

यूको बैंक



UCO BANK

सम्मान आपके विश्वास का

Honours your trust

RFP No.HO/GAD/ 4150 /2022-23

Date: 07.02.2023



UCO BANK

Head Office, General Administration Department

2nd Floor, 10 B T M Sarani, Kolkata – 700 001

Email: hogad.calcutta@ucobank.co.in

Phone: 033-44558406; Fax 033-22266459

Website <http://www.ucobank.com>

The information provided by the bidders in response to this RFP Document will become the property of the Bank and will not be returned. The Bank reserves the right to amend, rescind or reissue this RFP Document and all amendments will be advised to the bidders and such amendments will be binding on them. The Bank also reserves its right to accept or reject any or all the responses to this RFP Document without assigning any reason whatsoever.

This document is prepared by UCO Bank for Engagement of Agencies for Routine Maintenance/ Operation of Electrical Installations & A.C-Operation at Bank's UCO Bank Premises (Executive Training Centre) at Premises No.14-0374, Plot No.CBD-84, Action Area CBD, Newtown, Kolkata-700156 . It should not be reused or copied or used either partially or fully in any form.

PART-I (Technical Bid)

यूको बैंक सामान्य प्रशासन विभाग, प्रधान कार्यालय, दूसरा तल, 10 बी टी एम सराणी, कोलकाता 700001
UCO Bank, General Administration Department, Head Office, 2nd Floor, 10 B T M Sarani, Kolkata –
700001 Phone: 033 44558406, Fax: 033 22266459, E-mail: hogad.calcutta@ucobank.co.in

राजभाषा में काम – राष्ट्र का सम्मान

यूको बैंक



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Disclaimer

While the document has been prepared in good faith, no representation or warranty, express or implied, is or will be made, and no responsibility or liability will be accepted by UCO BANK or any of its employees, in relation to the accuracy or completeness of this document and any liability thereof expressly disclaimed. The RFP is not an offer by UCO BANK, but an invitation for bidder's responses. No contractual obligation on behalf of UCO BANK, whatsoever, shall arise from the offer process unless and until a formal contract is signed and executed by duly authorized officials of UCO BANK and the selected Bidder.

NOTICE INVITING TENDERS

1) UCO Bank invites sealed two part tender offers (technical and commercial offer) from reputed and interested Electrical Maintenance Contractors.

2) B) Salient Feature

Tender Reference	HO/GAD/ 4150 /2022-23 dated 07.02.2023
Name of the work	Engagement of Agencies for Routine Maintenance/ Operation of Electrical Installations & A.C-Operation at Bank's UCO Bank Premises (Executive Training Centre) at Premises No.14-0374,Plot No.CBD-84,Action Area CBD,Newtown,Kolkata-700156
Estimated Cost	Rs.1.75 Lakh(Monthly)
Cost of Tender Documents	Rs. 1,000.00 (Rupees One Thousand only) (Non refundable). Not Applicable for MSME(Document related MSME to be furnished Under Part-I). The tender document to be downloaded from Bank's website www.ucobank.com. Cost of Tender Document is to be submitted with Technical Bid (Part-I of tender documents) in the form of Pay Order/Demand Draft in favour of UCO Bank, payable at Kolkata.
EMD	EMD: a) Rs. 2,000.00 (Rupees Two Thousand only) must be submitted with Technical Bid (Part-I) in the form of pay order /demand draft in favour of UCO Bank, payable at Kolkata . Not Applicable for MSME(Document related MSME to be furnished Under Part-I). b) EMD of unsuccessful bidders will be released (without any interest) against their request letter after acceptance of L.O.I by the identified bidders . c) EMD of L-1 bidders will be released (without any interest) after submission of Performance Bank Guarantee. d) However, if Successful tenderer withdraws their acceptance of our L.O.I before submission of Performance

	Bank Guarantee, UCO Bank will have the right to forfeit the Earnest Money Deposit without making reference .
Advertisement in News Papers and Bank's website on	07.02.2023
Pre Bid Meeting	Pre Bid Meeting will be held on 15.02.2023 at 15.00 hours in UCO Bank, GAD, Head Office at 2 nd Floor,10 BTM Sarani, Kolkata-700001 where issues relating to the tender will be discussed and clarifications, if any, will be furnished. Bidders are requested to attend the pre-bid meeting at their cost.The decision taken on Pre Bid meeting will be uploaded in Bank's website in form of corregendum which will be the part of tender document.
Last Date & Time for Submission of Tender	Tender document to be submitted on or before 28.02.2023 upto 2:30 PM at UCO Bank, GAD, Head Office at 2 nd Floor,10 BTM sarani, Kolkata-700001
Date and Time of Opening Technical Bid i.e Part-I	28.02.2023 at 15:30 PM at UCO Bank, GAD, Head Office at 2 nd Floor,10 BTM sarani, Kolkata-700001
Date of Opening of Financial Bid	Financial Bid(Part-II of tender) of those vendors who will be qualified against Part-I of Tender,will be opened at a later date and the same will be communicated to all eligible vendors .
Address of Communication	UCO Bank, Head Office Head Office General Department 2 nd Floor,10 B.T.M. Sarani Kolkata-700 001
Email address	hogad.calcutta@ucobank.co.in
Contact Telephone/Fax Numbers	Tel :033-4455-8099/7383
Bids to be submitted	Tender box placed at above address
Date of Opening of Financial Bid	Financial Bid(Part-II of tender) of those vendors who will be qualified against Part-I of Tender,will be opened at a later date and the same will be communicated to all eligible vendors .
Submission of Bids	Bid must be submitted in <u>Two Bid System</u>
Mode of submission of Two Bid System Tender:	<u>Sealed Tenders are to be submitted in two parts.</u> The envelope containing Part-I of tender should be super scribed clearly " Part-I (Technical Bid)" and the name of work

	whereas the separate envelope containing Part-II should be super scribed clearly "Part-II (Price Bid)" and the name of work. Both Part-I and Part-II should be sealed in a third envelop and should be super scribed clearly name of the work at top and will be addressed to 'The Asst.General Manager (GA), UCO Bank, General Administration Deptt,2 nd Floor,10 BTM Sarani. Kolkata-700001' and must be submitted on or before the date & time of submission of tender.
Contents of the Technical Bid(Part-I):	<p>a. Cost of Tender &EMD</p> <p>b. Bidder's Covering letter</p> <p>c. Application Format as stipulated in RFP,(Annexure-III)</p> <p>d. Documents in support of all eligibility criteria</p> <p>e. All pages of this RFP as downloaded from the website duly signed by the authorized representative of the company on all pages including all Annexures.</p> <p>f.Duly filled up integrity Pact as per Bank's format</p>
Validity of Tenders	90 (Ninety) days from the date of opening.

C) Documents required with the prescribed form:

- (i) Original Demand Draft of Tender Cost and EMD/Pre Contract Integrity Pact and all documents related to Contents of the Technical Bid(Part-I) and other relevant/required documents as demanded by the Bank and Hard copy of Price bid should be a complete document and placed in a sealed envelope super-scribed as "PRICE BID(Part-II)". to be also submitted in hard copy at UCO Bank, General Administration Deptt.,Head Office, 2nd Floor, 10 B.T.M. Sarani on or before dd.mm.2021 at 04:00pm.
- (ii) The RFP bids should be submitted in one big non window-envelope containing 2 separate non-window envelopes one for Technical Bid and other for Price Bid. These two sealed envelopes should be placed in a single sealed envelope super-scribed as "RFP For Engagement of Agencies for Routine Maintenance/ Operation of Electrical Installations & A.C-Operation at Bank's UCO Bank Premises (Executive Training Centre) at Premises No.14-0374,Plot No.CBD-84,Action Area CBD,Newtown,Kolkata-700156"

D) Miscellaneous :

- 1) All the information relating to corrigendum if any, result of pre-bid meeting , selection of bidders to participate in Price Bid , name of L-1 bidders etc. will be



uploaded in Bank's website which may please be noted. No separate newspaper notification will be issued in this regard.

2) Vendor's representatives will be allowed to be present during opening of bids at their cost.

3) In case date of pre-bid meeting, last date of receipt or opening of tender are declared as holiday, the respective date shall be treated as deferred and will be re-scheduled to next working day correspondingly.

4) It may be noted that the requirement given in this RFP is indicative only .

5) Tenders/offers through email will not be accepted.

5) Bank reserve the right to accept or cancel any or all tenders without assigning any reason.

6) All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect or there is any correction in Price Bid is not duly signed and dated by the bidder are liable to be rejected.

Astt. General Manager,
Head Office -GAD
UCO Bank, Kolkata

Eligibility conditions:

i) The bidder should be a Firm/Company/Govt Deptt having valid license issued by the Local Body, authorized to issue such certificate.



