliances should be provided with efficient safeguards. Hoisting appliances should be provided with such means as will reduce to the minimum of the risk of any part of a suspended load becoming accidentally displaced. When workers are employed on electrical installations which are already energized, insulating mats, wearing apparel, such as gloves, sleeves and boots as may be necessary, should be provided. The workers should not wear any rings, watches and carry keys or other materials which are good conductors of electricity.
- xvi. All scaffolds, ladders and other safety devices mentioned or described herein shall be maintained in safe condition and no scaffold, ladder or equipment shall be altered or removed while it is in use. Adequate washing facilities should be provided at or near places of work.
- xvii. These safety provisions should be brought to the notice of all concerned by display on a notice board at a prominent place at work spot. The person responsible for compliance of the safety code shall be named therein by the contractor.
- xviii. To ensure effective enforcement of the rules and regulations relating to safety precautions the arrangements made by the contractor shall be open to inspection by the Labour Officer, Engineer of the Department or their representatives.
- xix. Notwithstanding the above clause from (i) to (xviii), there is nothing in these to exempt the contractor from the operation of any other Act or Rule in force in India.

## ADDITIONAL CONDITIONS

1. **Tenderer to inspect Site:** The tenderer shall visit and examine the construction site and satisfy himself as to the nature of the existing roads or other means of communications, the character of the soil and the excavation, the extent of magnitude of the work and facilities for obtaining material and shall obtain generally his own information on all matters affecting the execution of the work. No extra changes made in consequence of any misunderstanding or incorrect information on any of these points or on 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 compiling the tender shall be borne by the Tenderer and no claim for reimbursement thereof shall be entertained.
2. **Access to Site:** The tenderer is to include in his rates for forming access to the Site with all temporary roads gangways required for the works.
3. **Setting out:** The tenderer shall set out the building in accordance with the plans. All grid/centre lines shall be pegged out to satisfaction of the Architects. The tenderer shall be responsible for the 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 charge.

The tenderer shall construct and maintain proper benches at the intersection of all main walls, columns, etc., in order that the lines and levels may be accurately checked at all times.

4. **Treasure Trove:** Should any treasure, fossils, minerals, or works of art of antiquarian interest be found during excavation or while carrying out the works, the tenderer shall give immediate notice to the Architects of any such discovery and shall make over such finds to the Employer.
5. **Attendance upon all Trades :** The general tenderer shall be required to attend on all the Tradesman or Sub-contractor/ contractors appointed by the Bank for WaterSupply & Sanitary, Electrical installation, Air-conditioning, Security Equipment, Hardware, Telephone and other special contactors. The rates quoted shall be inclusive of attendance and also allow the contractors and retain until such times the relevant Sub-contract works are completed.
6. **Gate-Keeper and Watchmen:** The tenderer from the times of being placed in possession of the Site must make arrangements for watching, lighting and protecting the work, all materials, workmen and the public by day and night on all days including Sundays and holidays at his own cost.

7. **Sheds for materials :** The contractor shall provide all necessary sheds of adequate dimensions for shortage and protection of materials like cement, lime, timber, and such other materials including tools and equipments which are likely to deteriorate by the action of sun, wind, rain or other natural causes due to exposure in the open. Cement godown shall be constructed for storing about six weeks' requirement of cement and stored as per norms with a stack of 10 bags each and 2 feet opening all around with 2 feet passage of each stack. Structure shall be waterproof from all the sides and top. Cement should be stored one feet above the ground level and have pucca raised floor.

Reinforcement bars are to be stored above the ground level to prevent the same from getting rusted.

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 Architects.

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

8. **Cost of transporting:** The tenderer shall allow in his cost for all transporting, unloading stacking and storing or supplies of goods and materials for this work on the site and in the places approved from time to time by the Architects. The tenderer shall allow in his price for transport of all materials controlled or otherwise to the site.
9. **W.C and Sanitary accommodation and office Assessors and accommodation:** The tenderer shall provide at his own cost and expense adequate closet and sanitary accommodation complying in every respect to the rules and regulations in force of the local authorities and other public bodies, for his workmen of nominated subcontractors and other contractors working in the building, the assistant engineer and other employer's agent connected with this building project and maintain the same in good working order.

The tenderer shall also provide at his own expense adequate office and shall maintain the same in a satisfactory condition and shall provide light, fan and attendant, etc... for the same and shall remove them after completion of works. He shall arrange to supply at his own expense, office furniture with drawing assessors for the official use of the assistance engineer and at all times maintain in good working order a dumpy level and a Theodolite at Site, to enable the Site Engineer to check the lines and levels of work.

10. **Materials, Workmanship & Samples:** 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 work as early

as necessary and ensure that such materials are on site well ahead of requirement 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.

11. **Rates for Non-Tender Items:** Rates of items not included in Schedule of Quantities shall be settled by the Architects as mentioned in the variation clause of the Contract Conditions.
12. **Rate to include:** The rates quoted shall be for all heights and depths and for finished work.

The contractor shall ascertain from other contractors as directed by the Architects all particulars relating to their work with regard to the order of its execution and the position in which cases, holes and similar items will be required, before the work is taken in hand as no claims for extras will be allowed for cutting away work already executed in consequence of any neglect by the contractors to ascertain these particulars beforehand.

Before ordering materials, the contractors shall get the samples approved from the Architects well in time.

13. **Testing of work and material:** The contractors will have to carry out testing of the material at regular interval to proof quality, soundness and efficiency of the material. Expenditure required for testing and transportations shall be borne by the tenderer.
  - Cost of testing and transport will be borne by contractors.
  - Any other materials will be tested by contractors at his own cost as per the instruction of Architect and Bank from time to time.
  - Frequency stated above is minimum and the Contractor may have to test materials with any frequency or as instructed by Bank/Architects without any cost.

If after any such test the work or portion of works is found in the opinion of the Architect to be defective or unsound, the contractor shall pull down and re-do the same at his own cost. Defective materials shall immediately be removed from the site.

14. **Foremen and Tradesmen:** All tradesmen shall be experienced men properly equipped with suitable tools for carrying out the work of carpentry and joinery and other specialist trades in a first class manner and where the Architects deemed necessary, the contractor shall provide any such tools, special or ordinary which are considered necessary for carrying out the work in a proper manner.

All such tradesmen shall work under an experienced and properly trained foremen, who shall be capable of reading and understanding all drawings, pertaining to this

work and the contractor shall also comply with other conditions set out in Clause 9 of the conditions of the contract.

15. **Work Programmed/ weekly progress report:**

The contractor shall prepare and submit to architects for approval, a bar chart showing the programme of construction of various items, fitted within the period stipulated for completion, within 15 days of the communication of the acceptance of the tender. The contractor shall also furnish necessary particulars to the site engineer for compiling weekly progress reports in the form furnished by the architects.

16. **Photographs:** The contractor shall at his own expense supply to the architects with triplicate copies of large photographs not less than 25cm x 20cm (10"x8") of the works taken from two approved portions of each building, at intervals of not more than three months during the progress of the work, or at every important stage of construction.

17. **Clearing of Site:** The contractor shall after completion of the work clear the site of all the debris and left over materials at his own expense to the entire satisfaction of the Architects and Municipal or other public authorities.

