



निविदा पत्र की प्रमुख विशेषताएं/SALIENT FEATURES OF TENDER PAPER :

कार्य का नाम/NAME OF THE WORK	अंबाडी शाखा, इकाई सं. 1,2,26,27 &28, भूतल, ओम साई पारादीसे, फेडरल बैंक के नजदीक, अंबाडी नाका, अंबाडी के इलेक्ट्रिकल एवं डाटा कबलिंग कार्य के लिए निविदा / TENDER FOR ELECTRICAL FURNISHING WORK OF AMBADI BRANCH, UNIT NO. 1,2,26,27 & 28 GROUND FLOOR, OM SAI PARADISE, NEAR FEDERAL BANK, AMBADI NAKA, AMBADI.
निविदा पत्र को जमा करने की प्रारंभिक दिनांक/START DATE OF SUBMISSION OF TENDER PAPER	२६, मई, 2026/ 26 TH , May. 2026.
निविदा पत्र को जमा करने की अंतिम दिनांक/END DATE OF SUBMISSION OF TENDER PAPER	४, जून, 2026/ 4 TH , June. 2026.
तकनीकी बोली के खुलने की तिथि/ DATE OF OPENING OF TECHNICAL BIDS.	५, जून, 2026 (अपराह्न 12:30 बजे)/ 5 TH , June. 2026 (12:30 PM).
बोली-पूर्व मीटिंग की तिथि/DATE OF PREBID MEETING	२९, मई, 2026(अपराह्न 4: 00 बजे)/ 29 TH , May. 2026 (4:00PM).
बयाना राशि/EARNEST MONEY	4,000/- रुपये (बैंक ऑफ इंडिया के पक्ष में मुंबई में देय डिमांड ड्राफ्ट/पे आर्डर) Rs.4,000/- (D.D / PAY Order In favor of Bank Of India payable in Mumbai)
निविदा राशि/TENDER MONEY	500/- रुपये (बैंक ऑफ इंडिया के पक्ष में मुंबई में देय डिमांड ड्राफ्ट/पे आर्डर) Rs.500/- (D.D / Pay Order In favor of Bank Of India payable in Mumbai)

आवेदक का नाम/Name of the applicant:

पता/Address:

आवेदक का ईमेल/E-Mail of applicant:

आवेदक का मो.नं./Mobile no. of applicant:

आवेदक का पैन नं./PAN Number of applicant:.....

GST No. of applicant:.....

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A SEALED TENDER APPLICATION ENVELOPE SHOULD CONTAIN THE FOLLOWING THINGS:

- I. SIGNED TECHNICAL BID IN A CLOSED ENVELOPE.**
- II. COPY OF THE EMPANELEMENT LETTER WITH TECHNICAL BID.**
- III. APPROVED LAY OUT DIAGRAM WITH TECHNICAL BID.**
- IV. D.D / PAY ORDER FOR ISD & TENDER MONEY WITH TECHNICAL BID.**
- OR**
- V. COPY OF MSME/ UDYOG ADHAR / KHADI & GRAM UDYOG BOARD CERTIFICATE WITH TECHNICAL BID.**
- VI. FILLED AND SIGNED FINANCIAL BID IN CLOSED ENVELOPE.**

TENDER NOTICE

To

M/s.

Dear Sir,

Our Bank intends to carry out **Electrical & Data Cabling work for Ambadi Branch Premises.**

We invite competitive sealed tenders for the captioned work from our **empaneled vendors only**. You are invited to submit your tender as per details given hereinafter below. The approximate cost of the project is **Rs.3.85 Lacs.**

1. Sealed tenders, on item rate basis, should be addressed to **The Zonal Manager, Navi Mumbai Zone, Management Development Institute Bldg., Ground Floor, Sector 11, Plot No.30, CBD Belapur, Navi Mumbai - 400 614.**
2. Sealed tender to be dropped in the tender box kept at the office of **The Zonal Manager, Navi Mumbai Zone, Management Development Institute Bldg., Ground Floor, Sector 11, Plot No.30, CBD Belapur, Navi Mumbai - 400 614.** No tender application would be received in hand.
3. Copies of Tender form can be purchased from the office of **The Zonal Manager, Navi Mumbai Zone, Management Development Institute Bldg., Ground Floor, Sector 11, Plot No.30, CBD Belapur, Navi Mumbai - 400 614** on payment of Rs. 500/- in the form of a Pay Order / Demand Draft in favour of Bank of India Payable at Mumbai from **26TH , May.2026 to 4TH, June. 2026** (except Sundays and Holidays) during office working hours between 10:00 am to 4:00 p.m. The interested firms may also download prescribed Tender forms free of cost from our Bank's web site WWW.bankofindia.bank.in. However, all the applicants have to enclose a Pay Order / Demand Draft in favour of Bank of India amounting to Rs. 500/- (Rupees Five hundred only) (non-refundable) along with the tender document otherwise their tender which is not accompanied by Tender application fee of Rs. 500/- in the prescribed form will be rejected.
4. Earnest Money of **Rs. 4,000/- (Rupees Four thousand only)** in the form of Bank Draft in favour of **Bank of India** should be put along with tender. **A tender which is not accompanied by Earnest Money Deposit in prescribed form will be rejected.**
5. Applicants having **MSME / UDYOG ADHAR / KHADI AND GRAM UDYOG BOARD** registration are exempted from depositing application fees and E.M.D. However, they have to submit a copy of the same with the technical bid of application. If the Earnest Money Deposit and Tender Form cost in prescribed form as above are not found in tender document / requisite certificate to get exemption for same is not found, the tender will be rejected and the tender will not be opened by the Bank of that tenderer.
6. The last date of submission of tender at Zonal Office, duly filled in Sealed Covers is **4TH , June.2026 up to 5:00 P.M.** No tender will be accepted after the aforesaid date and time under any circumstances whatsoever.
7. You are not expected to include any conditions contrary to tender provisions. However, if it is essential in your view to include any conditions the same shall be submitted along with the tender in a sealed cover stapled to the main cover and after going through your condition Bank would take decision to open or not your application. The Bank is not bound to accept any conditions put forth by

the tenderer in tender. Tender application is invited in two bid system i.e., technical bid and financial bid in separate envelopes. Technical bid envelope to contain filled and signed application, **D.D / PAY ORDER / CERTIFICATE FOR EXEMPTION OF FEES & COPY OF EMPANELMENT CERTIFICATE. FINANCIAL BID ENVELOPE TO CONTAIN FILLED AND SIGNED BILL OF QUANTITY**. Tenderers should duly filled and signed in a sealed cover.

8. The tender will be opened **on 5TH, June.2026 at 12:30 PM** in the office of **The Zonal Manager, Navi Mumbai Zone, Management Development Institute Bldg., Ground Floor, Sector 11, Plot No.30, CBD Belapur, Navi Mumbai - 400614** in presence of the **Architects and Authorized Representatives** of the tenderer who can take decision on the spot in the matter.
09. Tender will be opened on intimated date and time. No correspondence / revised offer whatsoever will be entertained.
10. Earnest Money Deposit shall not bear any interest and shall be forfeited in the event of any evasion, refusal or delay on the part of the tenderer to sign & execute the contract on acceptance of his tender.
11. Bank of India reserve the right to accept any (fully or partly) or reject all the tenders without assigning any reason thereof.
12. The applicants have to keep checking the said tender in Bank's website until last date and time for any corrigendum notice floated by the Bank.
13. Only empaneled vendors under Navi Mumbai Zone are allowed to participate in the tender.
14. The tender is valid till **120** days from the date of it's opening.

- S/D -
ZONAL MANAGER NAVI MUMBAI ZONE

GENERAL RULES & INSTRUCTIONS FOR THE COMPLIANCE & GUIDANCE OF TENDERERS.

1. **Bank's right to acceptance of bid:** Bank doesn't bind itself to accept the lowest or any tender and reserves to itself the right to accept or reject any or all the tenders either in whole or in part, without assigning any reason for doing so. Bank also reserve the right to divide the work between two or more tenderers and the successful tenderers shall have to carry out even part orders for various items at quoted rates.
2. Contract document consisting of the plans, complete specifications, the schedule of quantities of the various class of work to be done, and set of conditions of contract to be complied with by the person whose tenders can be accepted and which will also be found in the form of tender, purchased from the office of **The Zonal Manager, Navi Mumbai Zone, Management Development Institute Bldg., Ground Floor, Sector 11, Plot No.30, CBD Belapur, Navi Mumbai - 400 614** as given hereinabove.
3. Tender can be downloaded from TENDER MENU of Bank's official website (www.Bankofindia.bank.in) free of cost.
4. Tender dates for submission / opening of the tenders and parts thereof along with the superscription on the sealed covers etc. should be as per specific instructions in the

Tender Notice.

5. The tenderer should quote in figures as well as in words the rate and amount tendered by them. The amount for each item should be worked out and the requisite totals given.
6. In case of illiterate contractors, the rates and the amount tendered should be attested by a witness.
7. **Earnest money amounting to Rs.4,000/- (Rupees Four thousand only) in the form of bank Draft drawn in favour of Bank of India, Mumbai must accompany with the tender.**
8. The acceptance of a tender will rest with Bank of India, which does not bind itself to accept the lowest tender and reserve to itself the authority to reject any or all of the tenders received without assignment of a reason. All tenders in which any of the prescribed conditions are not fulfilled or are in complete in any respect are liable to be rejected. The bank reserves the right to accept the tender in full or part and the tenderer shall have no claim for revision of rates or other conditions if his tender is accepted in parts.
9. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be rejection.
10. All rates shall be quoted on the proper form of the tender alone.
11. An item rate tender containing percentage below / above will be summarily rejected.
12. On acceptance of the tender, the name of the accredited representative of the contractor who would be responsible for taking instructions from the Bank /Architects shall be communicated to the bank.
13. Special care should be taken to write the rates in figures as well as in words and the amount in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the words "P" after the decimal figures e.g. Rs. 2.15P and in case of words the word "Rupees" Should precede the word "Paise". Should be written at the end, unless the rate is in whole rupees and followed by the word "ONLY" it should be invariably be up to two decimal places. While quoting the rate in schedule of quantities, the word "only" should be written closely following the amount and it should not be written in the next line.
14. **The bank does not bind itself to accept the lowest tender or any tender and reserve the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.**
15. All kind of taxes & cess (including works contract tax, turnover tax, trade tax etc.) or any other tax on material or on finished works in respect of this contract shall be payable by the contractor and the bank will not entertain any claim whatsoever in this respect. Bank will pay only GST over the claim amount for which the contractor have to raise tax invoice.
16. The contractor shall give list of his relatives if working with the Bank along with their designation and address .
17. No employees of the bank is allowed to work as a contractor for a period of two years of his retirement from the bank, service, without the previous permission of bank. This contract is liable to be cancelled if either the contractor or any of his employees is found

at any time to be such person who had not obtained the permission of the bank as aforesaid before submission of the tender or engagement in the contractor service.

18. The tender for the work shall remain open for acceptance for a period of **120 days** from the date of opening of tenders. If any tenderer withdraws his tender before the said period, then the bank shall be at liberty to forfeit Earnest Money paid along with the Tender.
19. The tender for the work shall not be witness by a contractor or contractors who himself / themselves has / have tendered or who may and had / have tendered for the same work. Failure to observe this condition would tenders of the contractors tendering as well as witnessing the tender liable to summarily rejection.
20. It will be obligatory on the part of the tenderer to tender and sign and tender document for all the components parts and that, after the work is awarded, he will have to enter into agreement for each component with the competent authority in the Bank.
21. The tenderer, apart from being a competent contractor must associate himself with agencies of the appropriate class who are eligible to execute **Electrical & Data Cabling work**
22. Tardiness in commencing work may result in rejection of award of work by the Bank.
23. Submission of tender containing far too many arithmetical errors/deliberate errors and freak rates may be rejected.

