भारतीय रिज़र्व बैंक / Reserve Bank of India

संपदा विभाग / Estate Department

चंडीगढ़ / Chandigarh

Tender Notice

Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner's Thrift & Credit Society Ltd. Office

Reserve Bank of India, Chandigarh invites tender from eligible and willing firms for undertaking "*Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner's Thrift & Credit Society Ltd. Office*". The estimated cost of work is **₹4.38 Lakh** (including GST) only.

2. It is a limited tender. Only those firms which are empaneled with Estate Department, Reserve Bank of India, Chandigarh in **Civil interior and renovation work (Trade No. 3)** from **Category II to Category V** are eligible to take part in the tender process. The tender document is available on the Bank's website https://www.rbi.org.in for download from September 24, 2024.

3. Tender shall be submitted off-line in two parts. Part-I of the tender will contain the Bank's standard technical and commercial conditions for the proposed work, which must be agreed to, properly filled and signed by the tenderers along with their seal. Part-II of the tender will contain Bank's schedule of quantities and tenderer's price bid to be submitted separately in sealed cover to the Bank.

4. The firms fulfilling the eligibility criteria and desirous of being considered for award of the work should submit all the required documents mentioned in the tender document to Estate Department, 3rd floor, RBI Chandigarh on or before **October 15, 2024 till 11:00 AM.**

5. Part-I of the tender will be opened on **October 15, 2024 at 03:00 PM** at Estate Department, 3rd floor, RBI Chandigarh. The timeline of the tender is as follow:

A	Tender Name	Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner's Thrift & Credit Society Ltd. Office
B	Mode of Tender	Off-line limited Tender- Part I and Part II of the tender should be submitted separately in sealed envelope to Estate Department, 3rd Floor, RBI Chandigarh

C	Estimated cost	₹4.38 lakh (Rupees Four Lakh Thirty Eight Thousand Only) (Including GST)
D	Date of availability of Tender Document for download on the Bank's website	September 24, 2024 from 05:00 PM onwards.
E	Earnest Money Deposit	NIL
F	Date and Time of Pre-bid meeting	October 08, 2024 at 11:00 AM Place: Estate Department, 3rd floor, Reserve Bank of India, Central Vista, Sector-17, Chandigarh
G	Closing Date for submission of Techno-Commercial Bid & Price Bid	October 15, 2024 till 11:00 AM
H	a. Date & time of opening of Part I (Techno-Commercial Bid) b. Date of opening of Part II (Price Bid)	October 15, 2024 at 03:00 PM Part II will be opened on same day if no deviation is submitted by bidders. Otherwise, the Part II will be opened on any other date which will be communicated to the eligible bidders through email.
I	Transaction Fee	NIL

The Bank is not bound to accept the lowest tender and reserves the right to accept either in full or in part any tender. The Bank also reserves the right to reject all the tenders without assigning any reason thereof.

-SD-

Regional Director

Reserve Bank of India, Chandigarh

भारतीय रिज़र्व बैंक / **Reserve Bank of India**
सम्पदा विभाग / **Estate Department**
चंडीगढ़ / **Chandigarh**

भारतीय रिज़र्व बैंक, चंडीगढ़ की एनेक्स बिल्डिंग में आवासीय फ्लैट को रिज़र्व बैंक स्टाफ को-ऑपरेटिव शहरी वेतन अर्जक थ्रिफ्ट एंड क्रेडिट सोसाइटी लिमिटेड कार्यालय में परिवर्तित करने के लिए सिविल कार्य हेतु निविदा

Tender For

Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner's Thrift & Credit Society Ltd. Office

भाग-I (टेक्नो-कमर्शियल बोली)

Part-I (Techno-Commercial Bid)

बोली पूर्व बैठक का समय एवं स्थान	08 अक्तूबर 2024 पूर्वाह्न 11:00 बजे स्थान: संपदा विभाग, तृतीय तल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, सेंट्रल विस्टा, सेक्टर-17, चंडीगढ़
बोली प्रस्तुत करने की अंतिम तिथि:	15 अक्तूबर 2024 को पूर्वाह्न 11:00 बजे तक
निविदा का भाग I अर्थात तकनीकी-वाणिज्यिक बोली खोलने की तिथि:	15 अक्तूबर 2024 को अप्राह्न 03:00 बजे

Bidder/Contractor/Tenderer means those who are participating in the tendering process. Successful bidder/contractor/tenders mean who quote Lowest rates after evaluating thePart I and Part II of tender.

