



**UNION BANK OF INDIA, REGIONAL OFFICE,
CUTTACK.**

**TENDER DOCUMENT
FOR INTERIOR FURNISHING WORK FOR
UNION BANK OF INDIA,
SOGAR BRANCH & ATM**

CONSULTANT

**CURVES ARCHITECTURE
PLOT NO: - 33, BANKER'S ENCLAVE
PRACHI VIHAR, PALASUNI,
BHUBANESWAR, 751007, ODISHA
Ph.0674-2580833 Mobile.-9438562471**



NOTICE OF INVITATION TO TENDER

Sealed tenders on item rate/percentage over estimated cost basis are invited from **Bhubaneswar Regional office empanelled interior contractors** having sound technical and financial capacity for **SOGAR BRANCH**. Tender documents are collected from **Regional office, Union Bank, Cuttack**, against payment of Rs 1000.00 (Rupees one thousand) only (non-refundable).

Earnest money	:	Rs.10000.00
Tender Paper cost	:	Rs 1000.00 by A/C demand draft drawn in favour of UNION BANK OF INDIA
Time of completion	:	30 days
Tender paper sale date	:	28.07.2026 to 05.08.2026 upto 3.30 pm.
Time and date of Submission of tender	:	before 16.00 hrs on 05.08.2026 as per instruction tender documents
Time and date of Opening of tender	:	At 05.08.2026 on 16.30 hrs

The bank will not be bound to accept the lowest tender and reserve the right to accept or reject any or all the tenders without assigning any reason whatsoever.

Regional Head
UNION BANK OF INDIA,
Cuttack **Regional office**



GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS

Tenders are hereby invited on behalf of UNION BANK OF INDIA, Cuttack Regional office Bhubaneswar, for **SOGAR BRANCH** of CUTTACK Contract documents consisting of the plans complete specifications, the schedule of quantities of the various class of work to be done, and the set of conditions of contract to be complied with by the persons whose tenders may be accepted, and which will also be found in the form of tenders, **UNION BANK OF INDIA, CUTTACK REGIONAL OFFICE, CUTTACK** between the hours of 10.30A.M to 4.00P.M. from **24.07.2026 to 05.08.2026** and every day, except on Sundays and bank holidays.

1. Tenders, which should always be placed in sealed cover with the name of the project written on the envelopes will be received by **Regional Head, UNION BANK OF INDIA, CUTTACK REGIONAL OFFICE, CUTTACK**, up to 16.00 hrs on **05.08.2026** and will be opened in his office on **05.08.2026** at **16.30** hrs.
2. The time allowed for the carrying out of the work will be 30 days from the day after the date of written orders to commence work.
3. The contractors should quote in figures as well as in words the rate, and amount tendered by them the amount for each item should be worked out and the requisite totals given.
4. When a contractor signs a tender in an Indian language the percentage above or below and the tendered amount and the total amount tendered should also be written in the same language in the case of illiterate contractors the rates or the amounts tendered should be attested by a witness.
5. Issue of tender from will be stopped one day before the date fixed for the opening of tenders.
6. Instead of Earnest money Bid security letter to be submitted.

The contractor, whose tender is accepted, will be required to furnish by way of security deposit for the due fulfillment of his contract, such sum as will amount to 10.00% of the work order.

The EMD /BID security of the contractor, whose tender is accepted, shall be forfeited in full in case he does not remit the Initial security deposit within the stipulated period or start in the work by the stipulated date mentioned in the award letter.

7. The acceptance of a tender will rest with the Head, UNION BANK OF INDIA REGIONAL OFFICE, CUTTACK. Which does not bind itself to accept the lowest tender, and reserves to itself the authority to reject any or all of the tenders received without the assignment of a reason. All tenders in whom any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.

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

8. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
9. All rates shall be quoted on the proper form of the tender alone.
10. An item rate tender containing percentage below/ above all is summarily rejected. However, where a tender voluntarily offers a rebate for payment within a stipulated period, this may be considered.
11. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Employer/Architects shall be communicated to the Employer.
12. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the words "Rs." Should be written before the figure of rupees and words "P" after the decimal figures, e.g. Rs. 2.15p and in case of words, the word "Rupees" should precede and the word "Paisa" should be written at the end, unless the rate is in whole rupees and followed by the words, "only", it



should invariably be up to two decimal places. While quoting the rate in schedule of quantities, the word "only" should be written closely following the amount and it should not be written in the next line.