FORM OF TENDER

TO

M/s.

Dear sir,

Having examined the drawings, specifications, designs and bill of quantities relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the tender. I / we hereby offer to execute the works specified in the said memorandum at the rates mentioned in attached Schedule of quantities and in accordance in all respect with the specifications, designs, drawings and instructions in writing referred to in conditions of tender, the articles of Agreement, Special Conditions, Bill of Quantities and Conditions of Contract and with such materials as are provided for, by and in other respects in accordance with such as far as they may be applicable.

MEMORANDUM

A. Description of work

Proposed **Electrical & Data cabling work** for
AMBADI BRANCH

B. Earnest Money

Rs.4,000/- (Rupees)

Four thousand only)

- C. Percentage, if any to be deducted from bills and total amount to be retained **10%** of the gross value of each running bill until the total security deposit i.e. the Initial Security Deposits & retention money equals **10%** of accepted work done value.
- D. Time allowed for completion of the work. **30 days.**
- E. Should this tender be accepted, I / we hereby agree to abide by and fulfill the terms and provisions of the said conditions of contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to the Bank of India the amount mentioned in the said conditions.
- F. I / we have deposited the sum of **Rs.4,000/- (Rupees Four thousand Only)** as Earnest Money with the Bank of India which amount will not bear any interest. Should I/we do hereby agree that this sum shall be forfeited by the Bank of India.

G. Our bankers are

1.....

2.

H. The names of proprietors, partners/ Directors of our firms are

1.

2.

3.

4.

Name of the Partners of the firm authorized to sign.

1.

2.

3.

4.

Or

Name of the person having power of attorney to sign the contract

Certified true copy of the Power of Attorney should be attached.

Signature and address of witness

1.

2.

Yours truly,

(Signature of the
Contractor)
with Seal

SPECIAL CONDITIONS

1. The tenders should quote the rates in figures as well as words.
2. All erasures and alterations made while filing the tender must be attested by initials of tenderer. Overwriting of the figures are not permitted.
3. The earnest money deposit of unsuccessful tenders will be returned after the tender is decided or on expiry of the validity period
4. The bank reserves the right to reject any or all tenders, accept part of any tender or entrust the entire work to any contractor or divide the work to more than one contractor (item wise) without assigning any reason or giving any explanation. The rates quoted by the contractor will hold good for this bifurcation and no compensation will be paid on this account.
5. Joint tenders / consortium shall not be considered.
6. If the successful tenderer fails to undertake the work within **07 days** from the date of issue of work order, the earnest money deposited by him will be forfeited and work order will be withdrawn.
7. The rates quoted in the tender shall include all charges of scaffolding, lift, any tools and plants, railway freight, labour conditions and fluctuations in the rates, excise duty, octroi and any other taxes or expenditure for carrying out the work.
8. The Bank will not provide power required for the works at site and **the Contractor should arrange the same at his end.**
9. If in case electricity were provided by Bank, it would be on chargeable basis.

10. The rate would remain firm for this project. No escalation in rates will be allowed under any circumstances. The offered rate of the vendor is inclusive of all the cost to be incurred by the vendor plus his profit plus all expenses incurred by him in handling local issues for example mathadi etc., plus all short of permit / license required while executing work. No other payment would be admissible to vendor apart from aforementioned.
11. The successful tenderer is bound to carry out entire work within the period stipulated in the appendix. The tenderer will have to pay liquidated damages for non-completion of the job within stipulated period at the rate as given in General Conditions of the Contract.
12. The successful tenderer is bound to carry out items of work necessary for completion of job even though the same is not included in the Schedule of quantities. Rates of extra items will be derived from the tender. In case the rates do not exist in the tender and extra item is not similar to tender item, then the rates will be worked out on the prevailing market cost of material and labour, plus 15% towards Contractors profit, overheads etc.
13. The contractor must cooperate with other agencies / contractors appointed by the Bank so that the entire work shall proceed smoothly and to the satisfaction of the Bank.
14. The contractor shall remove all malba, etc. wash and clean the floor and furniture etc. at his own cost and handover the site in proper manner on the completion of the work.
15. The tenderer shall acquaint himself with the site conditions, making his own arrangement for storing of materials at site, lift cartage and security etc.
16. The Contractor will attend to all defects noticed during defect liability period. If the contractor fails to attend the defects, will be rectified by the Bank and the expenditure incurred on this account will be recovered from security deposit. If the expenditure incurred exceeds the security deposits the contractor has to deposit such excess amount within **15 days** otherwise bank will initiate action as deemed fit at the risk and cost of the contractor.
17. The Bank will provide what ever space available with it to store the material, contractor shall make adequate arrangements for watch and ward of his materials and shall ensure the safety, breakage and any theft of materials fixed or unfixed by him or any other sub contractor.
18. The work executed should be got approved by the Bank / Architect and the Contractor shall rectify bad workmanship pointed out at any stage and remove from site all the rejected materials immediately.
19. The contractor shall be responsible for application of labour law / labour codes, compensation for injury and accident to person, whether employed by him or by his sub contractor.
20. **Civil works** etc. will be carried out as per Architects drawings / Tender specifications and to the entire satisfaction of the Bank.
21. The Contractor shall give due notice to the Bank, Architect to check measurements of any work which is likely to be hidden before covering the same.
22. The Contractor will submit running bills for the value of work done not less than of **Rs. 3.0 lacs** mentioning full nomenclatures of items, rates amount measurements sheets, reason for part rates claimed, to the Architects for certification / verification.
23. In case of non completion or delay in completion of work or removal of defects in time, the bank shall be free to appoint another agency to get the job done at contractors risk and cost.

24. Income tax and Works Contract Tax at the rate as applicable of the bill amount will be deducted at source from the contractor's bill and will be deposited with the authorities concerned as per rules.
25. The bank may delay the progress of work without, in any way, vitiating the contract and grant such extension of time for the commencement /completion of the contract as it may think proper and sufficient in consequence of such delay and the contractor shall not make claim for compensation or damage in relation thereof.
26. **The contractor will not execute any extra item without Bank's /Architects permission in writing.**
27. The quantities mentioned in the schedule of quantities are approximate. Payment will be made on actual work done by the contractor. However, the Contractor should not increase the quantity without bank's Architect's permission.
28. The bank / Architect has a right to alter the nature of work and to add or omit any items of work or to have the option of the same carried out departmentally or otherwise and such alterations or variations shall be carried out without prejudice to this contract.
29. The Bank has a right to terminate the Contract, if the contractor abandons the work or fails to commence and complete the work in time, or fails to abide by the contract conditions. During the execution of work, the contractor must ensure that existing, electrical, / computer wiring should not be disturbed in any case as the disturbance of electrical wiring/ computer wiring may result in breakdown of computer and normal working of the office.
30. The contractor has to sign on all the chapters & all the pages of the tender Document and **submit it in original** otherwise, the tender may be rejected.
31. While executing the work the contractors have to ensure that no inconvenience whatsoever is caused to the offices / people functioning in the premises.
32. The work shall be carried out without disturbing Bank's normal functioning.
33. For working beyond office hours prior approval shall be obtained from the Concerned Officer of Bank / Architect reserves full right either to accept or reject such request from the Contractors without assigning any reason whatsoever.
34. No worker of the contractor will be allowed to stay overnight at site.
35. On completion of the works the contractor shall clear away and remove from the site all constructional plant, surplus materials, rubbish and temporary works of every kind and leave whole of the site and the works clean and in a workman like condition to the satisfaction of Client / Architect. No extra payment will be made for this purpose.
36. For any clarification in any item of work, the contractor should get the same from the Architect before carrying out the work and all items of work should be carried out with the approval of the Architect.
37. **PROGRAM WORK AND PROGRESS REPORTS:**

The successful contractor will have to submit a detailed Bar-Chart indicating the schedule of various activities from the date of commencement till completion and get the same approved by Architect. The Contractor shall strictly adhere to the same. This program shall form part of

the contract and shall be binding on the contractor. However, the Bank reserves the right to alter the Program, if necessary, from time to time, No claim whatsoever of any nature by the Contractor on this account shall be entertained by bank. They shall also have to write their requirements about co-ordination form other agencies working at site.

38. **TESTING OF MATERIALS AND WORKS AND PREPARATION OF SAMPLES:**

The contractor shall, if required by Architect / bank, arrange to test materials and / or portion of the work at his own cost in order to prove their soundness and efficiency. If after any such test, the material or portion of work is found, in the opinion of the Architect and employer to be defective or is found, in the opinion of the Architect and employer to be defective or unsound, the contractor shall pull down and re-erect the same at his own cost. Samples of materials and workmanship shall be submitted by the contractor for the Approval of the Architect / Bank before procurement and execution.

39. **NOTICE:**

The Contractor shall comply with all acts and regulations for the successful completion of the contract works and shall give due notice and pay all fees / taxes etc. as per statutory requirements.

40. **DIMENSIONS:**

Figured dimension are to be followed in all cases, Large scale details take precedence over small scale drawings., In general the drawings shall indicate the dimensions positions and type of construction , the specification shall indicate the qualities and methods, and the bill of quantities shall indicate the quantum and rate for each item of work.

Any work indicated in the drawings and not mentioned in the specifications or vice-versa shall be furnished as though fully set forth in both. Any ambiguity, conflict of interpretation, errors or inconsistencies discovered in the drawings / documents shall be promptly brought to the provisions giving more rigorous interpretation shall prevail but in the event of disagreement between the contractors and the supervisors, decision of Architect shall be final In case of any discrepancy, the contractor is to ask for an explanation before proceeding with the work. However specifications will prevail over the drawings.

41. **ACTION WHERE THERE IS NO SPECIFICATION:**

In case of any class of work over which there is no specification mentioned, the same shall be carried out in accordance with the latest Indian Standard Specifications subject to the approval of the Architect / Bank.

42. **TYPOGRAPHICAL OR CLERICAL ERRORS:**

The Architect's clarifications regarding drawing / details or particulars or typographical or clerical errors shall be final and binding on the contractor.

43. **PERFORMANCE GUARANTEE FOR ALL BOUGHT OUT ITEMS:**

Contractor shall submit written performance guarantee from the manufactures of all bought out items.

44. **DOCUMENTS TO BE COMPLEMENTARY:**

All sections of contract document and working drawings shall be complementary to each other. In case of ambiguities, discrepancies or contradictions between any two sections. Bank / Architect's decision shall be final and binding on the contractor for interpretation of same.

45. **CONTRACTOR'S SUPERINTENDENCE:**

The contractor shall appoint a qualified and experienced person to supervise the work at site. The contractor shall obtain the approval from bank / Architect about competence of such person.

46. **REMOVAL OF DEBRIS:**

Contractor shall arrange to dispose-off debris, wood shaving and any other waste product created while carrying out the work, outside Bank's premises on day-to-day basis. The Contractor shall take due care while disposing of such waste materials and ensure that any rules / regulations laid down by Municipal Corporation or any other statutory body are not violated. The Contractor shall be responsible and answerable to any complaint arising out of improper disposal of waste material. Quoted rates shall involve the cost of same and no extra payment shall be made towards this account.