अस्वीकरण

DISCLAIMER

भारतीय रिज़र्व बैंक, सम्पदा विभाग, चंडीगढ़ ने इच्छुक पक्षों को कार्य की पृष्ठभूमि की जानकारी देने के लिए यह दस्तावेज़ तैयार किया है। जबकि भारतीय रिज़र्व बैंक ने इसमें निहित जानकारी को तैयार करने में उचित सावधानी बरती है और इसे सटीक मानते हैं, न तो भारतीय रिज़र्व बैंक और न ही इसके किसी भी प्राधिकरण या एजेंसियों और न ही उनके संबन्धित अधिकारियों, कर्मचारियों, एजेंटों या सलाहकारों में से कोई भी इस दस्तावेज़ में निहित जानकारी की पूर्णता या सटीकता के संबंध में कोई वारंटी या नुमाइंदगी, व्यक्त या निहित प्रदान करता है।

Reserve Bank of India, Estate Department, Chandigarh, has prepared this document to give background information on the work to the interested parties. While Reserve Bank of India has taken due care in the preparation of the information contained herein and believe it to be accurate, neither Reserve Bank of India nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

इस दस्तावेज़ का प्रयोजन सम्पूर्ण जानकारी प्रदान करने का नहीं है। इच्छुक पार्टियों से अपनी स्वयं की पूछताछ करना अपेक्षित है। इस निविदा के प्रत्यर्थी को अपनी स्वयं की पूछताछ करने की आवश्यकता है और उन्हें केवल खाली निविदा दस्तावेज़ों / फार्मों में निहित जानकारी पर भरोसा नहीं करना चाहिए। यदि उत्तरदाताओं द्वारा सम्यक उद्यम का पालन नहीं किया जाता है तो भारतीय रिज़र्व बैंक ज़िम्मेदार नहीं होगा।

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries. Respondents to this tender are required to make their own inquiries and they should not rely solely on the information contained in the blank tender documents / forms. The Reserve Bank of India is not responsible if no due diligence is performed by the Respondents.

यह जानकारी इस आधार पर प्रदान की जाती है कि यह भारतीय रिज़र्व बैंक या इसके किसी भी प्राधिकरण या एजेंसियों या उनके संबन्धित अधिकारियों, कर्मचारियों, एजेंटों या सलाहकारों पर बाध्यकारी नहीं है।

The information is provided on the basis that it is non-binding on Reserve Bank of India or any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

भारतीय रिज़र्व बैंक परियोजना के साथ आगे बढ़ने या परियोजना के विन्यास को बदलने, इस दस्तावेज़ में परिलक्षित समय सारिणी को बदलने या लागू होने वाली प्रक्रिया को बदलने का अधिकार सुरिक्षत रखता है। यह रूचि व्यक्त करने वाले किसी भी पक्ष के साथ मामले पर आगे चर्चा करने से इनकार करने का अधिकार भी सुरिक्षत रखता है। रूचि व्यक्त करने वाले व्यक्तियों या संस्थाओं को किसी भी प्रकार की लागत की प्रतिपूर्ति का भुगतान नहीं किया जाएगा।

Reserve Bank of India reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest. No reimbursement of cost of any type will be paid to persons or entities expressing interest.

Contents

भारतीय रिज़र्व बैंक / Reserve Bank of India
संपदा विभाग / Estate Department
चंडीगढ़ / Chandigarh

निविदा सूचना

भारतीय रिज़र्व बैंक, चंडीगढ़ की एनेक्स बिल्डिंग में आवासीय फ्लैट को रिज़र्व बैंक स्टाफ को-ऑपरेटिव शहरी वेतन अर्जक थ्रिफ्ट एंड क्रेडिट सोसाइटी लिमिटेड कार्यालय में परिवर्तित करने के लिए सिविल कार्य

