

**UCO BANK  
ZONAL OFFICE - BURDWAN  
in Durgapur**

**PROPOSED INTERNAL ELECTRICAL , AC AND LAN  
WORKS FOR PURULIA MUNSIFDANGA BRANCH AND ATM  
IN PURULIA DISTRICT**

Date of submission of Tender : 16.02.2023 within 4.00 p.m

Date of opening of Tender : 16.02. 2023 at 4.30 p.m

Name of the Tenderer :

Address :

UCO BANK  
**ZONAL OFFICE - BURDWAN**  
**in Durgapur**

PROPOSED INTERNAL ELECTRICAL , AC AND LAN  
WORKS FOR PURULIA MUNSIFDANGA BRANCH AND ATM  
IN PURULIA DISTRICT

**CONDITIONS OF TENDERING**

- 1 Notice inviting tendering
- 2 Tender form
- 3 General Conditions Of Contract
- 4 Schedule of Quantities and Specifications

When the work is awarded and the letter of intent issued, these documents shall become an integral part.

- 1a Attested copies of upto date Contractor's Trade License, latest **Income Tax clearance certificate** , **GST certificate** will also have to be submitted along with the Tender, without which the tender will be considered as incomplete and liable to rejection.
- b. The **tender shall remain valid for three months** from the date of opening of the tender.
- c. The tender is to quote his rate in ink in both English figures and in English word.
- d. All corrections in the tender should be initiated by the tender before submission of the tender.
- e. Each page of the tender documents must be signed by the tenderer .All rates and prices quoted shall be in ink only.
- f. Canvassing in any form is strictly prohibited and any tenderer found to have resorted to canvassing should be liable to have his tender rejection summarily.
- g. In the event of the tender being submitted by a firm, it must be signed by a person holding a power of attorney authorizing him to do so, such power of attorney should be produced along with the tender.
- h. **Time** is the essence of this contract and preference is likely to be given to a tender who will be in a position to complete the works in all details within the shortest possible time. ***Maximum time permitted is 15 calendar days from the date of issuing Work Order. If the work is not completed within the stipulated period of time an amount of Rs 1000=00( Rupees one thousand only) to be deducted for each day of delay.***

**Zonal Head**

UCO BANK  
**ZONAL OFFICE - BURDWAN**  
in Durgapur

PROPOSED INTERNAL ELECTRICAL , AC AND LAN  
WORKS FOR PURULIA MUNSIFDANGA BRANCH AND ATM  
IN PURULIA DISTRICT

TENDER NOTICE NO. :- UCO - Z.O -Burdwan / Tender / Furnishing / Purulia Munsif danga / 02-2023  
Dated : 10-02-2023

**DETAILED NOTICE INVITING TENDERS**

1. Sealed tenders in the prescribed form are invited by the **ZONAL HEAD ZONAL OFFICE, BURDWAN**, from the **enlisted Furnishing Contractors of UCO BANK** , on item rate basis for **PROPOSED INTERNAL FURNISHING WORKS OF PURULIA MUNSIFDANGA branch in Purulia district.**
2. Tender documents with all relevant papers consisting of this Notice, Conditions of Tendering, Tender Form, General Conditions of Contract, Scheduled of Quantities and Specifications.
3. Tenders should always be placed in sealed covers with the name of work written on the envelope shall be received upto **4.00 p.m** on **16-02-2023** at the office of **The Zonal Head, Zonal office, Burdwan** and will be opened on **16 - 02 - 2023 at 4.30 p.m.** at the above office in presence of attending tenders or their authorized representative (not more than two at a time). Tender Documents will not be issued on the date fixed for the opening of the Tender and Tender documents will not be issued by post.
4. **Estimated amount is Rs .**
5. The Bank does not bind itself to accept the lowest tender and reserve the right to split up the order as and when necessary and accept or reject any or all Tenders without assigning any reason whatsoever.
6. Cost of Tender documents --- **Rs 500.00** ( Rupees five hundred only ) to be paid as draft , in the name of UCO BANK, payable at Durgapur, during the submission of tender. Without submission of this draft ,tender will be cancelled .
7. L1 bidder has to submit **2%** of the quoted value as **Earnest money** before the work is awarded, to be paid as draft , in the name of UCO BANK, payable at Durgapur, This earnest money will be refunded without any interest., after the work is completed and final payment is made.

**Zonal Head**

TENDER FORM

To

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**Tender Notice No. : -----**

**Date : -----**

***Name of work* : PROPOSED INTERNAL FURNISHING WORKS FOR PURULIA  
MUNSIFDANGA BRANCH AND ATM , UCObANK IN PURULIA DISTRICT**

I/We the undersigned have examined the tender documents and the site of works as hereby submit this tender amounting the sum of **Rs.** and should the same be accepted hereby undertake to execute complete and maintain all works as set forth in the schedule of quantities and Specifications in accordance with the conditions of Tendering, General Conditions of Contract, and the rates quoted by us in the aforesaid schedule of quantities all here to annexed or in default thereof to forfeit and pay to **UCO Bank** the sum of money mentioned in the aforesaid Documents.

I/We agree to abide by this Tender for the period of **three months** from the date fixed for opening of the same .

I/We undertake to complete and deliver the whole of the works covered under this tender within a period of **15 Calendar days** from the date of issue of work order.

I/We shall be bound by the terms and conditions of the tender documents and our accepted tender.

Dated .....

Witness .....