47. **EXTRA WORK:**

If any extra items are required to be carried out the said item have to be approved by the Bank before execution of the work. The rate of the extra item would be lowest of the following:

- A. Rate of the similar type of item mentioned in Maharashtra schedule of item.
- B. Rate of similar type of item mentioned in tender.
- C. Rate analysis done by the project architect with 5% addition upon material calculation plus 15% profit margin.

48. **MOCK UP:**

The Contractor shall prepare a mock-up of items, if required, strictly in accordance with the specification, free of cost, for approval of Architect and Bank. The work on these items shall proceed further only after the approval of the mock-up.

49. The Contractor shall submit original copies of invoices, order forms for any materials purchased for project work, to the Bank / Architect if called for.

APPENDIX REFERRED TO IN

THE GENERAL CONDITIONS OF THE CONTRACT

- | | | |
|----|--|--|
| 1. | The Contractor is supposed to inspect the site before filing the tender document | |
| 2. | Defect liability period | 12 months |
| 3. | Date of commencement | 07 days from the date of issue of work order |
| 4. | Stipulated period of completion | 30 days from the date of commencement |
| 5. | Earnest Money Deposit | Rs.4,000/- (Rupees Four thousand). MSME, UDYOG ADHAR certificate holders are exempted from depositing the same. |

6.	Initial security deposits till completion of the work	2% of the accepted contract value including E.M.D.
7.	Total security deposits for defect liability period / retention money	10% of the accepted tender sum (including initial Security deposits and retention money)
8.	Liquidated damages for non completion of work within stipulated period	@1% per week of contract value subject to a ceiling of 10% of the accepted contract value
9.	Period of honoring of interim certificate of payment	75% of the certified amount for payment to be released within 15 days from the date of interim certificate from the Architect and balance within one month from the date of final certificate from the Architect.

GENERAL CONDITIONS OF CONTRACT:

Except where provided for in the description of the individual items in the schedule of quantities and in the specifications and conditions laid down hereinafter and in the drawings, the work shall be carried out as per specifications and under the direction of Employer/ Architect.

1. INTERPRETATION

In construing these conditions, the specifications, the schedule of quantities, tender and Agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires.

i. EMPLOYER

The term Employer shall denote **Bank of India with Head Office, Premises Department at Star House, Bandra-Kurla Complex, Bandra (E), Mumbai** and any of its employees representative authorized on their behalf.

ii. ARCHITECTS

The term Architects shall mean **M/s. Sankalpa & Associates , 65, Gangadhar Nivas, Gokhale Road(N),Dadar, Mumbai-400028** or in the event of his/ their ceasing to be the Architect for the purpose of this Contract such person as the employer shall nominate for the purpose.

iii. CONTRACTOR

The term Contractor shall mean

.....

.....

(Name and Address of the contractor and his/ their legal representative, assign and successors.)

iv. SITE

The site shall mean where the works are to executed and as shown in layout plan as mentioned in tender document elsewhere

v. SITE ENGINEER

The site engineer may be appointed by the bank as deemed fit

- vi. DRAWINGS:** The works is to be carried out in accordance with drawings, specifications the schedule of quantities and any further drawings which may be supplied or any other instructions, which may be given by the Architect, during execution of the work. All drawings relating to work to the contractor together with a copy of schedule of quantities are to be kept at site and the Employer/Architect shall be given access to such drawings or schedule of quantities whenever necessary. In case any detailed drawings/"Farma" are necessary contractor shall prepare detailed drawings /"Farma" and /or dimensional sketches there for have it confirmed by the Employer /Architect prior taking up the such work. The contractor shall ask in writing for all clarifications on matters occurring anywhere in drawings, specifications and schedule of quantities or to additional instructions at least 10 days ahead from the time when it is required for implementation so that the Employer may be able to give decision thereon.

1. "The works" shall mean the work to be executed or done under this contract.
2. "Act of Insolvency" shall mean any act as such as defined by the presidency town Insolvency Act or in provincial Act or any amending status.
3. "The Bill of Quantities" are schedule of quantities shall mean the Bill of quantities as specified and forming part of this contract.
4. "Priced Bill of Quantities" shall mean the Bill of Quantities duly priced with the accepted quoted rates of the contractors.

2. SCOPE

The work consists of Electrical & Data Cabling in accordance with the "drawings" and bill of quantities. The civil, electrical, sanitary plumbing, Interior/ furnishing works etc. within the scope of this tender. It includes furnishing all materials, labour, tools and equipment and management necessary for and incidental to the construction and completion of the work. All work during its progress and upon completion, shall confirm to the lines, elevations and grades as shown on the drawings furnished by the Employer / Architect. Should any detail essential for efficient completion of the work be omitted from the drawings and specifications it shall be the responsibility of the Contractor to inform the Employer/ Architect and to furnish and install such detail with the Employer's /Architect's concurrence, so that upon completion of the proposed work the same will be acceptable and ready for use.

Employer/Architects may in their absolute discretion issue further drawings and / or written instructions, details, directions, and explanations which are hereafter collectively referred to as "the Employer /Architect's instructions" in regard to :

1. The variation or modifications of the design quality or quantity of works or the additions or omission or substitution of any work.
2. Any discrepancy in the drawings or between the schedule of quantities and /or drawings and /or specification.
3. The removal from the site of any defective materials brought thereon by the contractor and the substitution of any other material thereof.
4. The demolition removal and /or re execution of any work executed by the contractor/s.
5. The dismissal from the work of any persons employed thereupon.
6. The opening up for inspection covered up.
7. The rectification and making good of any defects under clauses herein after mentioned and

those arising during the maintenance period (retention period).

The Contractor shall forth with comply with and duly executed any work comprised in such Employer's /Architect's instructions, provided always that verbal instructions, directions and explanation given to the contractor's or his representative upon the works by the Employer of the Architect shall, if involving a variation be confirmed in writing to be contractor/s within **seven days**. No works for which rates are not specifically mentioned in the priced bill of quantities, shall be taken up without written permission of the Employer /Architects. Rates of items not mentioned in the priced bill of quantities shall be fixed by the Employer in consultation with the architect as provided in the Clause variation. Regarding all factory made products for which ISI marked products are available, only products bearing ISI marking shall be used in the work, however the make of such products are to be approved by the Employer /Architect.

3. TENDERER SHALL VISIT THE SITE

Intending tenderer shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirement of the works, facilities of transport conditions, effective labour and materials, access and storage for materials and removal of rubbish. The tenderer shall provide in their tender for cost of carriage, freight and other charges as also for any special difficulties and including police restrictions for transport etc. for proper execution of the work as indicated in the drawings. The successful tenderer will not be entailed to any claim of compensation for difficulties faced or losses incurred on account of any site conditions which existed before the commencement of the work on account in the opinion of the Employer of the Architect. Similarly the contractor would inspect the buyback items and assess their rates before putting the same in his tender.

4. TENDERS :The entire set of tender papers issued to the tenderer should be submitted full priced and also signed on the last page together with initials on every page initial / **signature will indicate the acceptance of tender papers by the tenderer**. The schedule of quantities shall be filled in as follows:

1. The "Rate" column to be legible filled in ink in both English Figure and English words.
2. Amount column to be filled in for each item and the amount for each sub head as detailed in the "Bill of Quantities".
3. All corrections are to be initiated.
4. In case of any errors/omission in the quoted rates, the rates given in the tender marked original shall be taken as correct rates.
5. Only one rate should be quoted for each item (s).

No modifications, writing or corrections can be made in the tender papers by the tenderer. The employer reserves the right to reject the lowest or any tender and also to discharge any or all tenders for each sections or to split up and distribute any item of work to any firm or firms, without assigning any reason.

The tenderer should note that the tender is strictly on the item rate basis and their attention is drawn to the fact that the rates for each and every item should be correct, work able and self-supporting. If called upon by the Employer /Architect detailed analysis of any or all the rates shall be submitted by the Contractor. The Employer /Architect shall not be bound to recognize the contractor's analysis.

The works will be paid for as "measures work" on the basis of actual work done and not as

“lump sum” contract. All items of work described in the bill of quantities are to be deemed and paid as complete works in all respects and details including predatory and finishing works involved, directly related to and reasonably detectable from the drawings, specifications bill of quantities and no further extra charges will be allowed in this connection. In case of lump sum charges in the tender in respect of any item of works, the payment of such items of work will be made for the actual work done on the basis of lump sum charges as will be assessed to be payable by the Employer / Architect. The Employer has power to add to, omit from any work as shown in the drawings or described in specifications or included in the bill of quantities and intimate the same in writing but no addition, omission or variation shall be made by the Contractor without authorization from the Employer. No variation shall vitiate the contract. **The tenderer shall note that his tender shall remain open for consideration for a period of 120 days from the date of opening of tender.**

05 BID, QUANTITIES / MEASUREMENTS

- a. Price bid shall be quoted for all the items described in the schedule of quantities. Price quotation for part items of the schedule shall not be accepted and such tender shall be summarily rejected.
- b. No payment shall be made for the personal visit for assessing the quantities/ measurements for the preparation of the tender bid.
- c. Quantities / measurements for which the bid for various item is submitted shall be given precisely in the schedule of Quantities, These quantities and measurements shall be based on the basis of personal assessment and physical verification at site.
- d. The Contractor shall calculate realistic quantities after receipt of drawings and after submitting first interim bill but before submitting the second interim bill to Bank.
- e. Any work done at factory will not be counted in the running accounts bill until the material is brought on site.
- f. Excess quantity shall not be executed without written permission from Bank. In case of upward or downward revision in quantities of items, the rate quoted by the Contractor shall remain firm at all the times.
- g. The contractor shall take joint measurements with the Architect before covering up or otherwise placing beyond the reach of measurement any item of work should the contractor neglect to do so, the same shall be uncovered at contractor's expense or in default thereof, no payment or allowance shall be made for such work or the materials with which the same, was executed.
- h. In case of any class of work over which there is no specification mentioned, the same shall be carried out in accordance with the latest Indian Standard Specifications subject to the approval of the Architect / Bank.

06. AGREEMENT

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

- 07. DOCUMENTS TO BE COMPLEMENTARY:** All sections of contract document and working drawings shall be complementary to each other. In case of ambiguities, discrepancies or contradictions between any two sections. Bank / Architect's decision shall be final and binding on the contractor for interpretation of same.

08. PERMITS AND LICENSES.

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

may be necessary. It may be clearly understood that no compensation or addition charges can be claimed by the contractor for non-receipt of controlled materials in due time on this account or according to his own requirements. The contractor shall at his own cost arrange for storage shed adequate for taking delivery and storing of the quantity of controlled materials released by the authorities. The costs of storing, transporting etc. of all materials including those under government control are to be included by the tenderer in his quoted rates. The Employer /Architect shall be indemnified against all Government or legal actions for thefts or misuse of controlled materials in the custody of the contractor.

09. GOVERNMENT AND LOCAL RULES

The contractor shall confirm to the provisions of all local Bye Laws and Acts relating to the Regulations etc. of the Government and Local Authorities and of any company with whose system the structure is proposed to be connected. The contractor shall give all notices required by said Act, Rules, Regulations and Bye laws etc. and pay all fees payable to such authority /authorities for execution of the work involved. The cost, if any shall be deemed to have been included in his quoted rates, taking into account all liabilities for licenses, fees for footpath encroachment and restorations etc. and shall indemnify the Employer / Architect against such liabilities and shall defend all actions arising from such claims or liabilities. The Contractor shall have to manager all local bodies (like Mathadi,) and also BMC permissions whichever required. The rate, cost of the items quoted by the contractor is inclusive of provision for all such type of expenses as afore mentioned.