भारतीय रिज़र्व बैंक, चंडीगढ़ की एनेक्स बिल्डिंग में आवासीय फ्लैट को रिज़र्व बैंक स्टाफ को-ऑपरेटिव शहरी वेतन अर्जक थ्रिफ्ट एंड क्रेडिट सोसाइटी लिमिटेड कार्यालय में परिवर्तित करने के लिए सिविल कार्य करने के कार्य के लिए भारतीय रिज़र्व बैंक, चंडीगढ़, पात्र और इच्छुक फर्मों से निविदाएं आमंत्रित करता है। कार्य की अनुमानित लागत ₹4.38 लाख मात्र (जी. एस. टी. सहित) है।

2. यह एक सीमित निविदा है। केवल वे फर्म जो संपदा विभाग, भारतीय रिज़र्व बैंक, चंडीगढ़ में **Civil interior and renovation work (Trade No. 3)** में **श्रेणी II से श्रेणी v** में सूचीबद्ध हैं, निविदा प्रक्रिया में भाग ले सकेंगी। निविदा दस्तावेज बैंक की वेबसाइट https://www.rbi.org.in पर दिनांक **24 सितम्बर 2024** से डाउनलोड के लिए उपलब्ध है।

3. यह निविदा ऑफ-लाईन माध्यम से दो भागों में प्रस्तुत की जाएगी। निविदा के भाग- I में प्रस्तावित कार्य के लिए बैंक की मानक तकनीकी और वाणिज्यिक शर्तें होंगी, जिसे निविदाकर्ताओं द्वारा अपनी मुहर के साथ सहमत, उचित रूप से भरा और हस्ताक्षरित किया जाना चाहिए। निविदा के भाग- II में बैंक की मात्राओं की अनुसूची निर्धारित की गयी है और निविदाकर्ता की मूल्य बोली अलग से सीलबंद लिफाफे में जमा की जाएगी।

4. पात्रता मानदंड को पूरा करने वाली फर्मों को कार्य के आवंटन के लिए विचार किए जाने हेतु **15 अक्तूबर 2024 को पूर्वाह्न 11:00** बजे तक या उससे पहले सभी आवश्यक दस्तावेजों को संपदा विभाग, तृतिय तल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, सेंट्रल विस्टा, सेक्टर-17, चंडीगढ़ में जमा किया जाना चाहिए।

5. निविदा के भाग-I को **15 अक्तूबर 2024 को अपराह्न 03:00** बजे संपदा विभाग, तृतिय तल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, सेंट्रल विस्टा, सेक्टर-17, चंडीगढ़ में खोला जायेगा। निविदा की समय-सारणी निम्न अनुसार है:

क	निविदा का नाम	भारतीय रिज़र्व बैंक, चंडीगढ़ की एनेक्स बिल्डिंग में आवासीय फ्लैट को रिज़र्व बैंक स्टाफ को-ऑपरेटिव शहरी वेतन अर्जक थ्रिफ्ट एंड क्रेडिट सोसाइटी लिमिटेड कार्यालय में परिवर्तित करने के लिए सिविल कार्य
ख	निविदा प्रणाली	ऑफ-लाईन सीमित निविदा – निविदा के भाग I और भाग II को अलग-अलग सीलबंद लिफाफे में संपदा विभाग, तृतिय तल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, सेंट्रल विस्टा, सेक्टर-17, चंडीगढ़ में प्रस्तुत किया जाना चाहिए।

ग	अनुमानित लागत	**₹4.38 लाख (रुपए चार लाख अड़तीस हजार मात्र)** (जी.एस.टी. सहित)
घ	निविदा दस्तावेज़ बैंक की वेबसाइट से डाउनलोड करने की प्रारम्भिक तिथि	24 सितम्बर 2024 को साँय 05:00 बजे से
ड़	बयाना राशि	कोई नहीं
च	बोली पूर्व बैठक का समय एवं स्थान	08 अक्तूबर 2024 को अप्राह्न 11:00 बजे स्थान: संपदा विभाग, तृतिय तल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, सेंट्रल विस्टा, सेक्टर-17, चंडीगढ़
छ	निविदा (तकनीकी-वाणिज्यिक बोली एवं मूल्य बोली) प्रस्तुत करने की अंतिम तारीख	15 अक्तूबर 2024 को पूर्वाह्न 11:00 बजे तक
झ	निविदा के भाग I अर्थात तकनीकी-वाणिज्यिक बोली को संपदा विभाग, तृतीय तल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, सेंट्रल विस्टा, सेक्टर-17, चंडीगढ़ में खोले जाने की तिथि एवं समय ii. भाग II - मूल्य बोली (खोलने की तिथि-अलग से सूचित की जाएगी)	15 अक्तूबर 2024 को अपराह्न 03:00 बजे यदि बोलीदाता द्वारा कोई विचलन प्रस्तुत नहीं किया जाएगा तो भाग II उसी दिन खोला जाएगा। अन्यथा भाग II किसी अन्य तिथि पर खोला जाएगा जिसकी सूचना बोलीदाताओं को ईमेल के माध्यम से दी जाएगी।
ञ	निविदा फीस	शून्य