- ii) The bidder should have a minimum Annual turnover of twice of estimated yearly expenditure (given in page-3) for the last three financial years ending 31.03.2022 .Certificate of audited balance sheet for last three years must be enclosed. **Vendor should be a profitable organization.**
- iii) Bidder should have (a) Professional Tax registration certificate (Employer & Employee),(b) PF registration certificate and (c) ESI registration certificate .
- iv) The bidder must be registered under GST .
- v) The bidder must have PAN.
- vi) The bidder must have experience in executing the similar work as under at Public Sector Banks/RBI/Govt Organisations/PSU:
- a. Three similar completed works costing not less than the amount equal to 40% of the estimated yearly expenditure (given in page-3) within seven years ending last day of the month previous to the one in which applications are invited in execution of similar works.
or
- b. Two similar completed works costing not less than the amount equal to 50% of the estimated yearly expenditure (given in page-3)within seven years ending last day of the month previous to the one in which applications are invited in execution of similar works.
or
- c. One similar completed work costing not less than the amount equal to 80% of the estimated yearly expenditure (given in page-3) within seven years ending last day of the month previous to the one in which applications are invited in execution of similar works .
- vii) The bidder must have registered **and well equipped** office at Kolkata **at least for last five years.**
- viii) Bidder must have valid Electrical Contractors License with Electrical Supervisor holding Supervisor competency on parts 1,2,3,4,5,7(A)(B),11 & 12 as per I.E Rules or equivalent National Supervisors Certificate of competency. The bidder should have the acknowledgement of authentication from Directorate of Electricity,West Bengal in respect of the Supervisor attached with the firm.

GENERAL TERMS AND CONDITIONS OF CONTRACT

1. Evaluation of L1 Bidder:On the basis of price bid only

Price Bid shall contain only the Price of the work as per the bills of quantities along with duly signed Scope of work and Deployment of Manpower of the tender(Annexure-A & Annexure-



B) and documents is support of minimum wages, proportion of PF,ESIC as per notification no. 1/16(3)/2022-LS=II dtd 28.9.2022; office of the Chief Labour Commissioner@ New Delhi—Ministry of Labour & Employment. Price bid will contain two parts:- (1) Wages Overhead (2) Contactor Overhead. L-1 will be evaluated on lowest price(% value) offered under parameter "Contractors Overhead" by the bidder.

- a. Wages Overhead will contain latest minimum wages fixed by notification no. 1/16(3)/2022-LS=II dtd 28.9.2022; office of the Chief Labour Commissioner@ New Delhi—Ministry of Labour & Employment and P.F & ESI applicable at present. (it will be same for every bidder)
- b. Contractor Overhead will consist percentage (%) Monthly Profit on wages part.(It will be variable and deciding factor)

2 REJECTION OF BID:

The bid is liable to be rejected if:

- Tenders not received in two parts in separate envelopes.
- It is not in conformity with the instruction mentioned in this tender document.
- If it is not accompanied by requisite tender cost and EMD as stated above.
- It is received after expiry of the due date and /or time.
- It is evasive and contains incorrect information.
- If there is canvassing of any kind.
- It is submitted anywhere other than the tender box or to the addressee.
- If any indication of price/rate/charges is being found in Part-I of the tender.
- If the tender/R.F.P is conditional and Price bid not duly filled up .

3 Irrevocable Performance Cum Security Bank Garrantee against each location: Successful Bidder will have to submit an **Irrevocable Performance Cum Security** Deposit by way of **Bank Guarantee @ 10%** of the total initial **year contract value** on the basis of Minimum Wages as on date of LOI (Letter of Intent)**prior to or at the time of execution of the Agreement** which will be valid for three years with a claim period of further three months . The Bank Guarantee to be issued by any Nationalized Bank or any scheduled commercial Bank in India other than UCO Bank or its subsidiary, as enclosed format in Annexure-C.In case of default on the part of contractor to perform and observe any covenant, conditions and provisions herein contained, it shall be lawful for UCO Bank in its absolute discretion to forfeit the whole of the security deposit or a part thereof without prejudice to any other rights or remedies that may be available to it against the Contractor under the agreement, for



such breach of contract. The Bank Guarantee will be returned only after satisfactory fulfillment of the contract by the contractor. In case the contractor abandons the contract or leaves the contract unperformed, the Bank Guarantee will be liable to be invoked and forfeited.

All compensation or other sums of money payable by the contractor to the UCO Bank under the terms of the contract will be realized from the proceeds of invoked Bank Guarantee and the amount of pending bills if any and if there is any short fall found, in such case, the contractor shall make good of the said short fall amount in cash within 15 (fifteen) days from the date of demand by the UCO Bank.

4 Contract Period: Contract shall be valid for a period of 3 (three) years from the date of execution of Agreement or Work Order (whichever is earlier). The Contract can be renewed for further period one year (only for once) at same terms & condition on mutually understanding between Contractor & Bank and on finding satisfactory service rendered by the contractor during the contract period. The contract can however, be terminated by UCO Bank by giving a notice of 30 (thirty) days without assigning any reason whatsoever, thereof without any cost or compensation.

5 The contractor must not assign and/or transfer the contract. He/She/they must not sub-let any portion of the contract failing which the UCO Bank may rescind the contract and the performance security by way of Irrevocable Bank Guarantee shall be invoked and forfeited at the absolute discretion of UCO Bank .

6 The successful bidder must co-operate with other contractors engaged by the UCO Bank and the work shall proceed smoothly with the satisfaction of the authorized officer of the UCO Bank.

7 On award of work, the contractor will furnish to UCO Bank full particulars of the staff to be deployed on the work and issue / obtain identity cards, which shall be carried by them throughout the time of their duty. The security staff of UCO Bank shall have right to check or interrogate to any of the contractor's staff while entering / leaving the premises.

8 The staff provided by the contractor shall be disciplined, polite and courteous. They shall not misbehave with any UCO Bank staff and officer and shall not engage themselves in any unlawful activities / any political activities in the premises. The contractor shall be fully responsible for any theft, burglary, fire or any other mischievous deeds of his/her/their staff and compensate UCO Bank accordingly and shall replace any staff if asked for by UCO Bank.

9 Scope of work: Scope of work will be governed by stipulated scope of work at **Annexure –B**

10 Deployment of labour against each location: Deployment of labour will be governed by stipulated scope of work at Annexure -A



11 The contractor should refrain from Corrupt or Fraudulent Practices. The UCO Bank requires that Tenderers/ Contractors under this contract observe the highest standard of ethics during the procurement and execution of this contract. In pursuance of this policy, the UCO Bank:

- a) Defines, for the purpose of these provisions, the terms set forth below as follows:
 - i. "corrupt practice" means offering, giving, receiving or soliciting of anything of value to influence the action of a bank official in the procurement process or in contract execution; and
 - ii. "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the UCO Bank, and includes collusive practice among Tenderers (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the UCO Bank of the benefits of free and open competition.
- b) Will reject a proposal for award of work if it determines that the Tenderer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- c) Will declare a Tenderer/bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract/contracts if it at any time determines that the Tenderer has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.

12. Termination of Contract:

12.1 The UCO Bank may terminate the Contract, if the other party causes a fundamental breach of the Contract.

12.2. Fundamental breaches of Contract include, but shall not be limited to, the following:

- (i) the tenderer/bidder stops work when no stoppage of services is instructed and the stoppage has not been authorized by the UCO Bank or its nominee.
- (ii) the tenderer/bidder becomes bankrupt or goes into liquidation other than for a reconstruction restructure or amalgamation.
- (iii) if the tenderer/bidder, in the judgment of the UCO Bank, has engaged in corrupt or fraudulent practices in competing for or in the executing the Contract.

For the purpose of this paragraph: "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the UCO Bank, and includes collusive practice. Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the UCO Bank of the benefits of free and open competition."

- 12.3. When the UCO Bank gives notice of a breach of contract to the Successful Tenderer/Bidder for a cause other than those listed above, the UCO Bank shall decide whether the breach is fundamental or not.
- 12.4. If the tenderer/bidder or any of its employee is convicted for any crime or offense, fails or refuses to comply with the written policies or reasonable directives of the Bank, is guilty of serious misconduct in connection with performance hereunder, or materially breaches provisions of this Agreement, the Bank at any time may terminate the engagement of the Successful Tenderer/Bidder immediately and without giving prior written notice to the Successful Tenderer/Bidder.
- 12.5. In case of non-compliance or breach of any terms of contract or unsatisfactory or inefficient servicing on the part of the Successful Tenderer/Bidder, the UCO Bank will be at liberty to revoke the contract without giving any notice or payment in lieu of notice.
- 12.6. In case, worker deployed by the tenderer/bidder shows any agitation program in Bank Premises.
- 12.7. If service is not satisfactory.
- 13. Effect of termination of contract:**
- a) On termination of Agreement, the irrevocable Bank Guarantee as Performance Security will be invoked by the UCO Bank and proceeds thereof to be forfeited and to enforce the bond of indemnity without prejudice to its rights & contentions available under the law for the time being in force ;
- b) If the Contract is terminated, the Successful Tenderer/Bidder shall stop service immediately, make the Site safe and secure and leave the Site after ensuring proper handing over the charge, as soon as reasonably possible.
- 13.1. **Termination for Default.** The UCO Bank may, without prejudice, to any other remedy for breach of contract, by giving 30 (thirty) days written notice of default to the Successful Tenderer/Bidder, terminate the contract in whole or in part if:
- a) The qualified Successful Tenderer/Bidder fails to deliver any or all of the obligations within the time period(s) specified in the contract, or any extension thereof granted by the UCO Bank.
- b) The qualified Successful Tenderer/Bidder fails to perform any other obligation(s) under the contract.
- 13.2. **Termination for Insolvency, Dissolution etc.** The UCO Bank may at any time terminate the contract by giving written notice to the Successful Tenderer/Bidder without any cost or compensation therefor, if the Successful Tenderer/Bidder becomes bankrupt or otherwise insolvent or in case of dissolution of firm or winding up of company, provided that such termination will not prejudice or effect any right of action or remedy which has accrued thereafter to the UCO Bank.
- 13.3. **Termination for Convenience: The UCO Bank** reserves the right to terminate by giving 30 (Thirty) days written notice, the whole or part of the contract without any cost or compensation therefor. The notice of termination shall specify that termination be for the UCO Bank's convenience, the extent to which performance of work under the contract is terminated and the date on which such termination becomes effective.