10. TAXES AND DUTIES

The tenderer must include in their tender prices quoted Shall Be **Inclusive Of All Material Charges, Transportation, Local Levies As Applicable, Loading, Unloading, Lifting - Shifting, Erection, Testing , Commissioning, Octrai, tax, CESS etc. As Applicable. GST will be paid extra as applicable.**

11. QUANTITY OF WORK TO BE EXECUTED: The quantities shown in bill of quantities are intended to cover the entire work indicated in the drawings but Employer reserves the right to execute only a part or the whole or any excess thereof without assigning any reason therefore.

12. OTHER PERSONS ENGAGED BY THE EMPLOYER

The employer reserves the right to execute any part of work included in this contract or any work which is not included in this contract by other agency or persons and contractor shall allow all reasonable facilities and use of his scaffolding for the execution of such work. The main contractor shall extend all cooperation in this regard.

13. TOTAL SECURITY DEPOSIT EARNEST MONEY AND RETENTION MONEY

Total security deposit = E.M.D + INITIAL SECURITY DEPOSIT + RETENTION MONEY.

The tenderer will have to deposit an amount of **Rs.4,000/- (Four thousand only)** in the form of Bank Draft drawn in favour of Bank of India at the time of submission of tender as an Earnest Money. The employer is not liable to pay any interest on the "Earnest Money". The Earnest Money of the unsuccessful tenderer will be refunded without any interest soon after the decision to award the work is taken or after the expiry of the validity period of the tender. The EMD of the successful tenderer will be treated as a part of Initial Security Deposit.

Apart from the initial security deposit made as above retention money shall be deducted from progressive running bill @ 10% of the gross value of each running bill until the total security deposit (i.e. the initial security deposit plus the retention money) equals 10% of accepted tender sum.

50% of the total security deposit would be refunded to the contractor upon completion of the project and issuance of the completion certificate by architect. The remaining 50% of the total security deposit will be refunded to the Contractor at the end of Defect Liability Period provided he has satisfactorily carried all the works and attended to all the defects in accordance with the conditions of the contract. No interest is allowed on total security deposit.

14. CONTRACTOR TO PROVIDE EVERYTHING NECESSARY:

The contractor shall provide everything necessary for proper execution of the work according to the intent and meaning of the drawing, schedule of quantities and specifications taken together whether the same may or may not be inferred there from and if the contractor finds any discrepancies therein he shall immediately and in writing, refer the same to the Architect whose decision shall be final and binding. The Employer shall on no account be responsible for the expenses incurred by the contractor for hired ground or fresh water obtained from elsewhere.

The rates quoted against individual items will be inclusive of everything necessary to complete the said items of work within the contemplation of the contract and beyond the unit price no extra payment will be allowed for incidental or contingent work labour and /or materials inclusive of all taxes and duties whatsoever except for specific items, if any, stipulated in the tender document. The contractor shall supply, fix and maintain at his own cost, for the execution of any work, all tools, tackles machineries and equipment and all the necessary centering, scaffolding staging, planking, timbering, strutting, shoring pumping, fencing, barding, watching, and lighting by night as well as by day required not only for the proper execution and protection of the said work but also for the protection of public and safety of any adjacent roads, streets, walls, houses, buildings all other erections, matters, and things and the contractor shall take down and remove any or all such centering, scaffolding, planking, timbering, strutting, shoring etc. as occasion shall be required or when ordered so to do and shall fully reinstate and make good all matters and things disturbed during the execution of works to the satisfaction of the Employer/Architect.

The contractor shall at all times gives access to workers employed by the Employer or any men employed on the building and to provide such parties with proper sufficient and if required, special scaffolding, special hoists and ladders and provide them with water and lighting and leave or make any holes , grooves etc. in any work, where directed by the employer as may be required to enable such work men to lay or fix pipes, electrical wiring, special fittings etc. **The quoted rates of the tenderer shall accordingly include all these above mentioned contingent works.**

15. TIME OF COMPLETION, EXTENSION OF THE TIME AND PROGRESSIVE CHART

TIME OF COMPLETION: The entire work is to be completed in all respects within stipulated period. The work shall deemed to be commenced within **07 days** from the date issue of work order. **Time is the essence of the contract and shall be strictly observed by the Contractor.** The work shall not be considered as complete until the Employer / Architects have certified in writing that this has been completed and the Defects Liability Period shall commence from the date of such certificate.

EXTENSION OF TIME: If in the opinion of the Employer / Architects the works be delayed (a) by reason of any exceptionally inclement weather or (b) by reason of instructions from the Employer in consequence of proceedings taken or threatened by or disputes, with adjoining or neighboring owners or (c) by the works, or delay, of other contractors or tradesman engaged or nominated by the Employer and not referred to in the specification or (d) by reason of authorized extra and additions or

(e) by reason of any combinations of workmen or strikes or lock out affecting any of the building trades or (f) from other causes which the Employer at the Completion of the time allowed for the contract shall make fair and reasonable extension of time for completion in respect therefore in the event of the Employer failing to give possession of the site upon the day specified above the time of completion shall be extended suitably. In case of such strikes or lock outs as are referred to above, the Contractor shall, immediately give the Employer, written notice thereof. Nevertheless, the contractor shall use his best endeavors all that to prevent delay and shall do all that may be reasonably required to the satisfaction of the Employer to proceed with the works and on his doings so that it will be ground of consideration by the Employer for an extension of time as above provided. The decision of the employer as to the period to be allowed for an extension of time for completion hereunder (which decision shall be final and binding on the contractor) shall be promulgated at the conclusion of such strike or lock outs and the Employer shall then in the event of an extension being granted, determine and declare the final completion date. The provision in clause 15 with respect to payment of liquidated damages shall, in such case, be read and constructed as if the extended date fixed by the Employer were substituted for and the damage shall be deducted accordingly.

16. PROGRESS OF WORK

During the period of execution of work the contractor shall maintain proportionate progress on the basis of a program chart submitted by the contractor immediately before commencement of work and agreed to by the employer /Architect. Contractor should also include planning for procurement of scare material well in advance and reflect the same in Program chart, so that there is no delay in completion of the project.

17. LIQUIDATED DAMAGES

- A. Liquidated damages per week will be 1% of the contract value inclusive of non-completion of work in time including Sundays and holidays per week, subject to maximum of 10% of contract value. The Bank may without prejudice to any other mode of recovery deduct the amount of such damages from any moneys in his hands due or which may become due to the Contractor. The payment or deduction of such damages shall not relieve the Contractor of his obligations and liabilities of this contract.
- B. If in the opinion of the Bank / Architect, the works gets delayed due to causes which the Bank may consider being beyond the control of the contractor, the Bank at the completion of the time allowed for the contract shall make fair and reasonable extension of time for completion in respect there of. For extension of time for completion, the contractor has to apply in writing with detail reasons.
- C. The Contractor shall be liable to pay Rs. 500/- per day as penalty in the event of default for any reason whatsoever in the removal of debris and / or materials and / or tools and / or plants and / or equipment within 7 days from the written instructions given to contractor to do so till such removal takes place. The Bank may without prejudice to any other mode of recovery deduct the amount of such damages from any moneys in his hands due or which may become due to the Contractor. The payment or deduction of such damages shall not relieve the Contractor of his obligations and liabilities of this contract.

- 18. TOOLS, STORAGE OF MATERIALS, PROTECTIVE WORKS AND SITE OFFICE REQUIREMENTS.** The contractor's representative and staff shall be available at site all reasonable hours to receive instruction notices or communications. All drawings maintained on the site are to be carefully mounted on boards of appropriate size. The contractor shall provide at his own cost all artificial light required for the work and to enable other contractors to complete the work within specified time. The contractor shall not fix or place any placard or advertisement of any description or permit the same to

be fixed or placed in or upon any boarding, gantry building structure other than those approved by the Employer.

PROTECTIVE MEASURES:

The contractor from time to time of being placed in possession of the site must make suitable arrangements for watching, lighting and protecting the work, the site and surrounding property by day by night on Sunday and other holidays at his own cost. Contractor shall indemnify the employer/Architect against all possible damaged to the building, roads, or members of the public in course of execution of the work. The Carpenters shall provide necessary temporary enclosures, gates, entrance etc. for protection of the work and materials and for altering and adopting the same as may be required and removing on completion of the works and making good all works disturbed at his own cost.

The carpenters and the supervisors on the works shall carry with them always one meter or two meter steel tape, a measuring tape of 30 meter, a spirit level, a plumb bob gauge and a square and shall check the work to see that the work is being done according to the drawings and specifications. The Employer/Architects will use any or all measuring instruments or tools belonging to the contractors as he choose for checking the works executed or being executed in the contract.

The contractor should cover in his rate for making provisions for all reasonable facilities for the use of his scaffolding, tools and plant etc. by other contractors for their work.

19. NOTICE AND PATIENTS OF APPROPRIATE AUTHORITY AND OWNERS:

The contractor shall confirm to the provisions of any Acts of the Legislature relating to the work, and to the regulations and Bye Laws of the any authorities, and / or any water, lighting and other companies and /or authorities with whose systems the structures were proposed to have connection and shall before making any variations from the drawings or specifications that may be associated to so confirm, give the Employer/Architect written notices specifying the variations proposed to be made and the reasons for making them and apply for instructions there on . The Employer/Architect on receipt of such intimation shall give a decision within a reasonable time.

The contractor shall arrange to give all notices required for by the said Acts, Regulations Bye laws to be given to any authorities, and to pay such authority or to the public officer all fees that may be properly chargeable in respect of the work and lodge the receipts with the Employer.

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

20. CLEARING SITE AND SETTING OUT WORKS

The contractor s shall set the works and shall be responsible for the true and perfect setting out of the work and for the correctness of the positions, levels, dimensions and alignments of all parts thereof. If at any time, any error shall appear during execution of any part of the work, the contractor shall at his own expenses rectify such error to the satisfaction of the employer / Architect. The contractor shall further set out the works to the alternative positions at the site until one is finally approved and the rates quoted in his tender should include for this and no extra on this account will be entertained.

DATUM: All levels shown in the drawings are to be strictly adhered to subject to final Confirmation by the Employer/Architect.

21. CONTRACTOR IMMEDIATELY TO REMOVE ALL OFFENSIVE MATTERS.

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

22. **ACCESS :**Any authorized representative of the Employer shall at all reasonable times have free access to the works and / or the workshop, factories or other places where materials are being prepared or manufactured constructed for the work and also to any place where the materials are lying or from where they are being obtained, and the contractor shall give every facility to the bank or their representative necessary for inspection and examination and the test of the materials and workmanship. Except the representative of the Employer /Architect no person shall be allowed at any time without the written permission of the employer.

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

All the works specified and provided for in the specifications or which may be required to be done in order to perform and complete any part thereof shall be executed in the best and most workmanlike manner with materials of the best and approved quality of the respective kinds in accordance with the particulars contained in and implied by the specifications and as represented by drawings or according to such other additional particulars and instructions as may from time to time be given the Employer/ Architect during the execution of the work and to his entire satisfaction.

If required by the Employer /Architect the contractors shall have to carry out tests on the materials and workmanship in approved materials testing laboratories or as prescribed by the Employer /Architects at his own cost to prove that the materials etc. under test confirms to the relevant IS standards or as specified in the specifications. The necessary changes for transporting testing etc. shall have to be borne by the contractor. no extra payment on this account should in any case be entertained.