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

18. **Vouchers:** The contractor shall furnish the 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 orders to work out the rate analysis of the non-tender items which he may be called upon to carry thereafter.

19. **Consultant's decisions are final & binding on both the parties:**

For all matters not specifically provided for herein the provisions of General and Special Tender Documents shall apply and the rights and liabilities of the parties shall be decided accordingly. The decision of the Consultant in this regard shall be final and binding, provided that decision is based on contract clauses executed.

20. **Settlement of dispute:**

Wherever, in any of the document forming part of the contract, the Consultant has been vested with final powers, his decisions, opinion, certificate or any other discretion shall be final, conclusive and binding on the parties and shall be without appeal. All other matters shall be subject to the right of arbitration.

21. **TYPE OF CONTRACT:**

ation: Public

The Contractor shall be paid for the actual quantity of Work done, as measured at Site, at the Item quoted by him in the Contract Bills.

22. **Schedule of Quantities:**

The schedule of Quantities given in the Contract Bill is provisional and is meant to indicate the intent of the Work and to provide a uniform basis for tendering. The Bank reserves the right to increase or decrease any of the quantities or to totally omit any item of Work and the Contractor shall not claim any extras or damages on these grounds.

23. **Contract Sum (Consideration):**

The rates and Items quoted by the Contractor in the priced bill of quantities (Contract Bills) shall be treated as firm and the contract sum shall be deemed to have been calculated with reference to the cost of execution of Works as set out in price bid of Contract Documents and shall not be adjusted or altered for any reason.

24. **Idle Labour/ Machinery:**

Whatever the reason may be, **no claim** for idle labour, additional establishment cost of hire and labour charges of tools & plants would be entertained under any circumstances, even if the work is delayed / abandoned for any reason.

25. **Provisional Completion of works:**

The Works shall be deemed to have been provisionally accepted after fulfilment of all the following by the Contractor:

- (a) Obtaining approvals from local Authorities as required for occupation and use of the Works and handing over such certificates to the Engineer as follows :-
  - (i) Sewer drainage approval up to drainage completion including required submission drawings, certificates and required follow up with Authorities/Authority - Concern Department of statutory authority.
  - (ii) Storm water drainage approval upto storm water drain completion including required submission drawings, certificate and required follow up with Authorities/Authority - Concern Department of statutory authority.
  - (iii) All required approval/permission for temporary structures, temporary water connection and temporary electrical connection for construction purpose from the authorities/authority - Concerned Government Authority.

- (b) Submitting As-Built drawings (Contractor shall mark all the services on drawings issued by the Engineer), Catalogues, Brochures, Data Sheets, manuals as directed by the Engineer.
- (c) Obtaining certificate of Completion from the Consultant.
- (d) Handing over of the Works to the Bank as directed by the Consultant.

26. **Non-compliance of instructions:**

If within seven days after receipt of a written notice from the Consultant, requiring compliance with an instruction the Contractor does not comply therewith, then the Bank may employ and pay other persons to execute any Work whatsoever which may be necessary to give effect to such instructions and all cost incurred with such employment shall be recoverable from the Contractor by the Bank as a debt or may be deducted by him from any monies due or to become due to the Contractor under this Contract.

Upon receipt of what purports to be instruction issued to him by the Consultant the Contractor may request the Consultant to specify in writing the provision of these conditions which empowers the issue of the said instructions. The Consultant shall forthwith comply with any such request, and if the Contractor shall thereafter comply with the said instruction, then the issue of the same shall be deemed for all purposes of this Contract to have been empowered by the provision of these Conditions specified by the Consultant in answer to the Contractor's request.

27. **Certification of Bills in absence of 'Claimant's Engineer:**

If the Contractor fails to attend or neglects or omits to send his agent at the time of taking measurement or for examining the records or drawings then the measurements so taken by the Consultant, the records and drawings as prepared by the Engineer shall be taken to be correct, final and conclusive.

28. **Interim payment as adhoc against final bill:**

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 thereof in any respect or the accruing of any claim, nor shall, it conclude, determine or affect in anyway the power of the Bank under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise or in any other way vary or affect the contract. The final bill shall be submitted by the Contractor within one month of the date fixed for completion of the Work or of the date of certificate of

completion furnished by the Engineer and payment shall be made within six (6) weeks from the date of receipt of final Certificate from the Consultant.

29. **Cessation of Bank's liability:**

The Bank shall not be liable to the Contractor for any matter or thing arising out of or in connection with the Contract or the execution of the Works, unless the Contractor shall have made a **claim in writing** before the giving of Certificate of Final Completion.

30. **In respect of building cleaning:**

On completion the Contractor shall clean all windows and doors including the cleaning and oiling if necessary, of all hardware, inside and outside, all floors, staircases, and every part of the building. He will leave the entire building neat and clean and ready for immediate occupation and to the satisfaction of the Bank.

31. **In respect of extension and claims of contractor:**

The Contractor, in his application for grant of time shall clearly bring out the **financial effect** of extension of time requested by him. In case no financial effect is stated in the request for grant of extension of time, the same shall be taken as zero and it shall be presumed that the Contractor has mitigated whole of the losses due to the delays of all kinds.

32. **In respect of contractor cannot claim extra cost:**

Provided that the Contractor shall **not been titled to recover** any such extra cost unless he gives written notice to the Consultant of his intention to claim within twenty-eight days of the Consultant's order. The Consultant shall in consultation with the Bank settle and determine such extra payment and/or extension of time to be made to the Contractor in respect of such claim as shall, in the opinion of the Consultant, be fair and reasonable, and provided the Contractor has taken all steps to mitigate the losses.

33. **In respect of no compensation to contractor for increasing work progress:**

If for any reason, we doesn't entitle the contractor to an extension of time, the rate of progress of the works or any section is at any time, in the opinion of the Consultant, too slow to ensure completion by the prescribed time or extended time for completion. The Consultant shall so notify the contractor in writing and the contractor shall thereupon take such steps as are necessary and the Consultant may approve to expedite progress so as to complete the works or such sections by the prescribed time or extended time. The contractor shall **not be entitled to** any additional payment for taking such steps.

34. **In respect of no additional cost for scheduling and programming:**

The contractor shall mobilize or remobilize or adjust his resources according to the priorities set by the Employer at no extra cost to the Employer.