13.4. **No Claim Certificate:** The qualified Successful Tenderer/Bidder shall not, be entitled to make any claim, whatsoever, against the UCO Bank under or by virtue of or arising out of this contract nor shall the UCO Bank entertain or consider any such claim after Successful Tenderer/Bidder shall have signed a "no claim" certificate in favour of the UCO Bank in such forms as shall be required by the UCO Bank after the works are finally accepted.

13.5. **Suspension :**The UCO Bank may, by a written notice of suspension, suspend all payments to the Successful Tenderer/Bidder under the contract, if the Successful Tenderer/Bidder fails to perform any of its obligations under this contract, (including the carrying out of the services) provided that such notice of suspension:

- a) Shall specify the nature of the failure and
- b) Shall request the Successful Tenderer/Bidder to remedy such failure within a specified period from the date of issue of such notice of suspension.

13.6. **Protection & Limitations:**

- i) Successful Tenderer/Bidder (the "Indemnifying Party") undertakes to indemnify the UCO Bank (the "Indemnified Party") from and against all losses, claims or damages including losses, claims or damages on account of bodily injury, death or damage to any tangible assets.
- ii) There shall be no limitation of liability in case of any damages for bodily injury (including death) and damage to real property and tangible personal property as also intangible personal property and intellectual property rights. Personnel assigned by Successful Tenderer/Bidder to perform the Services shall be employees of Successful Tenderer/Bidder, and under no circumstances will such personnel be considered employees of client. Successful Tenderer/Bidder shall have the sole responsibility for supervision and control of its personnel and for payment of such personnel's entire compensation, including salary, worker's compensation, employee and disability benefits and shall be responsible for all employer obligations under all applicable laws.
- iii) The Successful Tenderer/Bidder shall provide indemnity towards any damage, misdemeanor of the Successful Tenderer/Bidder employees or authorized personnel to the UCO Bank. Further the UCO Bank shall not be responsible for any payments, statutory obligations like insurance cover, PF, etc., for accident, mishap, handicap and/or death

13.7. **Payment upon Termination:** If the Contract is terminated because of a fundamental breach of Contract by the Successful Tenderer/Bidder, the UCO Bank shall issue a certificate for the value of the services done, less Liquidated damages / penalty up to the date of the issue of the certificate, less other recoveries due in terms of the contract, less taxes due to be deducted at source as per applicable laws and less the percentage to apply to the services not completed as indicated in the Contract Document. If the total amount due to the UCO Bank exceeds any payment due to the Successful Tenderer/Bidder, the difference shall be a debt payable to the UCO Bank by the Successful Tenderer/Bidder which will be paid by the



Successful Tenderer/Bidder within thirty days from the date of demand otherwise the Bank Guarantee will be invoked and the proceeds will be appropriated and forfeited.

14. Indemnity: The successful tenderer who has been awarded work, shall furnish Bond of Indemnity in favour of UCO Bank, as per Bank's enclosed Format in **Annexure-H** , on or before date of execution of Agreement.

15. INTEGRITY : SuccessfulTenderer/Bidder has to submit Integrity Pact as per Bank's format as per **Annexure-E** on Non-judicial Stamp Paper of appropriate value along with Part-I .

16. Resolution of Disputes: The Vendor and the Bank shall endeavor their best to amicably settle all disputes arising out of or in connection with the Contract in the following manner:

a. The Party raising a dispute shall address to the other Party a notice requesting an amicable settlement of the dispute within seven (7) days of receipt of the notice.

b. The matter will be referred for negotiation between authorized representative of UCO BANK and the Authorized Official of the Vendor. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15 days.

In case any dispute between the Parties, is not settled by negotiation in the manner as mentioned above, the same may be resolved exclusively by arbitration and such dispute may be submitted by either party for arbitration within 15 days of the failure of negotiations. Each Party to the dispute shall appoint one arbitrator of their own choice and the two appointed arbitrators shall appoint the third arbitrator who will act as the presiding arbitrator. Arbitration shall be held in Kolkata and conducted in English as per provisions of Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof.

The "Arbitration Notice" should accurately set out the disputes between the parties, the intention of the aggrieved party to refer such disputes to arbitration as provided herein, the name of the person it seeks to appoint as an arbitrator with a request to the other party to appoint its arbitrator within 45 days from receipt of the notice. All notices by one party to the other in connection with the arbitration shall be in writing and be made as provided in this tender document.

The Vendor shall not be entitled to suspend the Service/s or the completion of the job, pending resolution of any dispute between the Parties, rather shall continue to render the Service/s in accordance with the provisions of the SLA notwithstanding the existence of any dispute between the Parties or the subsistence of any arbitration or other proceedings.

17. Governing Laws & regulation: All legal proceedings shall be under the jurisdiction of courts situated in Kolkata, West Bengal and according to the Law of the country i.e. India.

18. Successful Tenderer/Bidder/s has/have to submit valid license of worker/s issued by Appropriate Authority within 15 days from the date of acceptance of work Award.

19. It is mandatory to pay P.F,ESIC,Bonus by the Successful Tenderer/Bidder to his employees as per rule.

20. Successful Tenderer/Bidder/s has/have to submit documents related to P.F,ESIC Electrical Work Man License etc. of his/her/its/their employees to the Bank within one month from the date of acceptance of work Award.

21. The deployment of operating/maintenance personnel should comply with the prevailing rates prescribed by the Central Government notification for minimum wages . **However, difference of amount of minimum wages if any** (including proportion of PF ESIC as at par rule), **due to revision will be reimbursed by the Bank upon production of documentary evidence against your quotation in Sl.No. A of BOQ. Contractors Over Head** will be % on total monthly labour wages **in Sl.No. B of BOQ. Rate of % will be fixed for entire contract period.** Bonus (if applicable) to be borne by the contractor from the **Contractors Over Head.**

22. Successful Tenderer/Bidder/s has/have to maintain a logbook/ service card/Attendance Register for keeping record of presence of worker/s at site and must be authenticated by Bank's official.

23. Successful Tenderer/Bidder/s has/have to provide photo- identity card to his/her/its/their employees at his/her/its/their own costs. Worker/s engaged at site for providing service must be with identity card

24. Successful Tenderer/Bidder/s has/have to pay monthly wages of his/her/its/their worker/s as per Form XVII [Format Given in Annexure-G](See rule 78(2)(a) Register of wages) in presence of Bank's Official and the wages voucher must be authenticated by Bank's official **or** monthly wages may directly credited to worker's Bank's account .

25. **Acceptance Letter/Letter of Intent :** Bank has the right to cancel the Award of Contract, if the same is not accepted by the Contractor within a period of 15 days from the date of issue of the Acceptance Letter/Letter of Indent.

26. **Execution of Agreement:** Successful Tenderer/Bidder shall have to execute an Agreement with the Bank in non-judicial stamp paper of requisite value as per Bank's enclosed Format in **Annexure-D.**

27. **Terms of Payment:** Payment of GST will be made by General Administration Deptt, UCO Bank, Head Office against monthly bill to be raised by the Successful Tenderer/Bidder after satisfactory completion of service in each month. For non-attendance of operating/maintenance personnel on any day, penalty at the rate of double the pro-data rate will be deducted from monthly bill of the Successful Tenderer/Bidder. Successful Tenderer/Bidder has to submit the following documents with monthly bill for making payment in each month. Other statutory deductions like income tax etc will be deducted from your monthly bill as per rule.

a) Copy of Service card/attendance sheet duly signed by Bank official .



b) Copy of wages voucher duly signed by the worker along with copy of Bank's account statement/details of the worker showing payment to workers of the Successful Tenderer/Bidder/s engaged for rendering service for Maintenance of Electrical Systems (H.T & L.T) & Installations & ac Operation

c) Doccumetary evidence of P.F & ESIC Statement.

28.Taxes: GST on service contract charges will be paid extra against monthly bill at the rate prevailing at the time of payment of the bill.

Additional Terms & Condition on Taxes is are as follows:

- Supplier/service provider to confirm that the GST amount charged in invoice is declared in its returns and payment of taxes is also made.
- The Supplier/ Service Provider agrees to comply with all applicable GST laws, including GST acts, rules, regulations, procedures, circulars & instructions there under applicable in India from time to time and to ensure that such compliance is done within the time prescribed under such laws. Supplier/Service Provider should ensure accurate transaction details, as required by GST laws, are timely uploaded in GSTN¹. In case there is any mismatch between the details so uploaded in GSTN by Supplier/ Service Provider and details available with UCO Bank, then payments to Supplier/Service Provider to the extent of GST relating to the invoices/s under mismatch may be retained from due payments till such time the accurate tax amount is finally reflected in the GSTN to UCO Bank's Account and is finally available to UCO Bank in terms of GST laws and that the credit of GST so taken by UCO Bank is not required to be reversed at a later date along with applicable interest.
- UCO Bank has the right to recover monetary loss including interest and penalty suffered by it due to any non-compliance of tax laws by the supplier/service provider. Any loss of input tax credit to UCO Bank for the fault of supplier shall be recovered by UCO Bank by way of adjustment in the consideration payable.
- Supplementary invoices/debit note/credit note for price revisions to enable UCO Bank to claim tax benefit on the same shall be issued by you for a particular year before September of the succeeding financial year.