**Signature of Tenderer** .....

Name .....

**Name** .....

Address .....

**Address** .....

## GENERAL CONDITIONS OF CONTRACT.

Unless otherwise provided for in the contract Documents, these general conditions shall apply to the work of all the specification attached herewith.

1. The contractor shall provide all the necessary supervision during the execution of the works as long thereafter as the architect may consider necessary (which approval may at any time be withdrawn ) is to be constantly on the works and shall give his whole time to the supervision of the same. Such authorized agent or representative shall receive on behalf of the contractor directions and instructions from the Architect or Architect's representatives.
2. The contractor shall employ in and about the execution of the only such persons as are careful skilled and experienced in their trade and calling and the Architect's shall be at liberty to object to and require the contractor to remove from the site any person employed by the contractor in or about the execution of the work who in the opinion of the Architect misconduct's himself or is incompetent or negligent in the proper performance of his duties and such persons shall not be again employed upon the works without permission of the Architect.
3. The contractor shall inspect and examine the site and its surrounding and shall satisfy himself before the submission of his tender as to the nature of the site, the quantities of the nature of the work and materials necessary for the completion of the works and in general shall obtain all necessary information's like risks contingencies which may influence or effect his tender.
4. Rate quoted shall cover in all the items like transport, octroi, incidental Charges, duties, ,any other statutory govt. taxes, etc. for completing the works. No claim will be entertained by the bank due to any fluctuation in the rate of labour, material, Freights, taxes, duties etc. at any stage.  
The rate quoted will be firm during the entire period of work. **Only GST will be paid by bank as per govt. laws. Tenderer must have valid GST registration no.**  
The contractor has to arrange photo passes in prescribed Proforma for the man working in the site. The contractor has to pay all legal dues to the workman engaged by him during the work as per law in force.  
Contractor labour ( Regulation & Allowance 1970, P.P.Act 1952, Bonus Act 1965, Est. Act 1972, West Bengal House Rent Allowance Act 1974, Gratuity Act 1972, and latest amended Acts are to be complied to the labourers for the execution of the work.
5. If the contractor fails to pay legal dues to labour or any workmen, bank will reserve the right to deduct such due, from the final bill of the contractor and arrange for disbursement to the concerned labour or workmen.
6. Work has to be carried out at the site without affecting the normal activities of the Bank . The contractor will be responsible for any damage caused during the period of work and has to pay damage.

7. **Payment upon the Architect's Certificates** be made by **UCO Bank** to the contractor after such certificate has been delivered to the Zonal Head .
8. **If the contractor does not complete the work within the stipulated time, the contractor has to pay Rs 1000.00 for each day of delay.**
9. Material and workmanship shall confirm to relevant ISI specification. Contractor has to follow the instruction of the Architect or this authorized representatives during the period of work.
10. The quantities given in the schedule are approximate and may vary as per requirement of the site. Payment shall be made on the basis of actual measurement of the work to be certified by Architect. Measurement shall be made as per relevant IS code. **No discounts are allowed on the overall amount. Any discount to be given in the item wise rate only. If discount is given at the end on the overall amount tender will be cancelled.**
11. MAXIMUM time to complete is **15** Calendar days from the date of issue of work order.
12. The contractor will get the bill amount after completion of work only.  
*No advance money will be given prior to the start of work. or dumping materials at site or in between the work as a running account bill .*
13. The contractor has to clear all the materials, tools, tackles, scaffoldings etc. after completion of work without any extra charge.
14. The Bank shall not be liable for or in respect of any damage compensation payable at law in respect or in consequence of any accident or injury to any workmen or other person in the employment of the contractor and the contractor shall indemnify and keep indemnified the bank against all such damages and compensation( save and except as aforesaid) and against all claims, demands, proceeding costs, charges and expenses in respect thereof or in relation thereto.
15. **If the submitted total amount is below or above 15% of the Estimated amount then Detail Analysis of Rates to be given. Without this analysis submitted tender will be cancelled.**

**SIGNATURE OF TENDERER**

**MATERIAL SPECIFICATIONS FOR INTERIOR WORKS FOR  
UCO BANK**

- 1.A. HARD WOOD**  
All wood must be well seasoned,  
Free from Knots, other defects,  
Due to handling and transportation  
Wherever necessary, provide with  
Anti-terminate treatment.  
Door & Door frames Lipping. KAPOOR /  
SAL / BADAM
- 1.B. PLY WOOD ----- SLYVAN / ARCHID / GREEN PLY**
- 2. LAMINATE ----- SUNMICA / FORMICA / GREENLAM**  
(As per banks approved laminate colour )
- 3. ADHESIVE----- MARINE FEVICOL**
- 4. GLASS ----- MODI GUARD / SAINT GOBAIN**
- 5. MORTICE LOCK, FITTING----- GODREJ / EQ. BRAND**
- 6. WOOD PRESERVATIVE ----- TERMINATION TOR ( Pidilite )**  
STP – PENTAPHENE PALE
- 7. PAINT :- ENAMEL / EMULSION ----- BERGER , ASIAN PAINT / ICI**
- 8. FLOOR SPRING & DOOR CLOSER ----- GODREJ / OZONE**
- 9. FALSE CEILING ----- INDIA GYPSUM , ARMSTRONG**
- 10. VERTICAL BLINDS ----- VISTA / MAC**
- 11. CEMENT BOARD (for UPS Room ) ..... CHARMINAR / EVEREST / VISAKA**