13. The bank does not bind itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the tender and the tender shall be bound to perform the same at the rate quoted.
14. Taxes including Sales Tax or any other tax on material or on finished works like works contract tax, Turn over Tax, etc. in respect of this contract shall be payable by the contractor and the bank will not entertain any claim whatsoever in this respect. This particular aspect should be mentioned in the tender. GST EXTRA.
15. The contractor shall give a list of his relatives working with bank along with their designations and addresses.
16. No employee of the bank is allowed to work as a contractor for a period of two years of his retirement from Bank service, without the previous permission of the Bank. The contract is liable to be cancelled if either the contractor or any of his employees is found to be worked as a bank employee within two years of the contract and he has not taken permission from the bank to do so.
17. The tender for the work shall not be witnessed by a contract or contractors who himself/themselves has/have tendered or who may and had/have tendered for the same work Failure to observe this condition would render tenders of the contractors tendering as well as witnessing the tender liable to summary rejection.
18. It will be obligatory on the part of the tendered to tender and sign and tender documents for all the components parts and that, after the work is award, he will have to enter into an agreement for each component with the Competent Authority in the Bank.
19. The tendered, apart from being a competent contractor must associate himself with agencies of the appropriate class who are eligible to tender for (1) Electrical (ii) Sanitary and Water Supply installations and (iii) Horticulture.
20. The quantity of work can be reduced or increased depending upon the requirement before/during the commencement of the work

REGIONAL HEAD
UNION BANK OF INDIA
REGIONAL OFFICE
CUTTACK



LIST OF MATERIALS OF APPROVED BRAND OF FURNISHING JOB

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



BOQ FOR INTERIOR DECORATION & FURNISHING OF SOGAR BRANCH & ATM OF UNION BANK OF INDIA.

Sl.No	Particulars	Unit	Quantity	Rate	Amount
A	INTERIOR FURNISHING WORK				
1	Bank Counter: Providing, fabricating and fixing in position Bank counters as per Layout Plan for both clerks and cashiers as per design and specifications. All faces of the counters, top, bottom, sides except writing table shall be of 19mm thick commercial ply Boards of approved brand, table top shall be of 25mm thick commercial ply Boards of any approved make. All external faces shall be finished with 1mm thick Laminate of approved quality and make all board edges finished with T.W beading. Clerk counter unit shall be provided with a storage cabinet and drawer out of 19mm thick commercial ply Boards and cashier's counter shall have two drawers and cabinet as per design. All drawers shall be prepared of 19mm commercial ply Boards and finished with 1mm Laminates on front side including T.W. Beading. The drawers and shutters shall e provided with Godrej locks and knobs. Each counter unit shall be provided with one pullout computer keyboard of suitable size, laminated on both sides and T.W. beading on edges and fixing with necessary roller fittings All unlaminated surfaces shall be painted with two coat synthetic enamel paint over a coat of wood primer or polished as per requirement. Alluminium jally to be provided in top of the each cash counters which will be covered the ceiling of cash counters.				
a	Ø High Level Cash Counters	Rft	5		
b	Ø Low Level Cash Counters/Front office counter	Rft	5		
2	Alluminium jally to be provided in top of the each cash counters which will be covered the ceiling of cash counters.	sft	42		



3	Full Ht. Glazed/Semi glazed/Solid:-Providing and fixing wooden double skinned partition, partly glazed and partly panelled, or solid as per Design drawing and specifications on cash cabins, managers cabins, general counters, Work stations and Glazed partitions on counters top and any other areas as shown in the Layout Plan .The Alluminium shall be 2"x1" Alluminium well seasoned sections forming 2'-0" squares covered with 9mm thick commercial ply Boards of approved make and finished with 1mm thick Laminates of approved shades and the panel shall be as per Design and direction. For Glazed portion 10mm thick plain glass with boarder and decorative design itching as per design and direction shall be provided including decorative /plain beading including provision of 30mm thick solid flush door wherever necessary with superior quality brass anodized hinges, handles, mortise lock of Godrej make etc.The glass partition above general /ledger counter shall be of 8mm thick plain glass with boarder and decorative design itching as per design and direction with 2"x1" Alluminium Section support at each counter unit and with decorative molded heads including necessary wooden beading, painting and polishing. Matching to existing partition & as directed by the architect.	sft	715.00		
4	Low ht. Partition: Glazed/Semi Glazed/Solid: Providing and fixing in position partly glazed 4'-6" HT. Partition work as per drawing ,in frame work at 2'x2' grind (horizontally and vertically) comprising of 2"x1 ½" heavy gazed almunium section and/or as per frame work shown in the drawings with 6 mm plywood on both sides finished with 1 mm thick laminates of approved shade and colour as shown in drawings. Item to include 12 mm thick glass with etching and frosting as per design and fitted with SS finished patch panel and 2"x2" T.W. member for door sides and glass sides and T.W. door frame to take 12 mm thick glass with etching and frosting. All exposed T.W. surfaces to be finished in melamine polish of matching laminate colour as directed including all necessary Stainless Steel finish fittings/hardware and wood preservative paint etc. as per list of approved material and as approved by the Project Consultant/Bank complete in all respects.	sft	208.00		