**PROFORMA FOR APPLICATION FOR EXTENSION OF TIME PERIOD**

1.	Name of Contractor	:	
2.	Name of the work as given in the Agreement	:	
3.	Agreement No.	:	
4.	Estimated tender amount	:	
5.	Date of Commencement of work as per Agreement	:	
6.	Period allowed for completion of work as per Agreement.	:	
7.	Date of Completion stipulated in Agreement.	:	
8.	Period for which extension of time has been give previously	:	
a)	1st extension vide Architect's /Bank's letter	:	
	No.	Dated	Month Days
b)	2 <sup>nd</sup> extension vide Architect's /Bank's letter	:	
	No.	Dated	Month Days
c)	3 <sup>rd</sup> extension vide Architect's /Bank's letter	:	
	No.	Dated	Month Days
d)	4 <sup>th</sup> extension vide Architect's /Bank's letter	:	
	No.	Dated	Month Days

ation: Public

	Total extension previously given	:	
9.	Reason's for which extensions have been previously given (Copies of the previous applications should be attached)	:	
10.	Period for which extension is applied for	:	
11.	Hindrances on account of which extension is applied for with dates on which hindrances occurred and the period for which these are likely to last.	:	
a)	Serial No.		
b)	Nature of Hindrance		
c)	Date of occurrence		
d)	Period for which it is likely to last.		
e)	Period for which extension required for this particular hindrance		
f)	Over lapping period if any, with reference to item (e) above		
g)	Net extension applied for		
h)	Remarks, if any		
12.	Extension of time required for extra work	:	
13.	Details of extra work and the amount involved	:	
a)	Total value of extra work		
b)	Proportionate period of extension of time on estimated amount put to tender.		
14.	Total extension of time required for 11 & 12	:	

Submitted to the Architect/Bank .....

Date:

Signature of Contractor

## **SPECIFICATIONS AND MEASUREMENTS FOR AIR-CONDITIONING WORKS**

### **1.0 Scope**

1.1 Supply Installation, testing and commissioning of the split air-conditioners meeting in all respects the intents of the specifications. The supply of the units shall comprise:

- a) Outdoor unit
- b) Indoor Unit
- c) Refrigerant piping connecting the two and drain piping
- d) Electrical wiring from the socket - outlet through the indoor and outdoor units with provision for local remote control.

### **2.0 Outdoor Unit**

2.1 The outdoor condensing unit shall comprise a compressor, condenser coil, condenser fan, refrigerant connections and a casing. The compressor shall be hermetic type resiliently mounted for quiet operation. The compressor drive shall be a single- phase motor refrigerant cooled and shall have an inbuilt over load protector. The unit shall be capable of frequent starting and stopping without causing any over load.

2.2 The condenser coil shall be a copper tube with aluminum fins. The tube diameter shall be not less than 10mm with a wall thickness of 0.4 mm copper. Tube shall have aluminum fins adequately bonded through a process of mechanical expansion. The number of fins shall not exceed 520 per meter (13 per inch) and the number of rows in each case shall be for the specified output. The condenser fan shall be a multi-blade propeller type designed for low noise and directly driven by a totally enclosed fan motor. The refrigerant connections shall be brought out into plain stub ends.

2.3 All the components shall be enclosed in a casing formed from heavy gauge 1.6mm galvanized sheet steel totally rust inhibited.

### **3.0 Indoor Unit**

3.1 The indoor unit shall be versatile and shall be capable of mounting on the ceiling with simple site alteration. The unit shall consist of an evaporator fan and motor, evaporator coil, wherever shown in drawing additional drain tray, air filter, outlet for duct connection and controls shall be provided.

3.2 The evaporator fan shall be double inlet; double width centrifugal forward curved impellers statically and dynamically balance. The impellers shall be mounted on either side of a double shafted 2/3 speed motor directly driving the fans. The fans shall be housed in a sheet steel a high impact ABS plastic enclosure which is acoustically treated. The evaporator coils shall be similar to the condenser coil and made of copper tube with aluminum fins and the refrigerant lines brought out to plain stub ends within the unit casing.

3.3 All duct able split air conditioner should have of the following controls.

- High Pressure Cut Out.
- Low Pressure Cut Out.
- Protection for motor.
- Over load protector.

### **4.0 Installation**

4.1 The outdoor unit shall be installed as mentioned in the NIT. The indoor unit shall be ceiling suspended as shown on drawings/ as per the requirement of client.

4.2 Refrigerant lines shall be inconspicuously and generally as shown in the drawings and as directed on site. The suction and liquid lines shall be bonded together and insulated with 6mm thick elastomeric tubing. All power wiring shall be drawn from the nearest socket outlet and shall include the control wiring, power wiring, on-off switch with speed controller.

4.3 All pipe sizing shall be done taking into account the length and rise.

4.4 A 12mm insulated drain pipe shall be provided as shown on the drawing and as directed on site.

### **5.0 Testing**

5.1 The unit shall be tested for establishing the capacity and power consumption. Tests shall be carried out in accordance with IS 5141 - 1969 (revised upto date) computed results shall tally with specified capacity and power consumption figures furnished with the tender offer.

5.2 On completion of piping the system and the piping shall be tested using Nitrogen gas by raising the pressure to 1.5 times the working pressure and holding the test pressure for 3 hours.

5.3 Tests shall be carried out on

- a) the compressor and drive motor side
- b) condenser side for heat rejection
- c) Cooling coil for cooling capacity
- d) Evaporator air volume

5.4 A test certificate from prototype factory tests will be acceptable.

## 6.0 Mode of Measurement

6.1 Each unit shall be measured as one item of work which shall consist of:

- a) Outdoor unit
- b) Indoor unit
- c) Refrigerant and drain piping (with insulation)
- d) Electrical power control wiring, room thermostat and control panel
- e) Refrigerant cage & Oil
- f) Erection
- g) Commissioning and testing

## 7. REFRIGERENT PIPING.

7.1 Scope. The scope of this section covers supply, installation of refrigerant piping & drain piping with insulation as specified here & as shown in the drawings.

7.2 Refrigerant copper Piping

- 16/18 gauge copper tubing shall be used to make connections to equipment's wherever required.
- Flare fittings e.g. flare nuts; tees, elbows, reducers etc. shall be of brass.
- The pipes and fittings shall be connected by means of welded joints. The connections to gauges, controls etc. (if any) shall be with soft copper tubing and flare fittings. Refrigerant piping routing shall be decided by Engineer - in - Charge.
- The refrigerant piping installation shall be as per drawing.

7.3 Drain Piping.

- All condensation drainage shall be pitched in the direction of flow to ensure adequate drainage with an adequate trap seal to prevent leakage / infiltration.
- Provide pitch of 20 mm per meter for a smooth drainage of condensate.
- Condensate drain piping fixing shall be as per drawing.
- The routing of Drain Piping shall be decided by Architect/ Engineer - in - Charge.
- The material for the drain pipe is GI.
- Drain piping supporting shall be as per drawing.

7.4 Suction Line Insulation.

The Suction Line shall be insulated with 19mm thk. Nitrile Rubber Insulation covered with aluminum foil (As per Specified with K Value of 0.027-0.029 K Cal/Hr.M Deg C at 0-16 Deg C)

7.5 Drain Piping Insulation.

The drain pipes shall be insulated with 25mm thick TF quality EPS insulation (density 16kg/cum) finished with 26 G al cladding.

7.6 Mode of Measurement.

- Refrigerant pipes with insulation shall be in linear measure along the center line of the pipe including accessories, supports etc and paid for per RMT.
- Condensate drain pipes with insulation shall be in linear measure along the center line of the pipe including accessories, supports etc and paid for per RMT.

## 8. ELECTRICALS

8.1 Scope.

The scope of this section covers supply, installation & Testing of cables, Control Panel with Voltmeter & Ammeter connecting Indoor Unit & Outdoor Unit as per specification.