बैंक न्यूनतम निविदा को स्वीकार करने के लिए बाध्य नहीं है और किसी भी निविदा में पूर्ण या आंशिक रूप से स्वीकार करने का अधिकार सुरक्षित रखता है। बैंक बिना किसी कारण बताए सभी निविदायों को अस्वीकार करने का अधिकार भी सुरक्षित रखता है।

कृते/-
क्षेत्रीय निदेशक
भारतीय रिज़र्व बैंक, चंडीगढ़

भारतीय रिज़र्व बैंक / Reserve Bank of India
संपदा विभाग / Estate Department
चंडीगढ़ / Chandigarh

Tender Notice

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3. Tender shall be submitted off-line in two parts. Part-I of the tender will contain the Bank's standard technical and commercial conditions for the proposed work, which must be agreed to, properly filled and signed by the tenderers along with their seal. Part-II of the tender will contain Bank's schedule of quantities and tenderer's price bid to be submitted separately in sealed cover to the Bank.

4. The firms fulfilling the eligibility criteria and desirous of being considered for award of the work should submit all the required documents mentioned in the tender document to Estate Department, 3rd floor, RBI Chandigarh on or before **October 15, 2024 till 11:00 AM**.

5. Part-I of the tender will be opened on **October 15, 2024 at 03:00 PM** at Estate Department, 3rd floor, RBI Chandigarh. The timeline of the tender is as follow:

A	Tender Name	Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner's Thrift & Credit Society Ltd. Office

B	Mode of Tender	Off-line limited Tender- Part I and Part II of the tender should be submitted separately in sealed envelope to Estate Department, 3rd Floor, RBI Chandigarh
C	Estimated cost	₹4.38 lakh (Rupees Four Lakh Thirty Eight Thousand Only) (Including GST)
D	Date of availability of Tender Document for download on the Bank's website	September 24, 2024 from 05:00 PM onwards.
E	Earnest Money Deposit	NIL
F	Date and Time of Pre-bid meeting	October 08, 2024 at 11:00 AM Place: Estate Department, 3rd floor, Reserve Bank of India, Central Vista, Sector-17, Chandigarh
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I	Transaction Fee	NIL

The Bank is not bound to accept the lowest tender and reserves the right to accept either in full or in part any tender. The Bank also reserves the right to reject all the tenders without assigning any reason thereof.

-SD-

Regional Director

Reserve Bank of India, Chandigarh

SECTION - A

TENDER FORWARDING LETTER

To,

Dear Sir,

Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner's Thrift & Credit Society Ltd. Office

1. Reserve Bank of India, Chandigarh (The Bank) hereby, invites you to tender for the above mentioned work.

2. The tender forms can be obtained by the Bank's empanelled contractors enlisted in the trade of civil work and who have been intimated for collection of tenders from Estate Department, Reserve Bank of India, Chandigarh at the free of cost and your tender duly filled in, signed and sealed, should be addressed to **The Regional Director, Reserve Bank of India, Central Vista, Sector 17, Chandigarh- 160017** with name so as to reach to Regional Director not later than **11:00 Hrs. on 15/10/2024.**

3. The Bank discourages the stipulation of any additional conditions by the tenderer. However, in case the tenderer wishes to include any condition/ clarification/ covering letter while tendering for the work, he will have to submit the same in a separate sealed cover. The tender forms duly filled in as such without any enclosure shall have to be submitted in another sealed cover clearly indicating thereon as to which cover contains the tender and which contains the forwarding letters/ clarifications/ conditions. The cover containing the tender will be opened on **15/10/2024 at 15:00 Hrs.** the scheduled date of opening of the tenders, in the presence of tenderers or their authorized representatives.