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

During the inclement weather the contractor shall suspend concreting and plastering, painting and polishing for such time as the Employer/Architect may direct and shall protect from injury all the works when in course of execution. Any damage (during construction) to any part of the work for any reason due to rain, storm or neglect of contractor shall be rectified by the contractor in an approved manner at no extra cost.

Should the work be suspended by reason rain, strike, lock outs, or any other cause, the contractor shall take all precautions necessary for the protection of work and at his own expenses and shall make good any damage arising from any of these causes. The contractor shall cover up and protect from damage from all any cause, all new work and supply all temporary doors, protection to windows, and any other requisite protection for the execution of the work whether by himself or special tradesmen or sub-contractor and any damage caused must be made good by the contractor at his own expenses.

24. **DEFECTS IN WORK & REMOVAL OF IMPROPER WORK**

DEFECTS IN WORK

- A. Any defects / deficiency pointed out by the BANK's authorized person(s) shall be removed / rectified to his / their satisfaction, otherwise payment for such items(s) shall not be passed till the defect/ discrepancy is removed / rectified by the contractor.

- B. The Architect shall have the power to withhold any certificate of work and/ or part thereof not being carried out to his satisfaction and he can make the necessary corrections in previous certificate in any subsequent certificates.
- C. In case the Contractors are disobeying Architect/ Bank, they may get bad work replaced in the manner the Architect think fit at the cost and consequences of the Contractor.
- D. The Architect / Bank shall have the right to alter, omit and abandon any part of work without invalidating the contract. If any work is over and above that included into the Contract and is required to be executed at site, the Architect/ Bank has power either to delegate this work to Contractor as an extra item or to any outside Contractor, as the case may be.

REMOVAL OF IMPROPER WORK

The Bank shall during the progress of the work have to order in writing time to time the removal from the work within such reasonable time to time as may be specified in the order of any materials which in the opinion of the Bank/Architect are not in accordance with specifications or instructions, the substitution or proper re execution of any work executed with materials or workmanship not in accordance with the drawings and specifications or instructions. In case the contractor refuses to comply with the order the Bank shall have the power to employ and pay other agency to carry out then work and all expenses consequent thereon or incidental thereto as certified by the Bank / Architect shall be borne by the contractor or may be deducted from any money due to or that may become due to the contractor from his liability in respect of unsound work or bad materials. No certificate which may be given by the Architect shall relieve the contractor from his liability in respect of unsound work or bad materials.

25. CONTRACTOR'S EMPLOYEES

The contractor shall employ technically qualified and competent supervisors for the works who shall be available (by turn) throughout the working hours to receive and comply with instructions of the employer/Architects. The contractor shall employ in connection with the work persons having the appropriate skill or ability to perform efficiently. No labour below the age of Eighteen years and who is not an Indian National shall be employed on the work. No labourer supplied by the contractor to be engaged on the work on day work basis either wholly or partly under order or control of the Employer or his representative. Shall be deemed to be person employed by the contractor. The contractor shall comply with the provisions of all labour codes including the requirements of :

1. The Payment of wages Act.
2. Employer's Liability Act.
3. Workmen's Compensation Act.
4. Minimum Wages Act.
5. Any other Act or enactment relating thereto and rules framed there under from time to time.

The contractor shall keep the employer /Architect saved harmless and indemnified against claims if any of the workmen and all costs and expenses as may be incurred by the employer in connection with any claim that may be made by any workmen. The contractor shall comply at his cost with the order of requirements of any Health officer of the State or any Local authority or of the Employer regarding the maintenance of proper environmental sanitation of the area where the contractor's labourer are housed or accommodated, for the prevention of small pox, cholera, plague, typhoid, malaria and other contagious disease. The contractor shall provide, maintain, and keep in good

sanitary conditions adequate sanitary accommodation and provide facilities for pure drinking water at all times for the use of men engaged on the works and shall remove and clear away the same on completion of the works. Adequate precautions shall be taken by the contractors to prevent nuisance of any kind on the workers or the lands adjoining the same.

The contractor shall arrange to provide first aid treatment to the labourers engaged in the work. He shall within 24 hours of the occurrence of any accident at or about the site or in connection with execution of the works, report such accident to the employer and also to then competent authority where such is required by the law.

26. DISMISSAL OR WORKMEN

The contractor shall on the request of the employer immediately dismiss from work any person employed there on by him, who may in the opinion of the Employer be unsuitable or incompetent or who may misconduct himself. Such discharges shall not be on the basis of any claim for compensation or damages against the employer or any of their officer or employee.

27. ASSIGNMENT

The whole of the works included in the contract shall be executed by the contractor and the contractor shall not directly or indirectly transfer, assign or underlet the contract or any part, share or interest therein nor shall take a new partner, without written consent of the employer and no subletting shall relieve the contractor from the full and entire responsibility of the contract or from active superintendence of the work during their progress.

28. DAMAGE TO PERSONS AND PROPERTY INSURANCE ETC.

The contractor shall be responsible for all injury to the work or workmen to persons, animals or things and for all damages to the structural and /or decorative part of property which may arise from the operations or neglect of himself or any sub-contractor or of any of his or a sub contractor's employees. Whether such injury or damage arise from carelessness, accident or any other cause whatsoever in any way connected with carrying out of this contract. The clause shall be held to include inter alia, any damage to buildings whether immediately adjacent to or otherwise and any damage to roads, street s footpaths, or ways as well as damages caused to the buildings and the works forming the subject of this contract by rain, wind, other inclemency of weather.

The contractor shall indemnify the employer and hold harmless in respect of all and any expenses arising from such injury or damages to persons or property as aforesaid and also in respect of any claim made in respect of injury or damage any acts of compensation or damages consequent upon such claim.

The contractor shall reinstate all damage of every sort mentioned in this clause, so as to deliver the whole of the contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damages to the property or third parties.

The contractor shall effect the insurance necessary and indemnify the Employer entirely from all responsibility in this respect. The insurance must be placed with a company approved by the Employer and must be effected jointly in the name of the contractor and the employer and the policy lodged with the latter. The scope of insurance is to include damage or loss to the contract itself till this is made over in complete State Insurance is compulsory and must be effected from very initial stage. The contractor shall for anything which may excluded from damage to any property arising out incidents, negligence of defective carrying out of this contract. The Employer shall be at liberty and is hereby empowered to deduct the amount of any damages, compensation , costs, charges and expenses arising or accruing from or in respect of any such claim or damages from any sums due or to become due to the contractor.

29. INSURANCE: Unless otherwise instructed the contractor shall insure the works and keep them

insured until the virtual completion of the contract against loss or damage by fire and / or earthquake, flood. The insurance must be placed with a company approved by the Employer, in the joint names of the Employer and the contractor for contract sum. The contractor shall deposit then policy and receipt for premiums paid with the employer within 07 days from the date of issue of work order unless otherwise instructed in default of the contractor insuring to provide above, the Employer on his behalf may so insure and may deduct the premium paid any money due or which may become due to the contractor. The contractor shall as soon as the claim under the policy is settled or then work reinstalled by the Insurance Company should they elect to do so, proceed with due diligence with the completion of the works in the same manner as though the fire has not occurred and in all respect under the conditions of the contract . The contractor in case of rebinding or reinstating after fire shall be entitled to extension of time for completion as the employer may deem fit.

1. The contractor must take all measures and precautions to prevent death / injury to his own labors or any other person and shall take THIRD PARTY (Public Liability) Insurance Policy in the joint name of BANK and contractor at his own expenses. This will be comprehensive and all risks covered to safeguard all men, materials and property during and on account of the execution of work under this contract and will submit certified copy to employee.
 - a. All Risk Policy with accidental cover to neighboring property due to work of contractor's workmen.
 - b. Workmen's Compensation Policy.
 - c. Automobile Third Party Insurance with unskilled third party liability of his vehicles or his suppliers or debris removal vehicles, etc. damaging any cars, etc. while bringing, removing materials, etc.
2. For any damage / injury to the BANK's property or to any member of the BANK or to the members' property on account of any unsafe practices adopted or by any un-prudential action by the Contractor or by his men, the contractor shall be responsible. BANK reserves the right for recovering proper remedy / compensation for the same from the contractor.

30. ACCOUNTS RECEIPTS AND VOUCHERS

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

31. MEASUREMENTS & DIMENSIONS

Before taking any measurements of any work the Employer /Architect shall give notice to the contractor. If the contractor fails to attend at the measurements after such notice or fails to countersign or to record difference within a week from the date of measurements taken by the Employer/ Architect's is final and binding on the contractor and the contractor shall have no right to dispute the same.

DIMENSIONS:

1. Figured dimension are to be followed in all cases, Large-scale details take precedence over small scale drawings, In general the drawings shall indicate the dimensions positions and type of construction, the specification shall indicate the qualities and methods, and the bill of quantities shall indicate the quantum and rate for each item of work.
2. Any work indicated in the drawings and not mentioned in the specifications or vice-versa shall be furnished as though fully set forth in both. Any ambiguity, conflict of interpretation, errors or inconsistencies discovered in the drawings / documents shall be promptly brought to the

provisions giving more rigorous interpretation shall prevail but in the event of disagreement between the contractors and the supervisors, decision of interior Designer shall be final. In case of any discrepancy, the contractor is to ask for an explanation before proceeding with the work. However specifications will prevail over the drawings.

32. PAYMENTS

All bills shall be prepared by the contractor in the form prescribed by the Employer / Architect. Numbers of interim bill subject to minimum value for interim certificate shall be stated in these documents. The bills in proper forms must be duly accompanied by detailed measurements in support of the quantities of the work done and must deduct for all previous payments, retention money etc. The employer / Architect shall issue a certificate after due scrutiny of the contractor's bill stating the amount due to the contractor from the employer and the contractor shall be entitled to payment thereof within the period of honoring certificates named in these documents.

The amount stated in an interim certificate shall be total value of work properly executed less the amount to be retained by the Employer. The employer will deduct retention money. The refund of retention money will be made as specified in these general conditions of contract elsewhere. All the interim payments shall be regarded as payments by way of advance against the final payment only and not as payment for work actually done and completed and shall not preclude the requiring of bad, unsound and imperfect or unskilled work to be removed and taken away and reconstructed or erected or be considered as an admission of the due performance of the contract or any part thereof in any respect or the accruing of any claim nor shall it conclude determine or effect in anyway the power of the Employer under these conditions or any of them as to the final settlement and adjustments of the accounts or otherwise or in any other way or effect the contract. The final bill shall be submitted by the contractor within one month of the date fixed for completion of the work or of the date of certificate of completion furnished by Architect / Employer and payment shall be made within three months. The period of honoring any interim bill would be 30 days from the receipt of the same along with architect certificate at Bank's end. The contractor should not take the plea of release of interim bill (during the honoring period) to stop his work. Otherwise it would be added to his liquidated damage period.

B. FINAL PAYMENT

The final bill shall be accompanied by a certificate of completion from the Employer / Architects. Payment of final bill shall be made after deduction of Retention money as specified elsewhere in these conditions, which sum shall be refunded after the completion of the Defect Liability Period after receiving the Employer's / Architects. Certificates that the contractor has rectified all defects to the satisfaction of the Employer/Architect. The acceptance of payment of the final bill by the contractor would indicate that he would have no further claim in respect of the work executed. The maximum for payment of the final bill would be **03** months from the date of receipt of the architects completion certificate for release of payment.