8.2 Electrical.

- The supply should be complete with appropriate earthing as per IE Rules.
- Each Unit should have a separate control panel. The control panel shall consist of Voltmeter & Ammeter with selector switches.
- Depending on the number and capacity of units to be installed, each unit should have separate control through a main incoming switch with adequate capacity of approved makes.
- Each ODU should have separate SFU adjacent to the unit / within the unit and visible from the unit.
- Electrical cabling should be done with armored copper cable of approved makes only.
- Fuse switches should be HRC cartridge type with visible indication.
- The cabling shall be done as per drawings or instruction from Engineer - in -charge.
- The cabling supporting shall be done as per drawing.

**AIR DISTRIBUTION**

1.1 Scope

The scope of this section comprises of supply, fabrication, installation and testing of all sheet metal ducts and supply, installation, testing and balancing of grilles and diffusers, in accordance with these specifications and the general arrangement shown in the drawings. The duct work will conform to IS standards/codes and relevant ASHRAE Guidelines. For this purpose, it is contractors responsibility to arrange at site all necessary equipment's like drilling machine, welding machine, etc. and necessary work force. The duct rates mentioned in the BOQ are inclusive of nuts, bolts, sheets, supports, gaskets etc. complete and duly installed.

1.2 Duct Material

The material for various application of air distribution ducting shall be as follows: -

Application	Material
<i>Thickness of Sheets for Rectangular Duct Construction</i>	
<b>Maximum Side Thickness of Sheets</b>	<b>Gauge</b>
Upto 750 mm.	0.63 mm 24
From 751 to 1500 mm	0.80 mm 22
2) Supports & Duct Flanges.	Mild Steel Structural Steel Sections.
3) Gasket.	Foamed rubber.
4) Bonding	Mastic Sealant.

1.3 Duct Fabrication.

The ducts shall be fabricated from galvanized steel sheets (GSS) class VIII conforming to ISI:277 - 1962 (revised) or aluminum sheets conforming to IS:737 - 1955 (for aluminum ducts, if any). The thickness of the sheets should be as follows:

- 1.4 All galvanized plain sheets shall be reasonably flat and free from twist. The zinc shall be clean, even and free from galvanized spots. Sheets shall not crack or peel during bending or fabrication. All sheets shall be procured from approved manufactures.
- 1.5 All ducts for air conditioning and ventilation shall be rectangular in cross section and fabrication.
- 1.6 All duct shall be fabricated and installed unless otherwise stated as per IS : 655 - 1963 with amendment - 1 (1971 edition.)

Ducts shall be straight and smooth on the inside with neatly finished joints. All joints shall be made airtight. The gauges, joints and bracing for sheet metal duct work shall further conform to the provisions as shown on the drawings. The internal ends of slip joints shall be made in the direction of air flow. Ducts larger than 1000 mm shall be cross-broken. Duct sections upto 1200mm length may be used with bracing angles omitted. Tapering angle should not be more than 30 degree. Change in dimensions and shape of ducts shall be gradual. Curved elbows shall have a centre line radius equal to one and half of the duct. All Air turns of 45 degree or more shall be installed in all abrupt elbows and shall consist of curved metal blades or vanes arranged to permit the air to make the turns without appreciable turbulence. Guide vanes shall be fabricated out of 0.63 mm (24 SWG) thick G. S. sheets and equally spaced on side runner to be riveted /bolted to duct sheets. Guide vanes shall be securely fastened to prevent noise or vibration. GI splitter dampers complete with brass metal lever shall be installed at each bifurcation/trifurcation point of duct for proper flow of air quantity in each duct. Joints, seams sleeves, splitters, branches, take-offs and supports are to be as per duct details as specified.

### 1.7 Duct Installations

- 1) Air Conditioning. Cold rolled sheets continuous galvanised with a zinc coating of 120GSM
- 2 All ducts shall be installed as per the<sup>as</sup> drawings per IS: 277 and - 1977. in strict accordance with approved for construction drawings prepared by the contractor.
- 3 During the construction the contractor shall temporarily close duct openings with sheet metal covers / polyethylene sheets to prevent debris-entering ducts and maintains them clean.
- 4 covers / polyethylene sheets to prevent debris-entering ducts and maintains them clean.
- 5 All necessary allowances and provisions shall be made by the contractor for beams, pipes or other obstructions in the buildings, whether or not the same are shown on the drawings. Where it becomes necessary to avoid beams or other structural work, plumbing or other pipes and / or conduits, the ducts shall be transformed, divided or curved to one side, the required area being maintained as approved or directed by the Architect/Consultants.
- 6 If a duct cannot be run as shown on the drawings, the contractor shall install the duct between the required points by any path available, subject to the approval of the Architect/Consultants.
- 7 All duct work shall be of high quality approved galvanized steel sheet, guaranteed not to crack or peel on bending or fabrication of ducts.
- 8 All ducts shall be installed as per the drawings per IS: 277 and - 1977. in strict accordance with approved for construction drawings prepared by the contractor.
- 9 During the construction the contractor shall temporarily close duct openings with sheet metal covers / polyethylene sheets to prevent debris-entering ducts and maintains them clean.
- 10 All necessary allowances and provisions shall be made by the contractor for beams, pipes or other obstructions in the buildings, whether or not the same are shown on the drawings. Where it becomes necessary to avoid beams or other structural work, plumbing or other pipes and / or conduits, the ducts shall be transformed, divided or curved to one side, the required area being maintained as approved or directed by the Architect/Consultants.
- 11 If a duct cannot be run as shown on the drawings, the contractor shall install the duct between the required points by any path available, subject to the approval of the Architect/Consultants.
- 12 All duct work shall be of high quality approved galvanized steel sheet, guaranteed not to crack or peel on bending or fabrication of ducts.
- 13 All ducts shall be rigid and shall be supported from the ceiling / slab by means of MS Rods of 8 mm (3/8") dia. with MS angles at the bottom as shown in the drawing. The rods shall be anchored to RC slab using Anchor/dash fasteners. A rubber gasket of 5 mm thickness shall be provided between duct and angle to avoid metal-to-metal contact and vibration. Double nuts will be provided under angle supports.
- 14 The hanger spacing for duct supporting shall be not more than 2 meters.
- 15 Where ducts touch with wall or ceiling or beams or columns or floor, a rubber gasket of 5 mm thickness shall be provided between them.
- 16 All flanges, bracing and supports are to be mild steel and are to be essentially given a coat of red oxi

Fire retarding flexible canvas / Rexene connections not less than 100 mm and not more than 200 mm are to be fitted to the delivery of all IDU's.

17.0 Duct Supports.

Duct supports shall be as follows:

Duct Perimeter	Support.	Location. (mm)
Up to 1800	40 X 40 X 3 mm MS angle With 9 mm tie rod.	At Transverse Joints.
Over 1800 to 2500	40 X 40 X 6 mm MS angle With 12.5 mm tie rod.	At Transverse Joints.
Over 2500	50 X 50 X 6 mm MS angle With 15 mm tie rod.	At Transverse Joints.