The purchase order/ work order shall be void, if at any point of time you are found be to a black listed dealer as per GSTN rating system and further no payment shall be entertained.



29. Successful Tenderer/Bidder/s has/have to furnish an Undertaking for compliance of the Provisions of the Contract Labour (Regulation & Abolition) Act, 1970, Rules and other laws as applicable as per Bank's format as per Annexure-F.

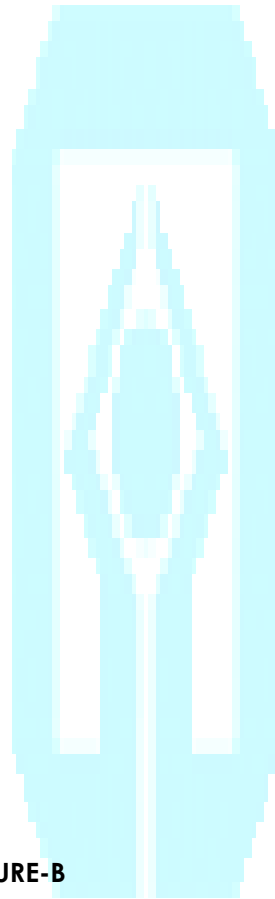
Asstt.General Manager(GA)

ANNEXURE-A

DEPLOYMENT OF WORKER/LABOUR

Sl.No	Location	Proposed contract		
		Duties	Manpower	
			Semi Skilled	Unskilled

1	UCO Bank Premises (Executive Training Centre) at Premises No.14- 0374,Plot No.CBD- 84,Action Area CBD,Newtown,Kolkata- 700156	24 hrs X365 days (Round the clock)	01 (Per Shift for 8 hrs of duty)	01 (Per Shift for 8 hrs of duty)
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ANNEXURE-B

DETAIL SCOPE OF WORK

SL.NO	TYPE OF WORK	DETAIL SCOPE OF WORK
1	OPERATION AND ROUTINE MAINTENANCE OF ALL ELECTRICAL	<p>1. Operation:</p> <p>➤ Day to day operation (switch on/off) of water pumps as per requirement for maintaining uninterrupted supply of water in the buildings .</p>

	<p>SYSTEMS(H.T & L.T) & INSTALLATIONS ETC.</p>	<ul style="list-style-type: none"> ➤ Contractor will have to put on/off, on daily basis all main switches, distribution boards, light, fan & ac switches and other electrical installations as per requirement and in accordance with the instructions given by the authorized official of the respective building. ➤ Maintaining record of operating temperature of transformer, incoming/ outgoing voltage and current in H.T & L.T switchgears, system power factor, interruption of supply of power(if any) etc. in a log book on day to day basis and signed by authorized official of the respective building. ➤ Keeping the records of electrical related complaints with necessary remedial action taken in a log book on daily basis and signed by the authorized official of the respective building. ➤ To inform appropriate power supply agency i.e CESC/WBSEDCL immediately, in the event of breakdown of power supply from their source and to follow up with the power supply agency for restoration of supply at the earliest. ➤ Maintenance of general cleanliness of all electrical panel boards, switchboards, transformer ect. as well as Sub-station rooms, Generator room, Lift machine room, and electrical rooms in the respective building. ➤ Operation of Bank's Diesel Generator Set. Maintenance of D.G Set will be done by the Bank. Fuel of D.G Set will be proved by the Bank <p style="text-align: center;">2. Routine & Preventive Maintenance:</p> <ul style="list-style-type: none"> ➤ Routine & Preventive maintenance of all electrical installations, H.T switchgears at the consumer end, capacitor panel, main L.T. Panel board, off load tap changing device of transformers,in indoor sub-station, electrical wiring / points/ connections and installation including main switches, control switches like MCCB, MCB, SFU, DB, Changeover switch, all light fittings & fixtures, all kind of fans e.t.c of the building viz check up, cleaning, tightening of loose terminal connections etc in each month and maintain record duly signed by authorized official of the Bank. ➤ Contractor will have to undertake the job of routine maintenance/repair/alteration of electrical installations by way of replacing damaged switches, light fittings, plug sockets, plug tops, calling bells, wiring connecting loop wires, MCCB, MCB, SFU, punctured fuses and other electrical equipment/accessories as and when required basis as per Bank's advice and will submit the bill along with cash memo of materials purchased with load of 10% as overhead. However, Bank will have the discretion to supply the materials if situation warranted. No labour cost will be paid additionally for routine maintenance job. Old/scrap materials are to be deposited to the authorized official of the Bank. ➤ Necessary tools & instruments for operation and routine maintenance of Electrical Installations, within the scope of work will be provided by the contractor at his/her/its/their own costs. ➤ Cleaning of Solar Panel. However maintenance of Solar panel will be under Bank's scope.
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		<p>In case of emergency/major fault if any additional labour(both H.T & L.T) is required beside the sanctioned manpower, Bank will pay additional labour cost to the respective contractor subject to prior approval from the Bank.</p> <p>Inspection of air conditioner ,Diesel Generator, Lift ,pump etc during day as well as during night shifts and any irregularity observed must be reported immediately to the authorized official of the Bank.</p>
2	OPERATION OF AIR CONDITIONING SYSTEM	<ul style="list-style-type: none"> ➤ Keeping the records of A.C units related complaints with necessary remedial action taken in a log book on daily basis and signed by the authorized official of the respective building. ➤ Put on/off on daily basis all A.C Units is various floors. ➤ To inform the maintenance service provider of A.C units , in the event of breakdown or any technical problem . ➤ Operation & maintaining temperature of the air conditioner machines installed at the respective building.

ANNEXURE-C

FORMAT OF BANK GUARANTEE

(To be stamped in accordance with the stamp act)

To:
The

(To be stamped in accordance with the stamp act)

1. In consideration of UCO BANK, a body corporate constituted under the Banking Companies (Acquisition & Transfer of Undertaking) Act, 1970 as amendment from time to time having its head office at 10 BIPLABI TRILOKYA MAHARAJ SARANI (BRABOURNE ROAD), Kolkata-700001 (hereinafter called "UCO BANK") having agreed to engage M/s (Name of the vendor Company) a Company incorporated under the Companies Act, 1956 having its registered office at (Address of the vendor company) (hereinafter called "the said VENDOR") from the demand, under the terms and conditions of UCO BANK's purchase order/ Letter of Intent bearing no.dated..... issued to the Vendor and an Agreement no.....dated..... made between UCO BANK and the Vendor for a period of in pursuance of Request For Proposal no.....dated....., as modified, (hereinafter called "the said Agreement"), of security deposit for the due fulfillment by the said VENDOR of the Terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs..... (Rupees..... Only).

We..... [indicate the name of the bank ISSUING THE BANK GUARANTEE] (hereinafter referred to as "the Bank") at the request of [VENDOR] do hereby undertake to pay to UCO BANK an amount not exceeding Rs.....against any loss or damage caused to or suffered or would be caused to or suffered by UCO BANK by reason of any breach by the said VENDOR of any of the terms or conditions contained in the said Agreement.

2. We [indicate the name of the bank ISSUING THE BANK GUARANTEE] do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from UCO BANK stating that the amount claimed is due by way of loss or damage caused to or breach by the said VENDOR of any of the terms or conditions contained in the said Agreement or by reason

of the VENDOR'S failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....

3. We undertake to pay to UCO BANK any money so demanded notwithstanding any dispute or disputes raised by the VENDOR in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment as made by us under this bond shall be a valid discharge of our liability for payment there under and the VENDOR for payment there under and the VENDOR shall have no claim against us for making such payment.

4. We, [indicate the name of the bank ISSUING THE GUARANTEE] further agree that the guarantee herein contained shall remain in full force and



effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of BANK under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till UCO BANK certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said VENDOR and accordingly discharged this guarantee.

Unless a demand or claim under this guarantee is made on us in writing on or before(Expiry of claim period), we shall be discharged from all liabilities under this guarantee thereafter.

5. We [indicate the name of bank ISSUING THE GUARANTEE] further agree with UCO BANK that UCO BANK shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said VENDOR from time or to postpone for any time, or from time to time any of the powers exercisable by UCO BANK against the said VENDOR and to forebear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any variation, or extension being granted to the said VENDOR or for any forbearance, act or omission on the part of UCO BANK of any indulgence by UCO BANK to the said VENDOR or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the VENDOR.

7. We, [indicate the name of Bank ISSUING THE GUARANTEE] lastly undertake not to revoke this guarantee during its currency except with the previous consent of UCO BANK in writing.

Notwithstanding anything contained herein:

i) Our liability under this Bank Guarantee shall not exceed Rs..... (Rupees.....) only.

ii) This Bank Guarantee shall be valid upto and

iii) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before

.....(date of expiry of Guarantee including claim period).