5	Doors :semi glazed/solid: Providing & fabricating fixing door shutter with 28mm x 75mm height & 28mm x 75mm, 28 mmx 60mm, 28mm x80mm rails respectively by using Giringa/ Kasi wood of well seasoned with necessary wood joining, planning, polishing etc., as per drawing matching the aligned partition . The shutter will have part glazed 8mm thk float glass side beveled , high polished with body itching of st globain & part solid one covered with 6mm commercial ply Boards , both sides covered with 1 mm tk laminate of approved shade with necessary WB wood beading etc mat polished with melamine polish of asian / ici , complete to match the aligned partition elevations designs, the rates are inclusive of cost of necessary hinges, handles, cylindrical locks, aldrops etc., all labour, materials, taxes, leads & lift to the place of work executed to the satisfaction of the Architect.	sft	126.00		
6	Providing and fixing Godrej Night latches to cash cabins and finished smooth.	no	1.00		
7	Wall Panelling: Providing and fixing wall panelling to columns in the halls with 2"x1" sal wood batten frame forming 2'-0" squares (approx) fixed to wall treated with ant termite treatment, covered with 6mm commercial ply Boards and finished with 1mm thick laminates as per design and direction.	sft	613.00		
8	Flap Door: Providing, fitting and fixing of flap door with frame work made out of 35mmx35mm thick hard wood and nailed with 6mm. thick ply and finished with 1mm. Thick laminates of approved colour and design on both the surfaces of the frame work as per drawing and design.The edges of the door to be covered with decorative wood moulding with two coat of superior wax polish.The work is to be finished with all material ,labour, nails, screws, hings, locks, handles, door closer and all other hard wares as per detail drawings.	SFT	15.00		
9	Providing and fixing Godrej make over head door closers to manager's chamber door & cash counter door with necessary fixtures and fittings etc.	no	6.00		
10	Gypsum Ceiling: Providing and fixing Suspended false ceiling to Manger's cabin and hall with standard G.I./Aluminium Suspended frame as per manufacture's specification with 12mm thick Gypsum boards including necessary cornice and borders and concealed lighting system including one coat wall putty of (Birla/jk) as leveller and 2 coats plastics emulsion paint over a coat of primer.	sft	730.00		



11	Suspended grid ceiling - Armstrong: Providing / Fixing in true horizontal level 600mm x 600mm suspended ceiling system manufactured by M/s Armstrong World Industries using hot dipped galvanized steel section, exposed surface with pre coated capping, main tee of size 24 x 32mm at every 1200mm c/c maximum and rotary stitched cross tee of size 24 x 27mm at every 600 mm c/c and sub cross tee of size 24 x 25mm at 1200mm c/c and wall angle of size 19 x 19mm fixed to the periphery of the wall. The above grid is suspended at every 1200mm c/c in both directions using 2.0mm thick prestraigthened GI wire laying DUNE PRIMA Board edge ceiling tiles manufactured by M/s Armstrong World Industries, having RH99, NRC of 0.70 and size 600mm x 600mm x 18mm and having pearl finish over the formed grid complete cost to be include all cutouts for light fixture smoke detector etc.	sft	400.00		
12	Providing and fixing notice board with 19mm commercial ply Boards of approved make, back of size 3'-0"x4'-0" fixed to wall with necessary brackets and finished with fabric matching with colour and above board edges shall be finished T.W. beading & cover provision provided.	no	1.00		
13	Providing and fixing customer's writing shelf with 19mm commercial ply Boards of size 1'3"x4'-0" fixed to wall with necessary brackets and finished with 1mm thick laminate of matching colour and above board necessary pockets/shelves of suitable size to be provided to keep the vouchers and edges shall be finished T.W. beading.	no	1.00		
14	Front Entrance Door: Providing and fixing fully glazed door of approved size at entrance and other areas with necessary floor spring, handle, lock arrangement as per design and direction etc. Complete including Bank's Monograms of suitable size itching patten n as per direction. The thickness of glass shall be of 12mm Toughened glass.	sft	64.00		
15	Workstation Table: Providing and making Workstation table size of 3'-0"x5'6"x2'6" ht. With 19mm thick commercial ply Boards box type as per design with full 12mm thick single glass top .The side rack shall be of 1'-6"x4'x6' drawers as design finished with melamine polish.1.5mm thick laminates of approved colour including necessary T.W. beading and handles and lock shall be of best quality Godrej make etc. Complete.(All the inner surface finished with 0.8 mm inner mica.)	no.	4.00		