17.1 Volume Control Damper (VCD) & Duct damper

- The Volume Control dampers & Duct Dampers shall be lever operated and complete with locking devices, which will permit the dampers to be adjusted and locked in any position, and clearly indicating the damper position.
- The dampers shall be of splitter, butterfly or louver type. The damper blade thickness shall not be less than 1.25 mm (18 gauge).
- Manual volume opposed blade dampers shall be complete with frames and bronze bearings as per drawings. Dampers and frames shall be constructed of 1.6 mm thick galvanized steel sheets and blades shall not be more than 225 mm wide.
- For air balancing an opposed blade damper with quadrant and thumbscrew lock should be provided.
- At the junction of each branch duct with main duct VCD's must be provided. At the delivery of all IDU's VCD's must be provided.
- The dampers shall be of Extruded aluminum.
- Installation of VCD's shall be as per drawings.

16.2 Fire Damper

- Dampers could be fusible link type as indicated in BOQ.
- Fire dampers shall be provided at the delivery of all IDU's.
- The dampers shall be of multiple blade type. The blades shall be constructed with minimum 1.8 mm thick aluminum sheets. The frame shall be of 1.6 mm thick. Other materials shall include return spring, locking device and temperature sensor.
- Installation of fire damper shall be as per drawings.

16.3 Standard Grilles and diffusers

- The supply and return air grille/diffuser shall be fabricated from extruded aluminum sections of thickness not less than 1.5 mm. The supply air grille/diffuser shall have single / double louvers. The front horizontal louvers shall be of adjustable type. The rear vertical louvers shall be of aluminum extruded sections and adjustable type. The return air grille shall have single horizontal extruded section fixed louvers.
- The damper blades shall also be of extruded aluminum. The grille flange shall be fabricated out of aluminum-extruded section. Grilles longer than 450 mm shall have intermediate supports for the horizontal louvers.
- The ceiling type square/circular diffusers shall be of aluminum-extruded section with flush or stepdown face.

- All supply diffusers shall be provided with extruded aluminum dampers, with arrangement for adjustment from the bottom. (The center portion should be spring loaded for easy removal and fitting).
- All grilles and diffuser shall be epoxy powder coated of 15 Micron in approved color.
- Diffuser and grille shall be installed as per drawings.
- The linear grilles shall be provided with End Pieces at ends.

#### 16.4 Fresh Air arrangements

- Extruded aluminum construction duly anodized (20 microns and above) fresh air louvers with bird screen and extruded construction dampers shall be provided in the clear openings in the masonry walls near the IDU's or as per drawing.
- Louvers, dampers, cowl, ducts and fresh air fan, if required with speed regulator shall be provided as shown in the drawings and as per Bill of Quantities.
- Fresh air dampers shall be of interlocking, opposed blade louver type. Blades shall be similar to those specified in "Air Distribution".
- Fresh air fan and fresh air intake as per BOQ.

#### 16.5 Testing and Balancing

- After completion of the installation of the complete air distribution system all ducts shall be tested for air leaks. All dampers of supply air diffuser and supply air grille shall be balanced as per user's requirements. The entire air distribution system shall be balanced using approved anemometer.

#### 16.6 Mode of Measurement.

All sheet metal ducting complete with duct supports, turning vanes, canvas connections erected in position shall be measured externally and paid per unit. All dampers shall be excluded in the duct area.

All manual control/splitter including Fire & Volume control damper sections with operations linkages, locking quadrant, sheet steel enclosure, frame, erection, supporting etc. shall be measured on the basis of quantity as mentioned in BOQ and will be paid as per unit rate.

Fresh air louvers with bird screen, damper, frame, ducting, erection & sealing shall be measured on the basis of quantity as mentioned in BOQ and will be paid as per unit rate.

Grilles/diffuser including volume control damper, installation etc. will be measured on the basis area and paid per unit area.

#### 1.2 Duct Thermal Insulation Thermal Insulation:

The ducts shall be insulated with 19mm thick Al foil faced nitrile rubber (Class: O). All joints shall be sealed with 50 mm wide adhesive based aluminum tape. The thermal conductivity of the material shall be not more than 0.032 W/(m0K) and density not less than 33 kg/m<sup>3</sup> .

#### 1.3 Duct Acoustic Insulation

Acoustic  
Insulation:

- Acoustic insulation of duct shall be with 12 mm thick rigid board of fiber glass wool of density 48 kg/m<sup>3</sup> and covered with 32 G Perforated Aluminum sheet and fastened with sheet by screw and washer with pitch not less than 12 inches.
- Acoustic insulation shall be as per drawing after cleaning the internal surface of the duct to make it free from dirt and dust.

#### 1.4 Mode of Measurement.

Acoustic Insulation shall be calculated on the basis of the prime duct size and paid for per unit area. All duct thermal insulation shall be measured on the basis of duct prime surface area with addition of insulation thickness and paid for per unit area.

## I. S. CODES

Following IS CODES will be applicable for the project.

1. IS : 655 - 1963 : Ducting work.
2. IS : 659 - 1964 : Safety Code for Air-conditioning.
3. IS : 660 - 1963 : Safety Code for Mechanical Ref.
4. IS : 5111-1969 : Code of Practice and Measurement Procedure for Testing Refrigerant compressors.
5. IS : 325-1970 : Specifications for 3 Ph. Induction Motor. Also confirm to IS : 1231 for Foot Mounted and IS : 2223 for flange mounted motors.
6. IS : 2147-1962 : Degree of protection provided by enclosures for low voltage switch gears and control gears.
7. IS : 3012-1965 : Code of Practice for installation PART-I) maintenance of switch gear.
8. IS : 3061-1982 : Code of Practice for Fire precautions in welding & cutting operations.
9. IS : 3651-1967 : Glossary of terms used in Refrigeration & Airconditioning.

### IS STD. FOR INSULATION WORK

11. IS : 4671-1984 : Expanded polystyrene For Thermal Insulation purposes
12. IS : 661-1974 : Code of Practice for Thermal Insulation of Cold Storages.
13. IS : 7240-1981 : Code of Practice for Application and finishing of Thermal Insulation material at Temp. from 80° C to 40° C.
14. IS : 7413-1981 : Code of Practice for Application and finishing of Thermal Insulation material at Temp. from 40° C to 700° c.
15. IS : 8183 - 1976 : Specifications for Bonded Mineral Wool.
16. IS : 1239 : Pipes up to 150 MM Dia.
17. IS : 3589 : Pipes above 200 MM Dia.
18. IS : 780/ISI Certificates : Valves of PN 1.6 rating
19. IS : 5312 / ISI Certificate : Check Valves
20. IS : 277 : For Sheet galvanizing spec.
21. IS : 900 : Installation of motor 22) IS : 4064 & 4047 : Switch fuse unit.
- 23) IS : 2516 : ACB
- 24) Relevant ISS : MCCB
- 25) IS : 3043 - 1963 : Earthing 26) IS : 3043 : Earth Station.
- 27) IS : 732 - 1963 : Testing of Electrical Installation
- 28) IS : 520 : Standard for positive displacement Refrigeration, compressor and condensing unit.
- 29) IS : 2825 : Unfired pressure vessels

ation: Public

- 30) IS : 4503 : Shell and Tube type Heat Exchanger 31) IS : 1520 : Horizontal Centrifugal Pumps for Chiller, Cold, Fresh Water.
- 32) IS : 737 : Specification for Wrought al. And al. Sheet and strip.
- 33) IS : 3069 : Glossary of items symbols & units relating to thermal materials.
- 34) IS : 702 : Industrial bitumen.
- 35) IS : 8183 : Rounded Mineral Wool.