8. Dated the day of for..... [indicate the name of Bank]



Yours' faithfully,

For and on behalf of

_ Bank Authorised Official

ANNEXURE-D

FORMAT OF AGREEMENT

Article of agreement made this _____day of _____ 2023 between the "UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 as amended from time to time having its Head Office at No.10, BTM Sarani, Kolkata-700001 (hereinafter referred to as "Bank" which expression shall unless excluded by or repugnant to the subject or context be deemed to mean and include its assigns and successors) of the "ONE PART and M/s having its registered office at (herein after called "The Vendor") of the other part, which expression should include its successor/s and assignee/s.

Whereas the Bank is desirous of executing Contract for at UCO Bank(hereinafter called "Bank")

And whereas the said work as mentioned in the work order have been accepted and signed by and on behalf of the Vendor.



And whereas the vendor has agreed to execute upon and subject to condition set forth herein and work order, General conditions of contract, special condition of contract, including all other conditions as mentioned, in the work order, specifications and all correspondence exchanged by or between the parties from the submission of tender till the award of work, both letter inclusive,(all of which are collectively hereinafter referred to as "the said conditions") the work described in the said specification and included in the tender at the rates therein set for in UCO Bank Work Order No..... dated2023 and amounting to the sum of Rs.(Rupees only) inclusive of all Taxes .

NOW IT IS HEREBY AGREED AS FOLLOWS:

The following documents attached hereto shall be deemed to form an integral part of this Agreement:

- (a) Work order letter no-..... dated
- (b) R.F.P.(Request For Proposal) dated
- (c) Corrigendum (if any) dated
- (d) Annexure attached to this agreement

GENERAL TERMS & CONDITIONS

1. Contract Period: Contract shall be valid for a period of 3 (three) years from the date of execution of Agreement or Work Order (whichever is earlier). The Contract can be renewed for further period one year (only for once) at same terms & condition on mutually understanding between Contractor & Bank and on finding satisfactory service rendered by the contractor during the contract period.The contract can however, be terminated by UCO Bank by giving a notice of 30 (thirty) days without assigning any reason whatsoever, thereof without any cost or compensation.

2. Scope of work: Scope of work will be governed by stipulated scope of work at Annexure –B

3. Deployment of labour against each location: Deployment of labour will be governed by stipulated scope of work at Annexure -A

4. The contractor should refrain from Corrupt or Fraudulent Practices. The UCO Bank requires that Tenderers/ Contractors under this contract observe the highest standard of ethics during the procurement and execution of this contract. In pursuance of this policy, the UCO Bank:

a) Defines, for the purpose of these provisions, the terms set forth below as follows:

i. "corrupt practice" means offering, giving, receiving or soliciting of anything of value to influence the action of a bank official in the procurement process or in contract execution; and

ii. "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the UCO Bank, and includes collusive practice among Tenderers (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the UCO Bank of the benefits of free and open competition.

b) Will reject a proposal for award of work if it determines that the Tenderer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

c) Will declare a Tenderer/bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract/contracts if it at any time determines that the Tenderer has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.

5. Termination of Contract:

5.1 The UCO Bank may terminate the Contract, if the other party causes a fundamental breach of the Contract.

5.2. Fundamental breaches of Contract include, but shall not be limited to, the following:

(i) the tenderer/bidder stops work when no stoppage of services is instructed and the stoppage has not been authorized by the UCO Bank or its nominee.

(ii) the tenderer/bidder becomes bankrupt or goes into liquidation other than for a reconstruction restructure or amalgamation.

(iii) if the tenderer/bidder, in the judgment of the UCO Bank, has engaged in corrupt or fraudulent practices in competing for or in the executing the Contract.

For the purpose of this paragraph: "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the UCO Bank, and includes collusive practice. Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the UCO Bank of the benefits of free and open competition."



5.3. When the UCO Bank gives notice of a breach of contract to the Successful Tenderer/Bidder for a cause other than those listed above, the UCO Bank shall decide whether the breach is fundamental or not.

5.4. If the tenderer/bidder or any of its employee is convicted for any crime or offense, fails or refuses to comply with the written policies or reasonable directives of the Bank, is guilty of serious misconduct in connection with performance hereunder, or materially breaches provisions of this Agreement, the Bank at any time may terminate the engagement of the Successful Tenderer/Bidder immediately and without giving prior written notice to the Successful Tenderer/Bidder.

5.5. In case of non-compliance or breach of any terms of contract or unsatisfactory or inefficient servicing on the part of the Successful Tenderer/Bidder, the UCO Bank will be at liberty to revoke the contract without giving any notice or payment in lieu of notice.

5.6. In case, worker deployed by the tenderer/bidder shows any agitation program in Bank Premises.

5.7. If service is not satisfactory.

6. Effect of termination of contract:

a) On termination of Agreement, the irrevocable Bank Guarantee as Performance Security will be invoked by the UCO Bank and proceeds thereof to be forfeited and to enforce the bond of indemnity without prejudice to its rights & contentions available under the law for the time being in force ;

b) If the Contract is terminated, the Successful Tenderer/Bidder shall stop service immediately, make the Site safe and secure and leave the Site after ensuring proper handing over the charge, as soon as reasonably possible.

6.1. Termination for Default. The UCO Bank may, without prejudice, to any other remedy for breach of contract, by giving 30 (thirty) days written notice of default to the Successful Tenderer/Bidder, terminate the contract in whole or in part if:

a) The qualified Successful Tenderer/Bidder fails to deliver any or all of the obligations within the time period(s) specified in the contract, or any extension thereof granted by the UCO Bank.

b) The qualified Successful Tenderer/Bidder fails to perform any other obligation(s) under the contract.

6.2. Termination for Insolvency, Dissolution etc. The UCO Bank may at any time terminate the contract by giving written notice to the Successful Tenderer/Bidder without any cost or



compensation therefor, if the Successful Tenderer/Bidder becomes bankrupt or otherwise insolvent or in case of dissolution of firm or winding up of company, provided that such termination will not prejudice or effect any right of action or remedy which has accrued thereafter to the UCO Bank.

6.3. Termination for Convenience: The UCO Bank reserves the right to terminate by giving 30 (Thirty) days written notice, the whole or part of the contract without any cost or compensation therefor. The notice of termination shall specify that termination be for the UCO Bank's convenience, the extent to which performance of work under the contract is terminated and the date on which such termination becomes effective.

6.4. No Claim Certificate: The qualified Successful Tenderer/Bidder shall not, be entitled to make any claim, whatsoever, against the UCO Bank under or by virtue of or arising out of this contract nor shall the UCO Bank entertain or consider any such claim after Successful Tenderer/Bidder shall have signed a "no claim" certificate in favour of the UCO Bank in such forms as shall be required by the UCO Bank after the works are finally accepted.

6.5. Suspension :The UCO Bank may, by a written notice of suspension, suspend all payments to the Successful Tenderer/Bidder under the contract, if the Successful Tenderer/Bidder fails to perform any of its obligations under this contract, (including the carrying out of the services) provided that such notice of suspension:

a) Shall specify the nature of the failure and

b) Shall request the Successful Tenderer/Bidder to remedy such failure within a specified period from the date of issue of such notice of suspension.

6.6. Protection & Limitations:

i) Successful Tenderer/Bidder (the "Indemnifying Party") undertakes to indemnify the UCO Bank (the "Indemnified Party") from and against all losses, claims or damages including losses, claims or damages on account of bodily injury, death or damage to any tangible assets.

ii) There shall be no limitation of liability in case of any damages for bodily injury (including death) and damage to real property and tangible personal property as also intangible personal property and intellectual property rights. Personnel assigned by Successful Tenderer/Bidder to perform the Services shall be employees of Successful Tenderer/Bidder, and under no circumstances will such personnel be considered employees of client. Successful Tenderer/Bidder shall have the sole responsibility for supervision and control of its personnel and for payment of such personnel's entire compensation, including salary, worker's compensation, employee and disability benefits and shall be responsible for all employer obligations under all applicable laws.

iii) The Successful Tenderer/Bidder shall provide indemnity towards any damage, misdemeanor of the Successful Tenderer/Bidder employees or authorized personnel to the UCO Bank. Further the UCO Bank shall not be responsible for any payments, statutory obligations like insurance cover, PF, etc., for accident, mishap, handicap and/or death

6.7. Payment upon Termination: If the Contract is terminated because of a fundamental breach of Contract by the Successful Tenderer/Bidder, the UCO Bank shall issue a certificate for the value of the services done, less Liquidated damages / penalty up to the date of the issue of the certificate, less other recoveries due in terms of the contract, less taxes due to be deducted at source as per applicable laws and less the percentage to apply to the services not completed as indicated in the Contract Document. If the total amount due to the UCO Bank exceeds any payment due to the Successful Tenderer/Bidder, the difference shall be a debt payable to the UCO Bank by the Successful Tenderer/Bidder which will be paid by the Successful Tenderer/Bidder within thirty days from the date of demand otherwise the Bank Guarantee will be invoked and the proceeds will be appropriated and forfeited.

7. Indemnity: The successful tenderer who has been awarded work, shall furnish Bond of Indemnity in favour of UCO Bank, as per Bank's enclosed Format in Annexure-H , on or before date of execution of Agreement.

8. INTEGRITY : Successful Tenderer/Bidder has to submit Integrity Pact as per Bank's format as per Annexure-E on Non-judicial Stamp Paper of appropriate value.

9. Governing Laws & regulation: All legal proceedings shall be under the jurisdiction of courts situated in Kolkata, West Bengal and according to the Law of the country i.e. India.

10. Successful Tenderer/Bidder/s has/have to submit valid license of worker/s issued by Appropriate Authority within 15 days from the date of acceptance of work Award.