16	Branch Manager Table: Providing and making branch managers; table size of 3'-0"x5'6"x2'6" ht. With 19mm thick commercial ply Boards box type as per design with full 12mm thick single glass top .The side rack shall be of 1'-6"x4'x6' drawers as design finished with melamine polish.1.5mm thick laminates of approved colour including necessary T.W. beading and handles and lock shall be of best quality Godrej make etc. Complete.(All the inner surface finished with 0.8 mm inner mica.)	no.	1.00		
17	CHEQUE DEPOSIT BOX & SUGGATION BOX : Providing and fixing cheque deposit box & Suggation box made out of 19mm thk block board & finished with 1.0mm thk. Laminate & inside to be synthetic enamel painted.a 1" high slit & small door with key and locking arrangement to be done for dropping & taking out the slips. The work to be completed as per the design, direction & approval of the architect.	Each	2.00		
18	Low height /full ht.Storage OR over head storage: Providing and fixing of low height OR over head(2'-6" & 4'-6" or full ht. as per design) storage cabinate having 450mm/750 mm as per instruction of architect. depth of made out of 19mm th. block board .The exposed surface is to finished with 1.0mm th. laminates as per design of approved shade and the inner surface is cover with 0.8mm inner mica approved colour are to be finished with as per design The work should be completed including fittings like handles, locks etc completely & according to drawing and design including all labour and materials.	sft	120.00		
19	Wall Paint work: Wall paint with POP & putty. Sand papering, cleaning the surface, applying primer with lambi putty/pop punning to full surface in 3 layers, there after applying 3 coats of paint of approved shade & color on walls .roller to be applied on all surface etc complete.jobs to include proper covering of furnitures so as to avoid damage.	sft	2800.00		
20	Electrical Panel Board Cover: Providing and fixing of electrical panel board cover made up of 19mm ply with two shutter at the front having T.W luvvers as per drawing and design, it also have furnished with locking arrangement. The exposed surface is finished with 1mm. Th. Laminates and inner surface is finished with two cote of plastic emulsion paint over one coate of primer . The work should be completed including all hardware, material and labour.	sft	30.00		



21	Tactile Grinding tile: Cutting of Existing Tiles & cleaning the Surface. Supplying, fitting and fixing in position Tactile Grinding tile of size (300mm X 300mm) from Entrance Gate to May I help you desk, as shown in the given layout of approved make, quality, colour and size on 20mm thick bed of cement mortar of mix (1:4) laid in proper slope and gradient grouted with neat white cement slurry with required quantities of pigments of approved marks watering and curing including cost, conveyance, loading, unloading, royalties and taxes of all materials, cost of all labour, sundries, T&P required for the work complete in all respect as directed by the Engineer-in-charge	Sft	50.00		
	Total				

ESTIMATE & BOQ FOR INTERIOR FURNISHING WORK OF UNION BANK OF INDIA SOGAR ATM

Sl.No	Particulars	Unit	Quantity	Rate	Amount
	ATM				
1	ACP PARTITION Providing , fitting & fixing 75mm thick double skined partition work made out of 1"x1.5" aluminium section frame work. The sections are to be placed 600mm c/c. 6 mm ply to be nailed over the both surface of the frame work and 1mm thick laminate of approved shade to be pasted over the exposed surface and inner surface is to be painted with two coats of enamel paint over one coat of primer , including cost of all labour & material .(Note : In case of false ceiling, the vertical members to be fixed with pucca ceiling but the area of partition payable will be below the false ceiling only)	Sft	0.00		
2	ACP WALL PANNELLING Aluminium Composite Panel (ACP) with framing of Aluminium Tube sections of min 1.5" x 1" and 20 gauge 2'-0" C/C both ways. Mirror screws to be used. Joints to be finished with Silicon based sealant. ACP thickness of 3 mm minimum of approved shade (SilverGrey or equivalent as per Bank's Layout policy). ACP to be in 2' width panels or distributed equally. Alubond, Eurobond, Fujibond, Alcobond or equivalent ISO certified brands to be used. Shades to be as per bank's approval. Trap door will be 12 mm marine ply finished with ACP for rolling shutter wheel..	Sft	342.00		
3	FRONT ENTRANCE DOOR AND PARTITION				