**NOTE:** All codes and standards mean the latest where not specified otherwise the installation shall generally follow the Indian Standard codes of practice of relevant British Standard Codes of Practice in the absence of corresponding Indian Standards.

LIST OF APPROVED MAKES FOR AIR-CONDITIONING WORKS		
SR. NO.	PARTICULAR	APPROVE MAKE
1.0	Cassette Units	Make: Bluestar, Daikin, LG, Voltas, Mitsubishi, Toshiba (Cassette - 3 Star* and Above Rated)
2.0	Conventional Hi Wall Units / Duct Able / Condensing Units	Make:, Bluestar, Daikin, LG, Voltas, Mitsubishi, Toshiba, (Split - Inverter - 5 Star* Rated)
3.0	Copper Pipe	Mandev / Rajco / Totaline
4.0	Hard Cpvc Pipes	Supreme / Prince /Astral/Finolex
5.0	G.I. Sheet	Jindal / Lloyd Steel / Tata/Sail/Equivalent
6.0	Insulation Material:	
a)	Nitrile Rubber Roll And Tube (Class-O)	Armaflex/ K-Flex/ A-Flex/ Up Twiga/ Equivalent
	Duct Acoustic Insulation	Armaflex/ K-Flex/ Up Twiga/ Equivalent
	Electrical:	
	Switch Gear	Mk / Siemens / Schneider/Havells
8.0	Armoured / Flexible Control Cable	Finolex / Kei / Rr Kabel/Havells/Equivalent
9.0	Pvc Rigid Conduits & Accessories	1.5mm Thick Mms Isi And Fia Approved
10.0	Tfa	Zeco /Vts /Citizen / Edgetech /Blowtech/ Equivent Approved
11.0	Blower / Fans	Kruger / System Air / Nicotra /Flaktwood /Daikin / Mitsubishi / Toshiba / Hitachi
12.0	Low Voc Adhesive	Pidilite
13.0	Grilles/ Fire Dampers/Diffusers/ Vcd	Caryaire/Premier/ Dynacraft / Ravistar/ Equivalent
14.0	Expanded Polystyrene	Thermolloyd/ Beardsell/ Astha Polymer/ Equivalent
15.0	M.S. Pipe	Tata/ Jindal/ Equivalent
16.0	Valves	Advance/C&R/ Audco/ Leader/ Equivalent
17.0	Strainer	Sant/ Ds Engineering/ Equivalent

18.0	3/2way Mixing Valves	Johnson / Belimo / Honeywell/ Equivalent
19.0	Pressure Gauges/ Thermometer	H Guru/ Waree/ Equivalent

**Note:**

<input type="checkbox"/>	The bidding Contractor should have their registered branch office within jurisdiction of Tamilnadu and Should have executed at-least one similar work in any of our Branches/any other public sector Banks in Tamil nadu.
<input type="checkbox"/>	At least One qualifying project mentioned by the Contractor in Bid must be completed at any of our Branches/any other public sector Banks in Tamil nadu.
<input type="checkbox"/>	Exemption of tender fees / EMD to MSME/NSIC/SSI registered firms will be allowed on submission of copy of Registration (Attested)
<input type="checkbox"/>	The full floor will be handed over for work to the contractor. Full Floor shall be emptied for construction. Also the contractor to be responsible for any other statutory approvals/ clearances.
<input type="checkbox"/>	The Rates mentioned in tender are all Basic Rates, exclusive of GST
<input type="checkbox"/>	Prequalification Criteria -Integrity Pact must be filled in and signed by the bidder in the prescribed format only and submitted along with the tender document.
<input type="checkbox"/>	Bank Solvency can be addressed to "Whom so ever it may concern" & not specifically addressed to UBI. It should not be older than 6 months.
<input type="checkbox"/>	All labour/workers should have valid Aadhaar Card for their identity and daily entry in the proposed site. Electrical and Fire fighting Contractors should have local valid Licenses.
<input type="checkbox"/>	Material dismantled to be stacked at a designated place at site.
<input type="checkbox"/>	TDS Certificates to be attached of completed Projects.
<input type="checkbox"/>	The contractor to erect a temporary partition between the work area & the office area at his own cost. Also the contractor to be responsible for any other statutory approvals/ clearances from local authorities.
<input type="checkbox"/>	Contractors are allowed to work overnight with the necessary statutory clearances if any to be taken by the contractor. During office hours noise making work to be avoided. Full day and night will be available for work on 2 <sup>nd</sup> , 4 <sup>th</sup> Saturday, Sunday and bank holiday.
<input type="checkbox"/>	Work can be carried out both during day night time as per Govt. regulations/ permission from local authorities. The contractor shall be responsible for obtaining all the necessary statutory permissions for the same.

<input type="checkbox"/>	The Contractor to depute a full time Supervisor, who shall be a degree civil engineer with minimum 10 years' experience in managing similar Interior projects. The contractor should submit the necessary credentials of such engineer to UBI for scrutiny & approval. Such engineer shall be deputed on the site full time for the full duration of the project & shall report daily to the concerned person in charge from UBI.
<input type="checkbox"/>	The minimum salary requirement to be considered for such engineer shall be Rs 30,000/- (Rupees Thirty Thousand only) per month.
<input type="checkbox"/>	If it is found that the work on site is being carried out in absence of such an engineer, the contractor shall be fined Rs 5,000/- per day for such non-compliance. If such non-compliance is observed more than 10 times, UBI reserves the authority to ask the contractor to cease work on the site & terminate the contract without any explanation whatsoever & the termination process as per the tender document shall follow.
<input type="checkbox"/>	The contractor shall be allocated space for storing 1 truck load of debris at a designated location. The arrangement for disposing off the same shall be of the contractor.
<input type="checkbox"/>	Lift shall not be used for Raw Material movement. If the Lift is found to be damaged due to any reason pertaining to the contractor, the repair charges of the lift shall be recovered from the contractor's bill.
<input type="checkbox"/>	Work completion certificate for the actual work executed mentioned in the bid is required from the client's side.
<input type="checkbox"/>	Electricity, water supply to be obtained by the contractor.
<input type="checkbox"/>	Electrical and Fire fighting Contractors should have local valid Licenses and should be able to submit Govt. certificates like B-Form etc.
<input type="checkbox"/>	No consideration shall be made by the Bank for any local issues.
<input type="checkbox"/>	Confidential letter from the client is not required for the Technical Bid. Only certificate & the current contact details of the relevant person from the client's side shall be enough.
<input type="checkbox"/>	Equivalent brand of material can be used than that mentioned in the Make of Materials with the necessary test reports & the prior approval of the consultant/ UBI. All materials to be used should be ISI approved.
<input type="checkbox"/>	Any Material from supplier should be accompanied by Certificate from Company and Supported by Purchase bills.
<input type="checkbox"/>	Brand mentioned in the individual specifications in the BOQ supersedes the one mentioned in the Makes of materials.
<input type="checkbox"/>	All pipes G.I./PVC etc. are to be concealed in wall/floor/false ceiling etc. properly by contractor.
<input type="checkbox"/>	All construction debris, salvageable material shall be disposed/ cleared as per local municipal laws and the cost to be included in rates. No extra payment shall be granted for this apart from the tender rate. The contractor shall be allocated space for storing 1 truck load of debris either in the basement or on the ground. The arrangement for disposing off the same shall be of the contractor.
<input type="checkbox"/>	All entries, Rate quoted etc. in Financial Bid should be Hand written only. Printed copies will not be accepted.
<input type="checkbox"/>	As built drawing of electrical and AC work to be submitted by the Vendor after completion of Project.