33. VARIATION / DEVIATION

The price of all such additional items/non-tendered items will be worked out on the basis of the following:

- A. Rate of the similar type of item mentioned in Maharashtra schedule of item.
- B. Rate of similar type of item mentioned in tender.
- C. Rate analysis done by the project architect with 5% addition upon material calculation plus

15% profit margin.

However, before execution of the extra or non-tender items prior written approval have to be taken from Bank, other wise no payment would be made.

34. **SUBSTITUTION:** Should the contractor desire to substitute any material and workmanship, he/they must obtain the approval of the employer /Architect in writing for any such substitution well in advance. Materials designated in this specification indefinitely by such terms as "equal" or "other approved". Etc. specific approval of the Employer / Architect has to be obtained in writing.
35. **PREPARATION OF WORKS FOR OCCUPATION AND USE ON COMPLETION:** The whole of the work will be thoroughly inspected by the contractor and deficiencies and defects put right. On completion the contractor shall inform the employer that he has completed the work and it is ready for inspection.
- On completion the contractor shall clean all windows and doors including the cleaning and oiling if necessary, of all hardware inside and outside all floors, staircase and every part of the building. He will leave the entire building/ furniture neat and clean and ready for immediate occupation/ use and to the satisfaction of the bank.
37. **CLEARING SITE ON COMPLETION:** On completion of the works the contractor shall clear away and remove from the site all constructional plant, surplus materials, rubbish and temporary works of every kind and leave the whole of the site and the works clean and in a workmanlike conditions to the satisfaction of the Employer /Architect.
39. **DEFECTS AFTER COMPLETION**
The contractor shall make good at his own cost and to the satisfaction of the employer all defects, shrinkage, settlements or other faults which may appear within 12 months after completion of the work. In default the employer may employ and pay other persons to amend and make good such damages, losses and expenses consequent thereon or incidental there to shall be made good and borne by the contractor and such damages, loss and expenses shall be recoverable from him by the employer or may be deducted by the employer in lieu of such amending and making good by the contractor deduct from any money due to the contractor a sum equivalent to the cost of amending such works and in the event of the amount retained being insufficient recover that balance from the contractor from any amount retained under clause no:11 by the employer together with any expenses the employer may have incurred in connection therewith.
40. **CONCEALED WORK**
The contractor shall give due notice to the employer /Architect whenever any work is to be buried in the earth, concrete or in the bodies of walls, above false ceiling, concealed in conduits behind paneling or otherwise becoming inaccessible later on, in order that the work may be inspected and correct dimensions taken before such burial in default whereof the same shall at the opinion of the employer/Architect be either opened up for measurement at the contractor's cost and no payment may be made for such materials. Should any dispute or differences arise after the execution of any work as to measurements etc. or other matters which cannot be conveniently tested or checked, the notes of the Employer /Architects shall be accepted as correct and binding on the contractor.
41. **ESCALATION:** The rate quoted shall be firm throughout the tenure of the contracts (including extension of time, any granted) and will not be subject to any fluctuation due to increase in cost of materials, labour, sales tax, octroi, excise duty, etc. No escalation would be permitted for the project.

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

43. SUSPENSION: If the contractor except on account of any legal restraint upon the Employer preventing the continuance of the work or in the opinion of the Employer shall neglect or fail to proceed with due diligence in the performance of his part of the contract or if he shall more than once make default, the Employer shall have the power to give notice in writing to the contractor requiring the work to be proceeded within a reasonable manner and with reasonable dispatch, such notice purport to be a notice under this clause.

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

44. **CANCELLATION OF THE CONTRACT OR PART OR FULL ON CONTRACTOR'S DEFAULT:**

If the Contractor shall at any time:

- a) Become bankrupt or insolvent.
- b) Make an arrangement without assignment in favour of his creditors or agree to carry out the contract under the committee of Inspection of his creditors.
- c) Being an individual / partner / company or corporation go in to liquidation.
- d) Have action levied on his goods or property on the works.
- e) Assign the contract or any part thereof otherwise than as provided in the general condition of the Contract.
- f) Abandon the Contract.
- g) Persistently disagree the instructions of the Architect / Bank and or contravene any provisions of the contract including general accepted principles of working.
- h) Stopping the work under flimsy excuse with threatening attitude or showing discourtesy to members so the majority members wish this.

In that case, the Bank may determine and terminate the contract after giving due notice and time to the Contractor. The Bank shall be entitled after giving due notice in writing for removal of the Contractor from whole or any portion of work, without avoiding the Contract or releasing the Contractor from any of his obligation or liabilities under the Contract and adopt any or several of the following measures:

- I. **Rescind the Contract, in which case the security deposit of the Contractor shall stand forfeited to the Bank without prejudice to Bank's right to recover any amount from Contractor,**
- II. Carry out the work or any part thereof by employing other agency and required labour and materials and debiting on Contractor's account.
- III. Measure up the work executed by the Contractor and to get the remaining work completed by another contractor at the risks and expenses of the Contractor. In the event of any several of the courses referred above being adopted.
- IV. Upon non-completion of the work, upon use of sub standard quality, upon non co-operation, upon a deadlock on a particular issue between the Owner/ Bank and the Contractor / Architect.
 - a. The contractor shall have no claim for compensation for any loss sustained by him by any reason for material purchased by him, tools, machinery, labor to retain the same in further execution of the work for wear, tear and destruction caused by his negligence.

The Bank shall be entitled to take possession of any materials, tools, machinery, equipment which was on site, as if those are the property of Bank to carry out the balance work, In this case Contractor is not entitled for any compensation for use and employment of the same.

45. **ARBITRATION**

All disputes or differences of any kind whatsoever which shall at any time arise between the parties

hereto touching or concerning the works or the execution or maintenance thereof of this contract or the construction remaining operation or effect thereof or to the rights or liabilities of the parties or arising out of or in relation thereto whether during or after determination fore closure or branch of the contract (other than those in respect of which the decision of any person is by the contract expressed to be final and binding) shall after written notice by either party to the contract to the other of them and to the Employer hereinafter mentioned be referred for adjudication to a sole Arbitrator to be appointed as herein after provided.

For the purpose of appointing the sole arbitrator referred to above. The Employer will send within thirty days of receipt of the notice to the contractor a panel of three names of persons who shall be presently unconnected with the organization for which the work is executed.

The contractor shall on receipt of the names as aforesaid, select any one of the persons name to be appointed as sole Arbitrator and communicate his name to the employer within thirty days of the of receipt of the names. The employer shall thereupon without delay appoint the said person as the Sole Arbitrator. If the contractor fails to communicate such selection as provided above within the period specified, the competent authority shall make the selection and appoint the selected person as the Sole Arbitrator.

If the Employer fails to send to the contractor the panel of three names as aforesaid within the period specified, the contractor shall send to the employer a panel of three names of persons who shall all be unconnected with either party. The employer shall on receipt of the named as aforesaid select any one of the persons names and appoint him as the Sole Arbitrator. If the employer fails to select the person and appoint him as the Sole Arbitrator within 30 days of receipt of the panel and inform the contractor accordingly, the contractor shall be entitled to appoint one of the persons from the panel as the Sole Arbitrator and communicate his name to the Employer.

If the Arbitrator so appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever another Sole Arbitrator shall be appointed as aforesaid.

All disputes or differences of any kind whatsoever which shall at any time arise between the parties hereto touching of concerning the work or the execution or maintenance thereof of this contract or the right touching of concerning the works or the execution or maintenance thereof of this contract or the construction, remaining operation or effect thereof or to the rights or liabilities of the parties or arising out of or in relation thereto whether during or after determination, foreclosure or Branch of the Contract (other than those in respect of which the decision of any person is by the contract expressed to be final and binding) shall after written notice by either party to the contract to the other of them and to the Appointing Authority who shall be appointed for this purpose by the Bank, be referred for adjudication to a sole arbitrator to be appointed as hereinafter provided.

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

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

I / We hereby declare that I/We have read and understood the above conditions for the guidance of Tenderers.

Seal :
Place :

Signature of the Contractor
Address :

FORM OF AGREEMENT

THIS AGREEMENT made this..... Day of,2025
between.....
..... BANK OF INDIA, Navi Mumbai Zone, Ground floor,
Sector – 11, Plot No.30, CBD Belapur, Navi Mumbai – 400 614. (Herein after called “the owner “) of
one part.

And

.....
..... Of or whose registered office is situated at
.....
..... (hereinafter called : “ the Contractor “) of the other
part.

WHEREAS the Owner is desirous
of.....
..... (Hereinafter called “the work “) at
.....

..... And has caused drawings and Bills of Quantities showing and
describing the work to be done to be prepared by or under the direction of
.....

AND WHEREAS the Contractor supplied the owner with a fully priced copy of the said
Bills of Quantities (which copy hereinafter referred to as “**the Contract Bills**“) AND
WHEREAS the said drawings (hereinafter referred to as “**the Contract Drawings**“) and The
Contract Bills have been signed by on behalf of the parties hereto : AND WHEREAS the
contractor has deposited the sum of
Rupees.....With the owner for
due performance of this Agreement.

NOW IS HEREBY AGREED AS FOLLOWS:

For the consideration hereinafter mentioned the contractor will upon and subject to the
conditions annexed carry out and complete the work shown upon the contract drawings
and described by or referred to in the Contract Bills in the said conditions.

The Owner will pay the Contractor the sum of Rupees
.....
..... (hereinafter referred to as “ the Contract Sum “) or such other sum as shall
become payable there under at the times and in the manner specified in the said
conditions.

The term “ARCHITECT“ in the said conditions shall mean the said
.....
..... in the event of his death or ceasing to be

the " ARCHITECT " for the purpose of this contract, such other person as the owner shall nominate for that purpose, not being a person to whom the contractor shall object for reasons considered to be sufficient by employer. Provided always that no person subsequently appointed to be the " ARCHITECT " under this contract shall be entitled to disregard or overrule any certificate or opinion or decision or approval or instruction given or expressed by earlier "ARCHITECT".

The said conditions there to shall be read and constructed as forming part of this agreement, and the parties hereto shall respectively abide by, submit themselves to the conditions and perform the agreements on their parts respectively in such conditions contained.

Any dispute arising out of the contract shall be referred to Arbitration as per the condition stipulated in clause of " Special condition of contract ".

AS WITNESS the hands of the said parties.

Signed by the said
In the presence of witness
NAME:

OWNER

ADDRESS:

Signed by the said
In the presence of witness
NAME:

CONTRACTOR

ADDRESS:

PREAMBLE TO BOQ

Abbreviations :

R.M.T.	:	Running Meter
Sq. MT.	:	Square Meter
Sq. Ft.	:	Square Foot
Cu. Mt.	:	Cubic Meter
T.W.	:	Teak Wood
Q.R.O	:	Quote Rate Only
C / C	:	Centre to Centre
M.T.	:	Metric Ton
C.P.	:	Chrome Plated
NO.	:	Numbers.
MM.	:	Millimeter

(All dimensions are in M.K.S. unless otherwise stated.)

TECHNICAL SPECIFICATION**POWER PANELS:**

The Power panels shall be fabricated from MS sheet steel 16 gauge and shall be of compartmental design. The main supporting framework shall be of angle iron or of heavier gauge sheet metal. The panel shall be self-supporting design, dust and vermin proof, dead front and fully inter locked with isolating switches. The panel-mounted switches shall have Interlock defeat for testing and inspection.