11. It is mandatory to pay P.F,ESIC,Bonus by the Successful Tenderer/Bidder to his employees as per rule.

12. Successful Tenderer/Bidder/s has/have to submit documents related to P.F,ESIC Electrical Work Man License etc. of his/her/its/their employees to the Bank within one month from the date of acceptance of work Award.

13. The deployment of operating/maintenance personnel should comply with the prevailing rates prescribed by the Central Government notification for minimum wages . However, difference of amount of minimum wages if any (including proportion of PF ESIC as at par rule), due to revision will be reimbursed by the Bank upon production of documentary evidence against your quotation in Sl.No. A of BOQ. Contractors Over Head will be % on total monthly labour wages in Sl.No. B of BOQ. Rate of % will be fixed for entire contract period. Bonus (if applicable) to be borne by the contractor from the Contractors Over Head.

14. Successful Tenderer/Bidder/s has/have to maintain a logbook/ service card/Attendance Register for keeping record of presence of worker/s at site and must be authenticated by Bank's official.

15. Successful Tenderer/Bidder/s has/have to provide photo- identity card to his/her/its/their employees at his/her/its/their own costs. Worker/s engaged at site for providing service must be with identity card

16. Successful Tenderer/Bidder/s has/have to pay monthly wages of his/her/its/their worker/s as per Form XVII [Format Given in Annexure-G](See rule 78(2)(a) Register of wages) in presence of Bank's Official and the wages voucher must be authenticated by Bank's official or monthly wages may directly credited to worker's Bank's account .

17. Acceptance Letter/Letter of Intent : Bank has the right to cancel the Award of Contract, if the same is not accepted by the Contractor within a period of 15 days from the date of issue of the Acceptance Letter/Letter of Indent.

18. Terms of Payment: Payment of GST will be made by General Administration Deptt, UCO Bank, Head Office against monthly bill to be raised by the Successful Tenderer/Bidder after satisfactory completion of service in each month. For non-attendance of operating/maintenance personnel on any day, penalty at the rate of double the pro-data rate will be deducted from monthly bill of the Successful Tenderer/Bidder. Successful Tenderer/Bidder has to submit the following documents with monthly bill for making payment in each month. Other statutory deductions like income tax etc will be deducted from your monthly bill as per rule.

a) Copy of Service card/attendance sheet duly signed by Bank official .

b) Copy of wages voucher duly signed by the worker along with copy of Bank's account statement/details of the worker showing payment to workers of the Successful Tenderer/Bidder/s engaged for rendering service for Maintenance of Electrical Systems (H.T & L.T)& Installations & ac Operation

c) Documentary evidence of P.F & ESIC Statement.

19.Taxes: GST on service contract charges will be paid extra against monthly bill at the rate prevailing at the time of payment of the bill.

Additional Terms & Condition on Taxes is are as follows:

- Supplier/service provider to confirm that the GST amount charged in invoice is declared in its returns and payment of taxes is also made.



- The Supplier/ Service Provider agrees to comply with all applicable GST laws, including GST acts, rules, regulations, procedures, circulars & instructions there under applicable in India from time to time and to ensure that such compliance is done within the time prescribed under such laws. Supplier/Service Provider should ensure accurate transaction details, as required by GST laws, are timely uploaded in GSTN . In case there is any mismatch between the details so uploaded in GSTN by Supplier/ Service Provider and details available with UCO Bank, then payments to Supplier/Service Provider to the extent of GST relating to the invoices/s under mismatch may be retained from due payments till such time the accurate tax amount is finally reflected in the GSTN to UCO Bank's Account and is finally available to UCO Bank in terms of GST laws and that the credit of GST so taken by UCO Bank is not required to be reversed at a later date along with applicable interest.
- UCO Bank has the right to recover monetary loss including interest and penalty suffered by it due to any non-compliance of tax laws by the supplier/service provider. Any loss of input tax credit to UCO Bank for the fault of supplier shall be recovered by UCO Bank by way of adjustment in the consideration payable.
- Supplementary invoices/debit note/credit note for price revisions to enable UCO Bank to claim tax benefit on the same shall be issued by you for a particular year before September of the succeeding financial year.

The purchase order/ work order shall be void, if at any point of time you are found to be a black listed dealer as per GSTN rating system and further no payment shall be entertained.

20. Successful Tenderer/Bidder/s has/have to furnish an Undertaking for compliance of the Provisions of the Contract Labour (Regulation & Abolition) Act, 1970, Rules and other laws as applicable as per Bank's format as per Annexure-F.

21. Performance Bank Guarantee: Vendor shall be liable to furnish a Performance Bank Guarantee equivalent to 10% of work order value prior to or at the time of execution of the Agreement for year with a claim period of further three months, issued by any scheduled commercial bank other than UCO Bank valid for months (validity period(..... month) + claim period(3 month)) either before or at the time of execution of this Agreement. If the contract is extended/renewed after the completion of initial term, PBG shall be extended or renewed by the Vendor.

The Performance Bank Guarantee shall act as a security deposit and either in case the Vendor is unable to perform the work within stipulated time or is delayed inordinately beyond the acceptable levels, the Bank reserves the right to forfeit the same.

Further, the Bank reserves the right to invoke the Performance Bank Guarantee in case the vendor is not able to fulfill any or all conditions specified in this Agreement or Work Order or



is unable to complete supply and installation within the stipulated time. This is independent of the Liquidity Damage on

Any defect in the work, arising out during the period of one year from the date of and not attended by the Vendor within days from the date of reporting the defect, will be rectified by the Bank through some other agency and the cost thereof will be recovered from the Company from the amount payable to Vendor by the Bank and/or by invoking the Performance Bank Guarantee, without prejudice to Bank's rights and contentions.

The performance Bank Guarantee will be returned to the contractor at the end of three months after expiry of

22.FORCE MAJEURE: Force Majeure is herein defined as any cause, which is beyond the control of the selected bidder or BANK as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as:

- i. Natural phenomenon, including but not limited to floods, droughts, earthquakes and epidemics
- ii. Acts of any government, including but not limited to war, declared or undeclared priorities, quarantines and embargos
- iii. Terrorist attack, public unrest in work area

Provided either party shall within 10 days from occurrence of such a cause, notify the other in writing of such causes. The bidder or BANK shall not be liable for delay in performing his/her obligations resulting from any force majeure cause as referred to and/or defined above.

The whole or any part of the party's obligation under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist. If force majeure event continues beyond the period of three(3) months the parties shall hold consultation to resolve the problem satisfactorily

23. Compliance of laws: The Vendor undertakes to comply with all Laws/Rules/Regulations/Bye – Laws/Notifications etc. for the time being in force.

Change in law clause

Any reduction in the contract price resulting from introduction of any new law, towards leviable taxes, including eligible credits, in respect of goods and services to be supplied under the Contract, then the Parties agree to a downward adjustment to the contract price



to reflect the financial impact of such "Change in law" and the financial benefit thereof shall be given to the Bank.

24. RESPONSIBILITY FOR COMPLETENESS: Any supplies and services which might not have been specifically mentioned in this R.F.P/tender / contract but are necessary for the design, manufacture, supply, testing, handing over, operationalizing, performance or completeness of the contract, shall be provided / rendered as per the time schedule for the efficient and smooth operation and maintenance of the system under Indian conditions. The approval by the Bank at any stage for any supplies by the vendor shall not relieve the vendor of his obligation.

25. Dispute resolution mechanism: The Vendor and the Bank shall endeavour their best to amicably settle all disputes arising out of or in connection with the Contract in the following manner:

a. The Party raising a dispute shall address to the other Party a notice requesting an amicable settlement of the dispute within seven (7) days of receipt of the notice.

b. The matter will be referred for negotiation between authorised representative of UCO BANK and the Authorized Official of the Vendor. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15 days.

In case any dispute between the Parties, is not settled by negotiation in the manner as mentioned above, the same may be resolved exclusively by arbitration and such dispute may be submitted by either party for arbitration within 15 days of the failure of negotiations. Each Party to the dispute shall appoint one arbitrator of their own choice and the two appointed arbitrators shall appoint the third arbitrator who will act as the presiding arbitrator. Arbitration shall be held in Kolkata and conducted in English as per provisions of Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof.

The "Arbitration Notice" should accurately set out the disputes between the parties, the intention of the aggrieved party to refer such disputes to arbitration as provided herein, the name of the person it seeks to appoint as an arbitrator with a request to the other party to appoint its arbitrator within 45 days from receipt of the notice. All notices by one party to the other in connection with the arbitration shall be in writing and be made as provided in this tender document.

The Vendor shall not be entitled to suspend the Service/s or the completion of the job, pending resolution of any dispute between the Parties, rather shall continue to render the Service/s in accordance with the provisions of the SLA notwithstanding the existence of any dispute between the Parties or the subsistence of any arbitration or other proceedings.

26. Others Terms-



A. Nothing contained in this Agreement shall be construed as establishing or creating between the Parties, a relationship of master and servant or Bank and agent.

B. The Vender shall be jointly and severally liable to and responsible for all obligations for performance of works including that of its Associates under the Agreement.

C. The Vender shall at all times indemnify and keep indemnified Bank any claims in respect of any damages or compensation payable in consequences of any accident or injury sustained or suffered by its (Agency) employees or agents or by any other 3rd Party resulting from or by any action, omission or operation conducted by or on behalf of the Agency.