<input type="checkbox"/>	AC Piping to be verified on site and outdoor machines location longest position to be considered.
<input type="checkbox"/>	Partition Measurement upto ceiling to be considered for billing, partition above ceiling without finish to be included in the partition rate.
<input type="checkbox"/>	No extra rate for veneer grooves /pattern will be given
<input type="checkbox"/>	All ceiling surfaces horizontal and Vertical to be paid in Sqft .No Rft items.
<input type="checkbox"/>	The groove above skirting in POP shall be included in skirting cost, no extra payment shall be made. Group matching veneers to be used whenever possible.

## IX. PREAMBLE TO SCHEDULE OF QUANTITIES

### 1. IMPORTANT NOTE:

IT IS TO BE EXPRESSLY NOTED THAT SPECIFICATIONS WILL PREVAIL AND SUPERSEDE THE DRAWING IN CASE OF ANY INCONSISTENCY / DIFFERENCE IN BETWEEN THE SPECIFICATION AND THE DRAWINGS. THE TENDERER IS REQUIRED TO PERUSE CAREFULLY ALL PARTS OF TENDER DOCUMENTS AND DRAWINGS. IF ANY DIFFERENCES / INCONSISTENCY IS NOTICED, HE SHALL BRING IT TO ATTENTION OF UNION BANK OF INDIA / ARCHITECT & GET THE REQUIRED CLARIFICATIONS BEFORE SUBMISSION OF TENDER. FAILURE TO DO SO WILL NOT ENTITLE THE SUCCESSFUL TENDERER TO PREFER ANY CLAIMS FOR EXTRA PAYMENTS LATER.

2. The tenderer is required to inspect the site of the work and ascertain for himself site conditions, facilities available and other aspects before quoting for the work. The tenderer is also required, before quoting, to carefully peruse the tender documents, the tender drawings and connected details so as to understand clearly the scope and intent of the tender. Any claims by the successful tenderer at a later date on account of the failure to comply with the above instructions will not be entertained.

3. The tenderer should note that the works under the scope of this tender are to be carried out and installed in the existing building. The tenderer should note that he should execute his part of the work without causing any damage to any component of the building or services. Any damage so caused shall be made good at the cost and risk of the successful tenderer /contractor.

4. The successful tenderer should protect all other items of work of other agencies, such as flooring, electrical work etc., from any damage shall be responsible for final clearing of the floor, walls etc., before handing over. No extra is payable toward this.

5. The successful tenderer shall include this rate, in all minor civil works such as casing wall, drilling hooks etc., and making good and no extra is payable toward this. Neat housekeeping at all shapes of work is the responsibility of the successful tenderer, who shall also ensure that removal of debris, wood shaving, waste materials etc., from the site at his own cost, is organized at regular basis. The successful tenderer shall also responsible for safety and security of all these materials and also for ensuring fire prevention steps are taken at all times.

6. The tenderer should note that the tender drawings and other documents describing each item of the schedule are only indicative in nature and cannot be taken as complete in detail. The tender being for furniture works, calls for good workmanship and finish including use of good quality materials of high standard.

7. The tenderer should understand the intent of the tender drawings and specifications and provided for materials, workmanship finishes and accessories appropriately, so as to deliver the product of high standards in keeping with the function for which the furniture is designed. No claim from the contractor at a later date will be entertained for his failure to understand this requirement. The decision of Union bank of India / Architect in respect of the quality of materials, type of fabrication / assembling, workmanship, finish, etc., shall be final and binding on the contractor. No claim for such materials, construction, workmanship and finish can be entertained.

8. Union bank of India /Architect reserve the right to insist on selection of material, workmanship detailing and finishes which they consider are appropriate, and suitable for the intended use for which the contractor is not eligible for any extra claim on this account.

9. Union bank of India /Architect reserve the right to insist on proto-type to be made for approval before starting the full fledge manufacture of each type of the furniture.

ation: Public

10. Union bank of India / Architect reserve the right to suggest or make modification at the prototype stage, which shall be complied with any extra cost.
11. Union bank of India / Architect will require the contractor to produce samples of all materials accessories / finishes prior to procurement / manufacture. Samples of all hardware fittings shall be shown to Union bank of India / Architect in advance and approval obtained before procurement. Failure to comply with these instructions can result in rejection of the work.
12. All items supplied / installed shall be guaranteed for a period of one year from Union bank of India's acceptance for covering materials, workmanship and finish. Any defects or shrinkage, warping or other forms of deterioration shall be made good by the contractor at his own cost within the guarantee period, immediately on being informed of such defects failure to comply will entail Union bank of India to unilaterally decide on getting the repair done through other agency at the cost and risk of the contractor.
13. The contractor should use only the best material. If required by Union bank of India / Architect, the contractor shall arrange for testing the products or produce test certificate from recognized testing houses to establish the quality of materials at his own cost. Any defective material not meeting with the standard shall be replaced at the contractor's own cost.
14. Tenderers shall indicate the make of the materials along with the tender preferably with samples of catalogues, based on which rates have been quoted. The tenderer should be prepared to produce samples for those items, make of materials is not furnished with the tender, on his own cost and responsibility and without any liability on Union bank of India.
15. The dimensions of furniture provided in the schedule as well as in the drawing are likely to vary slightly according to the site of space available in the respective rooms where they are to be provided or placed. Union bank of India / Architect have the right to slightly modify the dimension of furniture items for which no extra claim shall be entertained.
16. The quoted rates shall include all materials, labour, furniture fittings, accessories of matching type with the main furniture, transport to site, all taxes (central, State and Local Taxes) and fixing at the specific places in the building complete. Rate should include cost of keeping the works insured as well as other Insurance requirements.
17. Enamel paint will be approved brand and will be applied as per manufacturer's specifications. If at the time of handling over, any deterioration scratches or of the finish is observed, Union bank of India / Architect shall have the right to insist on application of another coat without extra cost. All exposed Teakwood members shall be given approved coat of automotive paint. All wood work concealed or covered by other materials shall be given approved enamel paint coating.
18. In all case measurement will be made on net items in complete shape as manufactured, supplied and installed. Measurement to items such as false ceiling shall be taken for actual area laid to suit the shape and size of the room.
19. The tenderers should note that they shall absorb all cutting wastage, etc., within the quoted rates and no separate payment will be made for the same. The tenderer shall have to make sure that they protect their materials and hand them over in good shape satisfactory to Union bank of India / Architect.
20. At the time of handling over any damages, scratches, dents or other such defects shall be rectified as directed without any extra charge by the tenderer / Contractor to the satisfaction of Union bank of India / Architect.
21. Union bank of India / Architect reserves the right to reject any tender without assigning any reason. Union bank of India / Architect reserves the right to split the scope of the work for award to more than one tenderer at their discretion. Union bank of India / Architect reserves the right to modify thereafter the scope of the work. Tenderer / contractors shall not have not any claim on account of the above.
22. In case of splitting of work to more than one agency, the time of completion shall be suitably reduced. Union bank of India shall levy penalty / liquidated damages as per the conditions of the contract for delayed progress or work at different stages, final completion of work as the case may be.
23. All rates quoted shall include high quality hardware fittings and materials and no extra cost is payable for these hardware fittings. Samples of the hardware fittings / materials shall be approved by Union bank of India / Architect well in time, before procurement.
24. Tenderer should note that for the sake of convenience, only entire description has been furnished of Quantities. For detailed description of each item a separate list of detailed description has been furnished. Both are complementary in nature and shall be read together for each item with corresponding cross-reference.