The panel shall be designed so as to facilitate inspection, cleaning and repairs. The clearance between phase to phase and phase to earth or metal parts shall be as per relevant IS standards. The metering instruments like volt meter, ammeter etc. shall be flush mounted and shall be of 1.0 class accuracy and of standard design size shall be 96 mm x 96. All indication lamps shall be of neon type.

The panel shall have separate cable ally and a bus bar chamber. The bus bars shall be rigid hard drawn tinned electrolytic copper & sleeved with heat shrinkable sleeves. The current density shall not exceed 1.25 amp per sq. mm. and the neutral bus shall be rated for capacity of phase bus unless otherwise stated in schedule of quantities/drawings. However, the minimum size of bars shall be 25mm x 3mm.

The panel shall be powder coated comprising of degreasing and de-scaling in sulphuric acid etc. with synthetic enamel paint for smooth finish. The color of paint shall be battle-ship Grey or as directed. The Panel shall be tested at site before commissioning. The Panel drawings shall be got first approved from Architects before taking up for fabrication.

All wiring inside the panel shall be done with switchboard copper conductors/cables solid copper links. The insulators for supporting the Bus-Bars shall be epoxy based cast resin. All hinged doors shall be earthed with flexible braided copper earth. An earth bus of copper shall be fixed along the length of the panel at the lower section. Adequate ventilation for the panel shall be provided. Logic diagram of operation of switches shall be painted on the panel. The name plates for each feeders shall be of engraved design and pasted to the respective switch gear. The letters shall not be less than 10mm size for individual feeders and not less than 18mm for the main feeders. All switchgear to be mounted in the panel shall be as per schedule of quantities.

SWITCH FUSE UNITS:

Switch Fuse Units shall be of sheet metal or iron clad with HRC fuses as described in schedule of quantities. The unit shall be of robust construction of standard specified make. design to withstand adverse working conditions. It shall have quick break type mechanism with ON and OFF position indicators of the operating handle. The switch shall be interlocked so that the unit cannot be opened in ON condition. The interior shall be so arranged that clearance from live parts are adequate and shrouded. Manufacture's instructions shall be followed for installation of switch fuse units. The switch shall be solidly earthed. The switch shall be mounted on walls on angle iron support grouted to wall. The supports shall be treated for rust treatment & painted with 2 coats of synthetic enamel paint. The height of the switch board shall be such that it is accessible for operation & maintenance.

CABLES :

Cables shall confirm to IS 1554-1976. Cable shall be heavy duty, armoured, PVC insulated & PVC sheathed 1.1 MV grade aluminum or copper. Cable shall be fixed with G.I. spacers & saddles at an interval of 45 cms and on every side of bends. The bending radii of cables shall be as per manufacturers instructions and in no case it shall be less than 12 times the overall diameter of the cable. Cable shall be so installed that they are not subject to mechanical

damage. If there is a bend in the cable enclosed in a conduit, care has to be taken to prevent undue compression of insulation. This applies also to the top of vertical runs of longer than 5 meters where there could be compression caused by the weight of unsupported vertical cables. Cables may rest without fixing in horizontal runs or ducts or trunkings. The cables run in cable trays shall be permitted unless the cables exceed the standard drum length. Joints if so necessary shall be located in accessible position. Termination of the cables shall be done with heavy duty copper/Aluminum lugs and brass cable glands.

Cables laid under ground shall be to a minimum depth of 600 mm. It shall be ensured that cables laid underground are free of water lines, sewage lines etc. The trenches shall be at least 30 cm wide & filled with 10 cms thick of layer of dry sand on which the cable shall be laid. Further, 10 cms thick sand layers shall be put on the cable over which a brick layer shall be kept. The trench shall then be back filled with soft earth, rammed and consolidated to original level. Cable route indicators shall be laid at intervals of 20 metres and at all change in directions. For cables laid on walls aluminum tags shall be fixed showing the size of the cable and the feeder number of the cable. These tags shall be at each ends and at least one or two places at intermediate positions. The mode of measurement of the cables shall be as follows :

- i. For top entry of the cable, the measurement shall be taken up to the bottom of the switch-gear.
- ii. For bottom entry of the cable, the measurement shall be taken up to the top of that switch board. No wastage shall be allowed for measurements.

DISTRIBUTION BOARDS:

1. These shall be of sheet metal and of standard design with copper bus bars. The board shall be fixed at accessible heights. The boards shall be solidly fixed to walls/partitions, concealed or open as directed. All connections inside the distribution board shall be neatly arranged and tied with PVC strings. The MCB's shall be of 9 KA for fault level. The distribution board shall be suitably earthed. Legend shall be written on D.B. & Circuits.
2. The Distribution Board circuitry shall be as per the schematic/given in Drawing.
3. The Sheet steel used for fabrication shall be of CRCA of 14/16 SWG. The Board shall be suitable for wall mounting. It shall be totally enclosed, Dust Proof & vermin proof. The fabrication shall be as per relevant is Specifications for degree of protection by enclosure for low voltage switch-gear IP 52. The Equipment such as MCB, ELCB, Insulators, Bus-Bars shall be as per relevant is specification with latest amendments.
4. The Sheet steel shall be smoothly finished, leveled and free from flaws. All doors, removable covers shall be Gasketed all round the perimeter.
5. The Service Voltage is 440 volts & Busbar will be Electrolytic copper. The copper busbar shall be tinned through out the length.
6. The door interlock shall be provided so that it shall not be possible to open the door with breaker in close position.
7. Enough space shall be provided for termination. The minimum two earth terminals shall be provided for each D. B. The Board shall be factory wired with proper ferruling.
8. Adequate shrouds shall be provided for avoiding accidental contact with Live Terminals, Busbar etc.
9. The Conduit knockout shall be provided for Conduit Entry.
10. The guaranteed technical particulars shall be provided for the MCB & ELCB etc.
11. The engraved black anodised labels shall be provided on all feeders.
12. All Steel works shall undergo a process of degreasing, pickling in acid bath, phosphating.
13. This shall be followed by two coats of primer and two coats of final finish paint, both applied with spray. The colour shall be light battleship gray.
14. The distribution board shall have hinged door.
15. The busbar supports shall be non hygroscopic, anti tracking material.

POINT WIRING**(a) METAL CONDUITS:**

1. All conduit pipes shall confirm to IS 9537 PART-II 1981. Metal conduits shall be ERW black enameled 20mm/25mm as the case may be depending upon the number of wires permitted. The conduits shall be fixed to walls/ceiling with M.S. saddles and spacers at an interval of 1 meter and on either side of bends.
2. All conduit accessories shall be 15 gauge & bends shall be of inspection type. All bends, couplers, threaded portions etc. shall be painted with anti-corrosive paint. Bends in the pipes shall be done with bending hickies.
3. All pipes shall be cleaned for sharp burrs. Switch boxes shall be of G.I. 16 G/14G. The switch boxes shall be concealed as per site requirement & as per Architect's/Architect's Instructions. Point shall be controlled with 5A switch or directly from DB as specified in schedule of quantities. Where plate type switches are not specified the switch-board shall have 3mm thick hylum sheet on which switches shall be mounted.
4. While laying the conduits in the slab before casting the slab, all drops shall be laid accurately to fall in position of the switchboard. Junction boxes shall be sand filled. All joints shall be airtight. Conduits shall be fastened to the re-enforcement properly so that the conduits do not get dislocated while casting the slab. All conduits shall have 18 swg fish wire.
5. The conduit shall be of 16 gauge upto 32mm dia and 14 gauge above 32mm dia. reputed and approved make conforming is specification. Conduit shall be Heavy gauge rigid PVC with All accessories/fittings including ordinary & inspection tees; bushings, reducers, junction boxes, terminal boxes, saddles and steel supporting materials shall be of the same as of the conduit. The contractor shall have dies for threading of conduit.
6. The conduit shall run along walls, ceiling, flooring in accordance with layout drawings.
7. The conduit shall be field bend as far as possible with reasonable long radius. The conduit bends shall be free from cracks, other damage to the pipe or its coating and shall not have pipe section unduly flatten..
8. The conduit joint shall provide the structural rigidity and low electrical resistance.
9. All open conduit ends shall have bushings and all threads shall be cleaned and well painted with coating or red lead & oil. All burrs shall be smoothened and cleaned.
10. The conduit shall be supported with saddles at regular interval of 1000mm. The saddles shall be fixed with Rawal plugs and M. S. screws of 3mm size.
11. The No. of wires through a given diameter of conduit shall be as per is specification.
12. When two length of conduit are joined together through a coupling, running threads equal to the full length of the coupling shall be provided on any one length. Conduit length exceeding 8 meter length shall be provided with junction boxes.
13. Conduit & accessories shall be securely fixed before any operation like concrete pouring plastering etc. The conduit shall be fixed by clips which shall not cause deformation of conduits. The conduit fixing shall be at regular intervals not exceeding 1.5 meter. At the bends the fixing shall be secured by fixing clips at 150mm. All the supporting holes are to be drilled by electric drill machine.

(b) PVC CONDUITS:

The PVC Conduits shall confirm to latest IS standards and shall be of medium gauge. The conduits shall be joined with PVC adhesive at joints. The Conduits shall be fixed to walls/ceilings with GI, Spaces and Saddles at an interval of 60 cms & on either side of bends. The number of wires drawn in the conduits shall be as per table 1. The point wiring shall be controlled as in (a) above. The wiring shall be done with 2nos. of 1.5 sq.mm (Phase & Neutral)& 2.5 sq. mm. (earth) PVC insulated, copper conductors, multi stranded and color coded with green as earth and black neutral. The circuit wiring shall be with 3 nos. of 2.5 sq. mm. PVC insulated, copper conductors, multi stranded from distribution board to switch board and the rate shall be included in the point wiring unless otherwise stated in schedule of quantities. All other details shall be as for metal conduits.

(c) CASING CAPPING/TRUNK AND TRUNKLING :

PVC casing shall be fixed, wooden partitions by means of screws spaced not more than 60 cms apart. Holes for fixing the PVC capping shall be done by drilling machine only and these

holes shall be plugged with PVC plugs or grips to which the screws shall be fastened. No less than 1 inch PVC casing shall be used. All bends, tees, joints etc. shall be done in workman like manner with standard accessories. The number of wires in PVC casing capping shall be limited to a fill factor of not more than 60%. The point shall be controlled by 5 amp switch. The switch boards shall either be flush mounted with partitions or surface mounted or concealed mounted as per site requirements and as directed. The wiring shall be carried out as described in (a) and (b) above.

This wiring shall not be done for concealed wiring & wiring over the false ceiling work.

CIRCUIT WIRING

1. The Circuit wiring shall comprise of laying PVC conduit from lighting distribution board to the first switch board & pulling of wires within the conduits with 2.5 Sq.mm copper wire, PVC insulated, 100v grade wire.
2. The scope includes all materials & labour with Installation. It also includes making proper connection in the Distribution board & switch board.
3. In case of group control directly from Distribution Board, the primary point shall be from D.B. to the first point and secondary point and from first point to the next point looped. The point shall terminate into the 3 plate-ceiling rose.

SWITCH BOARD

The lighting switch board boxes shall be MS/ zinc passivated with 16 guage made suitably for controlling group of light/fixture or light control as indicated in the drawing. The switch board boxes shall be suitably in the office area as concealed type. All the switch boxes shall be provide with removable cover with proper provision of Plate/Piano type switches.