D. Governing Laws & Jurisdiction of the court: This Agreement shall be governed by the Law(s) of India for the time being in force and the Rules made thereunder from time to time and all the dispute(s) or difference(s) arising out of or in connection with the contract shall be subject to the exclusive jurisdiction of the courts of

E. All other Terms & Conditions will remain same as stipulated in our R.F.P and subsequent Corrigendum dated Please note that work order no.....dated..... along with your offer, the minutes of prebid meeting held on, the article of agreement etc would form part of the contract document.

F. Non-Disclosure : The Vendor must undertake that they shall hold in trust any information received by them, under the Contract/Agreement, and shall maintain confidentiality of such information.

G. Non Assignment: Vendor shall agree that neither the subject matter of the agreement nor any right here in shall be transferred, sub-contracted, assigned or delegated to any third party by the successful bidder without prior written consent of the Bank.

H. The contractor must not assign and/or transfer the contract. He/She/they must not sub-let any portion of the contract failing which the UCO Bank may rescind the contract and the performance security by way of Irrevocable Bank Guarantee shall be invoked and forfeited at the absolute discretion of UCO Bank .

I. The successful bidder must co-operate with other contractors engaged by the UCO Bank and the work shall proceed smoothly with the satisfaction of the authorized officer of the UCO Bank.

J. On award of work, the contractor will furnish to UCO Bank full particulars of the staff to be deployed on the work and issue / obtain identity cards, which shall be carried by them throughout the time of their duty. The security staff of UCO Bank shall have right to check or interrogate to any of the contractor's staff while entering / leaving the premises.



K.The staff provided by the contractor shall be disciplined, polite and courteous. They shall not misbehave with any UCO Bank staff and officer and shall not engage themselves in any unlawful activities / any political activities in the premises. The contractor shall be fully responsible for any theft, burglary, fire or any other mischievous deeds of his/her/their staff and compensate UCO Bank accordingly and shall replace any staff if asked for by UCO.....

In witness where of the Bank and the vendor have set their respective hands on the day and year first herein above written.

Signed on behalf of the UCO Bank

Signature on behalf

of the vendor

By its duly authorized Officer

in presence of:

In presence of:

1) Signature.....

1)Signature.....

Name with address:

Name with address:

2) Signature.....

2) Signature.....

Name with address

Name with address:

ANNEXURE-E

FORMAT OF INTEGRITY

UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 as amended from time to time having its Head Office at No.10, BTM Sarani, Kolkata-700001 hereinafter referred to as "**Bank**" (which expression shall unless excluded by or repugnant to the subject or context be deemed to mean and include its assigns, administrators and successors) of the "**ONE PART**

And

..... Hereinafter referred to as "The Bidder/Contractor".

Preamble

The Bank intends to award, under laid down organizational procedures, contract/s for.....The Bank values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder (s) and / or contractor (s).

In order to achieve these goals, the Bank will appoint an independent External Monitor (IEM), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 – Commitments of the Bank.

1.The Bank commits itself to take all measures necessary to prevent corruption and to observe the following principles:-



a. No employee of the Bank, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

b. The Bank will during the tender process treat all Bidder(s) with equity and reason. The Bank will in particular, before and during the tender process, provide to all Bidders (s) the same information and will not provide to any Bidders (s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the process or the contract execution.

c. The Bank will exclude from the process all known prejudiced persons.

2. If the Bank obtains information on the conduct of any of its employees which is criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Bank will inform the Chief Vigilance Office and in addition can initiate disciplinary actions.

Sections 2 – Commitments of the Bidder (s)/Contractor(s)

1. The bidder(s) /contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

a. The Bidder(s) contractor(s) will not directly or through any other persons of firm, offer promise or give to any of the Bank's employees involved in the tender process of the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to in order to obtain in exchange any advantage or during the execution of the contract.

b. The Bidder(s) /Contractor(s) will not enter with other Bidders into any undisclosed agreement of understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process .

c. The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act, further the Bidder(s) / contractors will not use improperly for purposes of competition or personal gain, or pass on to others, any information or document provided by the Bank as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

d. The Bidder(s) / Contractor (s) of foreign origin shall disclose the name and address of the Agent/representatives in India, if any. Similarly the bidder(s)/contractor(s) of Indian Nationality shall furnish the name and address of the foreign Banks, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only.

e.The Bidder(s)/Contractor(s) will when presenting his bid, disclose any and all payments he has made is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

2. The Bidder (s) /Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3: Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/Contractor(s), before award or during execution has committed transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Bank is entitled to disqualify the Bidder (s)/Contractor(s) from the tender process or take action as per the procedure mentioned in the "Guidelines on Banning of business dealings". Copy of the "Guidelines on Banning of business dealings" is annexed and marked as Annex-B".

Section 4 : Compensation for Damages

1. If the Bank has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Bank is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.
2. If the Bank has terminated the contract according to Section 3, or if the Bank is entitled to terminate the contract according to Section 3, the Bank shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value of the amount equivalent to Performance Bank Guarantee.

Section 5 : Previous Transgression

1. The Bidder declares that no previous transgressions occurred in the last three years with any other company in any country conforming to the anti corruption approach or with any other public sector enterprise in India that could justify his exclusion from the tender process.
2. If the bidder makes incorrect statement on this subject he can be disqualified from the tender process and action can be taken as per the procedure mentioned in "Guidelines on Banning of business dealings".

Section 6 : Equal treatment of all Bidders/Contractors/subcontractors.

1. The Bidder (s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Bank before signing the contract.

2. The Bank will enter into agreements with identical conditions as this one with all bidders, contractors and subcontractors.
3. The Bank will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 : Criminal charges against violated Bidder(s)/Contractor(s)/Sub contractor(s).

If the Bank obtains knowledge of conduct of a Bidder, Contractor or subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Bank has substantive suspicion in this regard, the Bank will inform the same to the Chief Vigilance Officer.

Section 8 : Independent External Monitor/Monitors

1. The Bank appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairman & Managing Director, UCO Bank.
3. The Bidder(s)/Contractor (S) accepts that the Monitor has the right to access without restriction to all project documentation of the Bank including that provided by the Contractor.

The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder (s)/Contractor(s)/Subcontractor(s) with confidentiality.

4. The Bank will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Bank and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
5. As soon as the Monitor notices, or believes to notice, a violation of this agreement he will so inform the Management of the Bank and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act, in a specific manner refrain from action or tolerate action.
6. The Monitor will submit a written report to the Chairman & Managing Director, UCO Bank within 8 to 10 weeks from the date of reference or intimation to him by



the Bank and should be occasion arise, submit proposals for correction of problematic situations.

7. Monitor shall be entitled to compensation on the same terms as being extended to / provided to Independent Directors on the UCO Bank.
8. If the Monitor has reported to the Chairman & Managing Director, UCO Bank a substantiated suspicion of an offence under relevant IPC/PC Act, and the Chairman & Managing Director, UCO Bank has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
9. The word "Monitor" would include both singular and plural.

Section 9 – Pact Duration.

This pact begins when both parties have legally signed it, and expires for the contractor is 10 months after the last payment under the contract.

If any claim is made lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Chairman and Managing Director, UCO Bank.

Section 10 – Other provisions

- This agreement is subject to Indian Law, Place of performance and jurisdiction is the Registered Office of the Bank i.e. Kolkata.
- Changes and supplements as well as termination notices need to be made in writing.
- If the Contractor is partnership or a consortium, this agreement must be signed by all partners or consortium members.
- Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(For & on behalf of the Bank)

(For & On behalf of Bidder/Contractor)

(Office Seal)

(Office Seal)

Place_____

Place_____



Date_____

Date_____

Witness : (Name & Address)

Witness : (Name & Address)

ANNEXURE-F

(Stamped Undertaking)

Format for an Undertaking to be obtained from the Contractor (Service Provider) for compliance of the Provisions of the Contract Labour (Regulation & Abolition) Act, 1970, Rules and other laws as applicable.

I,..... s/o..... Proprietor/Partner/Director of
....., do hereby declare and undertake as under-

- 1.That I/We in the capacity of independent contractor engaged by UCO Bank have complied with the provisions of Contract Labour (Regulation and Abolition) Act, 1970 in holding a valid license under the Act and the Rules thereto.
- 2.That I/WE have covered all the eligible employees under Employees Provident Fund and Miscellaneous Provisions Act (if applicable) and the Employees' State Insurance Act (if applicable) and deposited the contributions under our code numbers for the following month and as such no amount whatsoever is due and payable.
- 3.That I/We further declare and undertake that in case any liability pertaining to my/our employees is to be discharged by UCO Bank for my/our lapses, I/We undertake to reimburse the same to UCO Bank or UCO Bank is authorised to deduct the same from my/our dues as payable.