Place:

Date:      Signature of Tenderer / Contractor



**SUBJECT: TENDER FOR AIR-CONDITIONING AND ALLIED OF NEW PREMISE OF OF UMFB MADURAI ALONG WITH ONSITE ATM**

**PART-II**

**TENDER SPECIFICATION AND BILL OF QUANTITIES**

**PRICE BID**

Date of issue of Tender : From 15.05.2026 To 29.05.2026 During office hours.

Last date for submission of tender : 29.05.2026 upto 3.30 pm.

**Name of Firm**

**Email ID**

**Contact No.**

Owner:

Union Bank of India,  
Regional Office Madurai  
D No.72, P T Rajan Road, Bibikulam,  
Oppo to K V School, Narimedu, Madurai -625002.  
Phone: 8714514610  
e-mail:  
[pnd.romadurai@unionbankofindia.bank.in](mailto:pnd.romadurai@unionbankofindia.bank.in)

Consultant:

M/s SHRISHTI  
D H3, RAS Subiksha Mascot, Trichy Road,  
Ramanathapuram, Coimbatore, 641005  
Mob: 9843033958, 8056866038  
e-mail: [architect.shrishti@gmail.com](mailto:architect.shrishti@gmail.com)

## INSTRUCTIONS

1. The Bill of Quantities shall be read in conjunction with the Drawings, Condition of Contract and Specifications, as these documents are jointly explanatory and descriptive of the works included in the Contract.
2. General directions and descriptions of work and materials given elsewhere in the Contract documents are not necessarily repeated in the Bill of Quantities. Reference is to be made to the other documents for information.
3. The Contractor shall be deemed to have visited the site before preparing his Tender and to have examined for himself the conditions under which the work will be priced and all other factors affecting the execution of the work and the cost thereof.
4. The Quantities of work and material in the Bill of Quantities are not to be considered as limiting or extending the scope of work to be done and materials to be supplied by the Contractor. The quantities in the Bill of Quantities are an estimate of the amount work but the work will be measured on complete and the contractor will be paid on the actual measurement of work approved by the Architect.
5. Any special methods of measurements used are stated at the head of or in text of the Bills of Quantities for the items affected. All other items are measured net in accordance with the drawings and no allowance has been made for wastage. Unless otherwise specified measurements shall be as per relevant Indian Standards.
6. A price or rate in figures is to be entered against the item in the Bill of Quantities, whether quantities are stated or not. Item against which no price is entered will be considered as covered by other prices or rates in the Bills.
7. The prices and rates inserted are to be the full inclusive value of the works described under the various items, including all costs and expenses which may be required for the completion of the work described, together with all cost and obligations set forth or implied in the conditions of Contract, Specifications and the Drawings.
8. Some finishing items may be quantity wise completely altered (either added or omitted) and the same shall not affect any rates quotes.
9. Where prices have been entered against Lump sum items, payment for such affected items shall be made in proportion to the extent of which works have been done at the time of billing and the same is at discretion of the Architect.
10. "Providing and Fixing" shall mean that the Contractor has to provide such materials not being procured and borne by the Bank, but which are required for the item and if no materials need be provided by the Contractor, the rate shall be only for fixing of the component covered in the item.

## SCHEDULE OF QUANTITIES

Name of the work: - The proposed Air-Conditioning And Allied Works for  
the premises for Union Bank of India,  
UMFB Madurai along with onsite ATM

### **UNION BANK OF INDIA - UMFB Madurai along with onsite ATM**

#### SUMMARY

1	TOTAL AIR-CONDITIONING AMOUNT	
	CGST @ 9%	
	SGST @ 9%	
	<b>GRAND TOTAL AMOUNT</b>	

BOQ FOR THE AIRCONDITIONING WORK OF UNION BANK OF INDIA					
UMFB BRANCH & ATM, MADURAI.					
Sl.No	Description Of Work	Qty	Unit	Rate	Amount
I	<b>CASSETTE AIR CONDITIONER</b>				
1	Supply & Installation of 4 TR Inverter Cassette type Air Conditioner 3 Star rated including copper tubing from indoor to outdoor unit and water drain pipe complete. ( <b>Make: Voltas / Blue Star / Carrier</b> )	1	no		
2	Installation Charge for Cassette AC	1	no		
3	Supplying & laying of additional 25 mm dia CPVC drain pipe concealed/surface mounted and taken through wall/ partition including all civil works (I/U to ODU location as per architect instruction)	15	mtr		
4	Supplying & laying of Copper Pipe for Cassette Air Conditioners with suitable thickness of copper pipe. Rate includes fixing of foam & white tape (I/U to ODU location as per architect instruction)	10	mtr		
5	Out door unit stand (if required)	1	no		
6	Supply & Installation of 40A 4P MCB with weather proof Enclosure	1	Set		
II	<b>SPLIT AIR CONDITIONER</b>				
1	Supply & Installation of 1 TR Split Air Conditioner 3 Star rated including copper tubing ( for 3mts) from indoor to outdoor unit and water drain pipe complete ( <b>Make: Voltas / Blue Star/Carrier</b> )	3	nos		
2	Supply & Installation of 1.5 TR Split Air Conditioner 3 Star rated including copper tubing ( for 3mts) from indoor to outdoor unit and water drain pipe complete ( <b>Make: Voltas / Blue Star/Carrier</b> )	1	no		
3	V-Guard normal Make 5 K va Voltage Stabilizer	4	nos		
4	Installation Charges for Split Air Conditioner	4	LS		
5	Out door unit stand (if required)	4	set		
6	Supply & Laying of PVC drain pipe (if required)	20	mts		
7	Copper Piping and inter connecting cable Charges for split Air Conditioners	10	mts		

8	Civil works like cutting AC hole, packing, drain pipe cutting and packing with mortar etc.	1	Is		
9	Supply and Fixing of Timer for 1.0 Tr Split units in ATM	1	No		
	<b>TOTAL AIR-CONDITIONING AMOUNT</b>				

( RUPEES

Signature of the Tenderer :

Address with seal of the Tenderer :

Date :