WIRING METHODS

1. The wire pulling in conduits shall be in accordance with standard practises. All the wires in a particular section by conduit shall be bunched together and pulled at a time.
2. The wires used shall be colour coded with Red wires for R phase, Yellow wire for Y phase, Blue wire for B phase Black wire for neutral and Green wire for each continuity conductor.
3. All the wires shall be purchased directly form the manufacturers and approved by the Architect.
4. All the wire shall be insulated with adequate thickness of extruded PVC.
5. All wires shall be of 1100v grade conforming to is 694 with latest amendment.
6. All the wire ends shall be ferruled with colour codes & numbers.
7. All the circuits shall be identified at both ends of the circuit.
8. A maximum of 3 lights to be switched on one switch of 5A.
9. The wiring shall be carried out with multi stranded PVC insulated copper wires of 1.5 sq. mm. 2Nos (Phase & Neutral) & 2.5 sq.mm. (Earth). In all cases the earth shall be of green color and neutral shall be black color. All wires used shall be of 660 V grade. The point wiring shall be inclusive of circuit wiring from Distribution Board to the switch-board unless otherwise stated in schedule of quantities. The circuit wiring shall be with 3 nos. of 2.5 sq.mm PVC insulated multi stranded copper conductors color coded as detailed above. The rate shall also be inclusive of any chasing as directed by the Architects/Architect/Client's Engineer to conceal the drops and finishing the same.

5A/15 AMPS. SWITCH SOCKET OUTLET WIRING

1. The Point wiring for 15 A Switch socket outlet includes running of 3 x 4.0 sq.mm PVC insulated stranded copper wire through conduit from the distribution panel board to the individual S/S/O
2. Two nos of 15 A S/S/O are to be looped in and controlled by MCB of 20 Amps in the distribution board at each floor. The circuit length shall not exceed a length of 70 meters.

3. All the wires for the S/S/O shall be pulled through separate conduit system (not to be mixed with light 5 Amps S/S/O etc.)

5 AMPS SWITCH SOCKET OUTLET

1. The point wiring for 5 Amps switch socket outlet includes running of 3 x 2.5 sq.mm copper conductor, PVC insulated, 1100v grade wires in PVC conduit from the light distribution board to the Individual socket.
2. A maximum of 6/8 Nos. socket are to be looped in & controlled by MCB in the lighting distribution board. The circuit length shall not exceed 60 meters.

15/5 A SWITCH SOCKET OUTLET

1. It shall be of approved make conforming to latest standards. The three-pin socket shall be provided with safety shutter to prevent accidental contact with live parts.
2. The box for socket outlet shall be suitable for concealed/surface mounting and should be supplied by the Manufacturer with the switch & socket unit.

20 AMPS POINT WIRING

1. The 20 A SP MCB with Reyrolle socket is to be provided including running of 3 x 4.0 sq.mm PVC insulated stranded copper wire through PVC conduit from distribution board to the individual switch.
2. One switch is to be provided in one circuit and controlled by one MCB of 20 Amp in the distribution board at each floor.
3. All the wires for the switches shall be pulled through separate conduit system (not to be mixed light, 5 A S/S/O etc.)

TELEPHONE POINTS

1. Telephone Points shall include supply & installation of 25mm diameter PVC conduit & Accessories along with 2 pair/4 Core wire from Tag Block to Individual Point along with the Conduit. The Telephone wire shall be of oelton make or of approved sample.
2. The Conduit shall be laid concealed in slab/wall/beam column etc., from the Telephone Box to the Individual Telephone socket outlet Point as market in the Drawing.
3. In case of provision for further point for Telephone G.I. Pull wires shall be laid inside the entire length of conduit.
4. The Telephone Tag Block of M.S. shall also be provided by the Contractor including latest Type of Terminal strip cover extra as per MTNL approved list.

EARH PITS / STATION

The earthing station shall be done as per IS 3043 (1981) and as per drawing no. E1. The earth pit shall be atleast 2.5 mtrs deep with GI plate electrode shall be hot dipped of 600mm x 600mm x 6mm thick. The size for copper electrode shall be 600 x 600 x 3mm thk. An alternate layer of salt and charcoal shall be filled up to 200 mm above the top of the electrode. The electrode shall be connected with 25mm x 6 mm thick GI Flat which shall be terminated with nuts and bolts into brick masonry chamber on top. The brick masonry chamber shall be of size 300mm x 300mm x 300mm deep which will carry the finneling arrangement for watering. A GI Flat of 25mm x 3 mm from brick masonry chamber to the switch gear inside the switch room shall be laid under ground and / or fixed to walls and the rate for this shall be paid as a separate item.

INSTALLATION OF ELECTRIC FITTINGS

All electrical fittings shall be fixed with down rods or on round blocks as stated in schedule of quantities. The down rods shall be 20 mm dia and 1.6 mm wall thickness of ERW black enameled MS. The down rods shall be fixed with ball and

socket joints check nuts etc. Special fixtures like spot lights etc. shall be fixed to the false ceilings as per manufacturer's recommendations. The fittings shall be connected with 3 core 0.5 sq. mm. flexible copper cord / cable from ceiling rose and suitable earthed.

TESTING OF ELECTRICAL INSULATION

The following tests shall be carried out after completion of the electrical insulation work.

- 1) Insulation Resistance Test.
- 2) Polarity Test of Switches.
- 3) Earth Continuity Test.

1) Insulation Resistance Test : The insulation resistance shall be measured by applying between earth and whole system of conductors or any section thereof with all fuses in place and all switches closed (except in earthed concentric wiring) all lamps in position and both poles electrically connected together., or direct current pressure of not less than twice the working pressure, provided that it need not exceed 500 volts for medium voltage circuits, be applied. Where the supply is derived from 3 wire DC or Poly phase A.C. System, the neutral pole of which is connected to the earth either direct or through added resistance, the working pressure shall be deemed to be that which is maintained between the phase conductor and the neutral. The insulation resistance measured in mega ohms between all conductors connected to one pole of phase conductor of the supply and all the other conductor and switches in off position it's value shall be not less than as specified below :

The insulation resistance measured in mega ohms shall not be less than 50 mega ohms divided by the number of outlets or when PVC insulated cables are used for wiring , 12.5 mega ohms divided by the outlet subject to a minimum value of 1 mega ohm.

A preliminary and similar test may be made before lamps etc. are installed and in this event the insulation resistance to earth shall not be less than 100 mega ohms divided by the number of outlets or when PVC insulated cables are used 25 mega ohms divided by the number of outlets subject to a minimum of 1 mega ohm.

2) Polarity Test of Switches : In a 2 wire system a test shall be made to verify that all switches in every circuit are fitted in the same conductor through out and such conductors shall be labelled or marked for connection to the phase conductor or to the non earthed conductor of supply.

In a 3 wire or 4 wire insulation a test shall be made to verify that every non linked single pole switch is fitted in a condutor which is labelled or marked to one of the phase conductor of supply.

3) Earth Continuity Test : The Earth Cntinuity Conductor including metal conduits and metallic envelopes of cables in all cases shall be tested for electric continuity and electrical resistance of the same along with the earthing lead but excluding any added resistance or earth leakage circuit breaker measured from connection with earth electrode to any point in the earth continuity conductor in the completed insulated shall not exceed 1 ohm.

POWER FACTOR CORRECTION PANEL

The power factor correction panel shall be fabricated from sheet steel & powder coated. The panel shall be compartmentalized with tinned copper bus bars TPN as descibed for power panels.

The power capacitors shall be APP type, low loss, 3 phase , delta connected and self discharged type. The power factor control shall be done by automatic power factor control relay for controlling the power factor within the set limits by auto switching of required

capacitor Banks. The required Capacity / P.F Banks shall be as per schedule of quantities. The P.F shall be automatically corrected to near Unity.

The C.T. ratio given in the schedule / diagram is indicative. The same shall be matched for correct operation depending upon the operating load. The relay shall be totally microprocessor based for setting the desired target power factor band. The APFC relay shall have indications like power ON, low current etc & shall be of required stages as per schedule of quantities. The P.F Panel shall have Auto Manual switching facility.

The general specification shall be as follows :

- i. **System supply voltage 415 volts.**
- ii. **C.T. secondary rating 5 A, 5 VA Burden.**
- iii. **Output switching capacity 5A at 230 V AC & 2A at 440 V AC, Operating temperature, 10 degree Centigrade to 50 degree Centigrade. Accuracy better than 1%. Low current release 10% of full rated C.T.**
- iv. **Switching time between stages 4 to 6 seconds.**
- v. **Range of indications of PF 0.5 lag to 0.5 lead digital.**
- vi. **Display LED indications.**
- vii. **Range of target P.F. setting 0.7 to 0.99.**
- viii. **Switch for auto / manual operation.**
- ix. **Indications for selection of stages.**
- x. **Selection of dead band.**

PREFERRED MAKES OF MATERIALS

1. All materials to be supplied by the contractor shall confirm to the relevant Indian Standard and bear "ISI" marking distinctly. However for the guidance of the Contractor some of the preferred makes of materials are as follows.
2. All materials shall be of the first quality.
3. Wherever Contractor proposes to use 'equivalent' makes (ie other than specified) the same shall be done only after prior approval from Bank. Bank may consult Interior Designer before giving approval. Any additional expenditure, time due to this will be on Contractor's account and no claims will be entertained.
4. Read "or equivalent approved" at the end of the list of approved manufacture / sub-contractor / brand for every materials.

SR NO. MATERIAL MANUFACTURES/SUPPLIERS

APPROVED

- | | |
|--|---------------------------------------|
| 1. SFU/ Isolator switch | EE/L&T/Siemens |
| 2. L.T. Panels | EE/L&T/ Siemens / As approved |
| 3. Meters | AE/MECO/ Rishab/ Silkon/ UE |
| 4. DB (HRC Fuse) | EE/Standard/ CPL/ Havel |
| 5. DB (MCB) | EE/MDS/ Siemens |
| 6. Wires | Finolex / Polycab |
| 7. Conduits (MS/GI) | Superme BEC/ Precision / Circle Ark |
| 8. Switches /Sockets | Anchor/ Preeision/ CPL/ MK/Northwest/ |
| Avanti/ LK pace | |
| 9. Lugs | Dowell/Jainson |
| 10. Telephone cables | Finloex/ Delton/ MTNL approved |
| 11. Decorative lights (spot lights/ picture lights wall) | Phillip / Wipro |
| 12. Fire detectors | Appolo Honry well |
| 13. Security system | Shellain / Radioncis sentrol |
| 14. ELCB/RCCB | EE/MDS/ Datar |
| 15. Telephone Tag-block | Krone |
| 16. NCCBS | L&T/EE/Crompton |
| 17. Air Circuit Breaker | L&T Siemens /EE |

18. Changeover Switches	Siemens / Blcon/ Kayee
19. Contractors	Siemens /L&T
20. Music speakers	Phillips/ Ahuja
21. Amplifiers	Phillips /Ahuja
22. Elec. Fittings & fixtures	Phillips /Crompton/Wipro
23. PL/ Spot Lights fittings	Phillips /K-lite/Wipro
24. Copper Cable (Conductor)	Polycab / CCI ISI Mark
25. Fluorescent Lights, PL Lights and Lamps etc.	Phillips/Crompton/Bajaj
26. MCB/ ELCB	MDS/ DATAR
27. Main switcher (sheet metal boxing)	L&T
28. Ceiling Fan	Crompton/ Usha, Bajaj, Orient
29. Wall fan	Usha /Almonard
30. Exhaust fan	Unique/Crompton/GEC
31. Gland Flange Type	BRACO
32. Casing Capping Patti	PRESTO PLAST