Contractor (Description with Stamp)



Annexure-G
(Register of wages)
FORM XVII (SEE RULE 78(2) (a) Register of wages)

	Name and Address of Contractor
	Name & Address of Establishment in/under which contract is carried on
	Nature and Location of work
	Name and address of Principal Employer
	Wage Period Monthly
1	Name of workman
2	Serial No. in the register of workmen
3	Designation/Nature of work done
4	No of Days worked
5	Units of work done
6	Daily rate of wages/piece rate
7	Basic wage
8	Dearness allowances
9	Overtime (if any)

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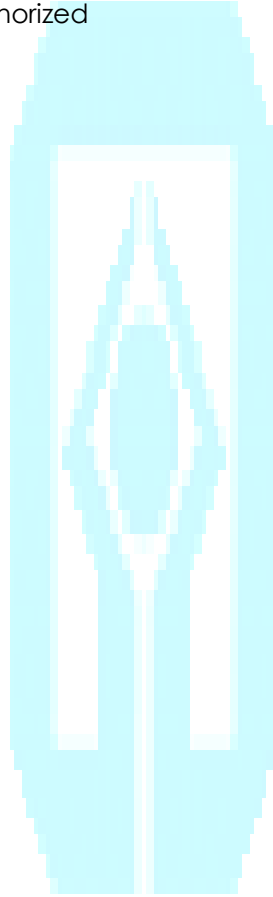
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UCO BANK

Honours your trust

-
- 10 Other Cash payments (Nature of payments to be indicated)
- 11 Cash Total
- 12 Deductions, if any (Indicate nature)
- 13 Net amount paid
- 14 Signature/thumb impression of workman with date
- 15 Signature of Contractor or the authorized representative with date





Annexure-H

Draft Bond of INDEMNITY

To
UCO Bank

.....
.....

In consideration of UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings Act, 1970 as amended from time to time having its Head Office at 10, Biplabi Trailokya Maharaj Sarani, Kolkata-700 001 (hereinafter Referred to as "the Bank" which expression shall include its successors and assigns) at our request and on the strength of our statements and representation contained in our letter dated agreeing to appoint us as vendor/ Contractor for, we,, a Company incorporated under the Companies Act, 1956 having its registered office at - (full address) do hereby irrevocably and unconditionally agree and undertake that:

- 1) We shall, at all times hereinafter, save and keep harmless and indemnified the BANK, including its respective directors, officers, and employees and keep them indemnified from and against any claim, demand, losses, liabilities or expenses of any nature and kind whatsoever and by whomsoever made in respect of the said contract and any damage caused from and against all suits and other actions that may be instituted taken or preferred against the BANK by whomsoever and all losses, damages, costs, charges and expenses that the BANK may incur by reason of any claim made by any claimant for any reason whatsoever or by anybody claiming under them or otherwise for any losses, damages or claims arising out of all kinds of accidents, destruction, deliberate or otherwise,



direct or indirect, from those arising out of violation of applicable laws, regulations, notifications guidelines and also from the environmental damages, if any, which may occur during the contract period.

- 2) We shall, during the contract period, ensure that all the permissions, authorizations, consents are obtained from the local and/or municipal and/or governmental authorities, as may be required under the applicable laws, regulations, guidelines, notifications, orders framed or issued by any appropriate authorities.
- 3) Our obligations herein are independent, irrevocable, absolute and unconditional in each case irrespective of the value, genuineness, validity, regularity or enforceability of the aforesaid Agreement or the insolvency, bankruptcy, reorganization, dissolution, liquidation or change in ownership of the BANK or Indemnifier or any other circumstance whatsoever which might otherwise constitute a discharge or defense of an indemnifier.
- 4) In case we fail to pay the losses, damages and expenses as claimed and demanded by the Bank, Bank shall be entitled to recover the amount by invoking Performance Bank Guarantee furnished by us without any prior notice to us.
- 5) This Letter of Undertaking & Indemnity shall survive the Agreement entered into between the Bank and us.

Dated, this.....day of20

.....

(Signature of the Authorized Signatory of vendor along with the seal of the Company)



Annexure-I

APPLICATION FORMAT

1. Name of Applicant :

Registered Address of the Applicant

with Telephone No., FAX & E-mail ID:

2. Address and contact details of Kolkata Office:

3. Status of the Applicant (whether
Proprietary/Private Ltd./Public Limited/

Co-operative Society/Public sector/

Autonomous body/Govt. Department):

(Enclose copies of relevant documents)

5. Whether the applicant have necessary license(s)

/ permit / sanction from the respective

authority (ies) in respect of electrical work

in Kolkata/W.B.

(Enclose copies of relevant documents)

6. Whether registered for ESI.

If so, please mention the ESI

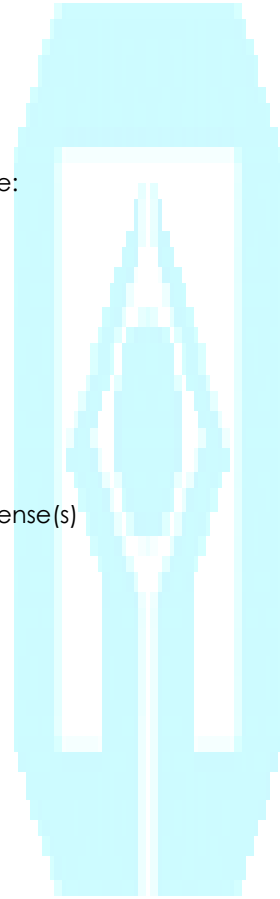
registration number and furnish a copy

of such registration certificate:

7. Whether registered for Professional Tax.

If so, please mention the P.Tax

registration number and furnish a copy



of such registration certificate/challan:

8. Whether registered for PF.

If so, please mention the PF

registration number and furnish a copy

of such registration certificate:

9. Whether registered for GST.

If so, please mention the GST

registration number and furnish a copy

of such registration certificate:

10. Details of Permanent Account Number:

(Enclose photocopy of PAN Card)

11. Detailed Particulars of the work done :

Name of organization	Value of work

_(Enclose copies of relevant work orders)

12. Detailed Particulars for having a minimum annual turnover and audited balance sheet for the last three financial years ending 31.03.2022. Yes/No

(Enclose copies of Audited Profit & Loss A/c and Balance Sheet for 31.03.2018, 31.03.2019 and 31.03.2021.)

The particulars furnished in the application are true to the best of my/our knowledge & belief. I/we understand that if any of the particulars is found incorrect, even at a later stage, my/our contract is liable to be cancelled by the Bank.

Date:

Signature of Applicant



Annexure-J

FORM OF TENDER

To
The Asstt.General Manager(H.O-GAD)
UCO Bank Head Office, General Administration Department
2nd Floor, 10 B T M Sarani
Kolkata – 700001

Sir,

1. We have carefully examined all the contents incorporated in the various parts of this Tender Document no dated and taken note of all the terms & conditions stated in the Tender Document in its various parts.
2. We hereby agree to abide by and fulfil all other Terms and Conditions of the Tender and in default thereof, to forfeit and pay to you or your successors, or Authorised Nominees such sums of money as are stipulated in the conditions contained in the tender together with the written acceptance of the purchase order..
3. We also agree to keep the Performance Bank Gaurantee as per terms of the tender. However, as per terms & conditions of tender document you shall have the right to forfeit the Performance Bank Gaurantee without reference to us.

For and on behalf of

(With seal)
Signature _____
Name _____
Designation _____
DULY AUTHORIZED SIGNATORY

_____ day of _____ 20

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सम्मान आपके विश्वास का



UCO BANK
Honours your trust

RFP No.HO/GAD/ 4150 /2022-23

Date: 07.02.2023



UCO BANK

Head Office, General Administration Department
2nd Floor, 10-B.T.M Sarani, Kolkata-700001
Email: hogad.calcutta@ucobank.co.in
Phone: 033-44558406; Fax 033-22266459
Website <http://www.ucobank.com>

RFP for Engagement of Agencies for Routine Maintenance/ Operation of Electrical Installations & A.C-Operation at UCO Bank Premises (Executive Training Centre) at Premises No.14-0374, Plot No.CBD-84, Action Area CBD, Newtown, Kolkata-700156

PART-II (PRICE Bid)

PRICE BID

ANNEXURE-K

PRICE BID/BOQ FOR ROUTINE MAINTENANCE/ OPERATION OF ELECTRICAL INSTALLATIONS & A.C-OPERATION AT ENGAGEMENT OF AGENCIES FOR ROUTINE MAINTENANCE/ OPERATION OF ELECTRICAL INSTALLATIONS & A.C-OPERATION AT BANK'S UCO BANK PREMISES (EXECUTIVE TRAINING CENTRE) AT PREMISES NO.14-0374,PLOT NO.CBD-84,ACTION AREA CBD,NEWTOWN,KOLKATA-700156 . SCOPE OF WORK WILL BE GOVERNED AS STIPULATED IN "DETAILS SCOPE OF WORK"(ANNEXURE-B) OF RFP.

(i) : Deployment of worker will be one electrician (Semi-Skilled) one helper (Unskilled) per shift for round the clock basis (THREE SHIFT,24 HRS X 365DAYS)

Sl.no	Head			Proposed Estimate in (Rs) + GST
A	Wages Part			
	Type of worker	Number of worker (m)	Daily wages of each worker (n)	Monthly (mxnx365/12) Total wages in (Rs)
1	Semi Skilled worker	3	788/-	71,905.00
2	Unskilled worker	3	711/-	64,879.00
3	ESI @ 3.25%			4,445.48
4	PF @ 13.16%			18,000.77
5	Subtotal			1,59,230.25
B	Contractors Over Head Part			
	In the form of % on total monthly labour wages Subtotal			
	In the form of Rs.(Numeric up to two decimal) on total monthly labour wages Subtotal			

Total amount of (A)+(B) = Rs.....(Rupees in word.....)

GST will be paid extra as applicable

Signature of Bidder with seal