	Providing and fixing Entrance Door (glazed) as per drawing in red Anodised aluminium door single groove section of size 125mmx25mm (Jindal make) in top and bottom & side glazed with 12 mm thick Toughened glass of approved make with etching and frosting. Item to include all necessary hardware of Stainless Steel finish as approved by the Project Consultant/Bank complete in all respects.			
	a) Open able portion (with floor spring and SS handle)	Sft	21.00	
	b) Fixed portion	Sft	83.00	
4	FALSE CEILING			
	Providing & fixing at site plain Gypsum Board false ceiling made out of 12.5 mm thick paper reinforced gypsum board sheets to be fixed with main frame channels of size(80 mm x 26 mm x 0.5 mm) at every 450 mm c/c, intermediate channels of size(15 mm x 45 mm x 0.9 mm) at every 1220 mm c/c with perimeter channel 20 mm x 26 mm x 0.5 mm all along the wall shall be provided . The frame work to be suspended with strap bolts as recommended using rail plugs 12.5 mm dia x 35 mm long with 6 mm dia bolt and soffit cleat. Ceiling surface is to paint with two coats of distemper to get a smooth & even look including the cost of hard ware fittings, all labour & materials.	Sft	56.00	
5	Suspended grid ceiling - Armstrong: Providing / Fixing in true horizontal level 600mm x 600mm suspended ceiling system manufactured by M/s Armstrong World Industries using hot dipped galvanized steel section, exposed surface with pre coated capping, main tee of size 24 x 32mm at every 1200mm c/c maximum and rotary stitched cross tee of size 24 x 27mm at every 600 mm c/c and sub cross tee of size 24 x 25mm at 1200mm c/c and wall angle of size 19 x 19mm fixed to the periphery of the wall. The above grid is suspended at every 1200mm c/c in both directions using 2.0mm thick prestraightened GI wire laying DUNE PRIMA Board edge ceiling tiles manufactured by M/s Armstrong World Industries, having RH99, NRC of 0.70 and size 600mm x 600mm x 18mm and having pear finish over the formed grid complete.cost to be includ all cutouts for light fixture smoke detector etc.	sft	32.00	
6	ROLLING SHUTTER BOXING			
	Providing fitting fixing Rolling Shutter boxing with ACP	Sft	110.00	
7	SHUTTER PAINTING			
	Providing and painting two coats of enamel paint of approved shade and colour over one coat of red oxide primer with all cost of materials and labour.	Sft	120.00	



8

WRITING LEDGE

Providing and fixing writing ledge as per design made out 19mm block board with necessary groove patterns, 1.0mm laminate to be cladded. 18mm thk. approved colour granite with half round moulding at fascia to be provided on top of the writing ledge. A divider made of 19mm thk. block board to be provided. Whit beach/ White cedar lipping with natural polish to be used in all exposed areas. Inside of writing ledge to be enamel painted. The work to be completed in all respect.

NO

1.00

9

POSTER FRAME

2 sheets of 36" x 24" clear acrylic (poster to be sandwiched in between). Outer sheet is 5 mm thick and beveled crystal edge polished for $\frac{3}{4}$ " at 8-10 degrees on all sides in the front. Rear sheet is 5 mm thick flat. Rate inclusive of S1 grade aluminium.

Each

2.00

10

Providing and fixing black powder coated of approved colour dustbin

NO

1.00

11

WALL PAINTING WITH PUTTY

Providing and painting two coats of synthetic plastic emulsion paint of approved shade and colour over one coat of primer with all cost of materials and labour.

Sft

200.00

12

Tactile Grinding tile: Cutting of Existing Tiles & cleaning the Surface. Supplying, fitting and fixing in position Tactile Grinding tile of size (300mm X 300mm) from Entrance Gate to May I help you desk, as shown in the given layout of approved make, quality, colour and size on 20mm thick bed of cement mortar of mix (1:4) laid in proper slope and gradient grouted with neat white cement slurry with required quantities of pigments of approved marks watering and curing including cost, conveyance, loading, unloading, royalties and taxes of all materials, cost of all labour, sundries, T&P required for the work complete in all respect as directed by the Engineer-in-charge

Sft

20.00

Total**Total (Branch+ ATM)****Final Amount**