4. Please note that this letter will form part of the contract document and that the contents of this letter shall be supplemental to the conditions in the tender and not in derogation thereof except to the extent specifically provided herein.

Yours faithfully,

Regional Director

SECTION - B

General instructions to Bidders

Reserve Bank of India, Chandigarh (the Bank) invites sealed Bids from Bank's empanelled contractors for **'Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner's Thrift & Credit Society Ltd. Office. The estimated cost of work is Rs.4.38 lakh (Including GST) and time allowed for completion of work is 30 days.**

1.Tender Document:

i. Tender shall consist of this document having schedule of quantities issued by Reserve Bank of India, Chandigarh for the purpose.
ii. Bidders are advised to study tender documents thoroughly. Submission of Bid shall be deemed to have been done after careful study and examination of the tender documents with full understanding of its implications.
iii. Tenderers are advised to use only the forms (tender books) issued by the Bank. Each page of the forms shall be duly signed and returned.
iv. At any time prior to the deadline for the submission of Bids, the Bank may, for any reason, whether at its own initiative or in response to a clarification or query raised by a prospective Bidder, modify the tender by an amendment.

2. The said amendment in the form of the addendum/ corrigendum will be sent to all prospective Bidders to whom, the tender has been sent on or before the last date. This communication will be in writing by mail or fax and the same shall be binding on the Bidders. Prospective Bidders should promptly acknowledge receipt of the addendum/ corrigendum by fax or mail/courier to the Bank. The addendum (s) issued will form part of the tender documents.

3. In order to afford prospective Bidders reasonable time for preparing their Bids after taking into account such amendments, the Bank may, at its discretion, extend the deadline for the submission of Bids.

4. Preparation of Bid:

i. Tender in prescribed form shall be submitted in single sealed cover.
ii. The tender documents must be filled in English and all entries must be made by hand and written in ink. If any of the documents is missing or unsigned, the tender may be considered invalid by the Bank at its discretion.

5. Currency of Bid: Bid prices shall be quoted in Indian Rupees only. These prices should include all costs associated with the work including any out of pocket / mobilization expenses, charges, levies, cess, insurance, transportation, entry taxes, Labour, other Govt. Taxes, Goods & Services Tax (**GST**) etc.

6. Any correction in the amount should be authenticated by the Bidder.

7. The price should be quoted strictly in line with the price schedule leaving no column blank whatsoever to avoid any ambiguity.

8. The Bidder should ensure that all columns of the price schedule may be duly filled and no column is left blank. After opening of the price Bid, no clarifications whatsoever shall be entertained by the Bank.

9. If any columns of the price schedule are found blank then the tender of the respective Bidders shall be treated as non-responsive, and will be summarily rejected by the Bank.

10. It will be imperative on each Bidder to visit the site before submitting the bid and fully acquaint himself with all the local conditions and factors, which would have any effect on the performance of the contract and cost of the items. No request for the change of price shall be entertained, on account of any local condition or factor once the offer of the Bank is accepted by the Bidder. Bids shall remain valid for acceptance by the Bank for the period of **30 days** from the date of opening.

11. Procedure for Submission of Bids:
The tender will be received in a Single Cover System and addressed to **The Regional Director, Reserve Bank of India, Estate Department, Sector 17, Chandigarh – 160017** with name of the tender clearly superscripted on the envelope. The Bank will receive the sealed tenders, in the manner described above, up to **11:00 hours on 15/10/2024**.The tenders will be opened at **15:00 hours on 15/10/2024** in the presence of the authorized representative of the tenderers who choose to be present.

12. No conditional/ optional quote shall be accepted. Bidders shall not be permitted to alter or modify their Bids after receipt of Bids.

13. Receipt of Bids:
The sealed Bids will be accepted till the schedule time and date. Alternatively, the Bids may be sent by Registered Post/Speed Post/ Courier addressed to the **Regional Director, Reserve Bank of India, Sector 17, Chandigarh- 160017** so as to reach before the scheduled last day and time. The Bids received thereafter shall not be entertained.

14. Opening of Bid:

The sealed bids/quotations will be opened on the scheduled time and date at **Reserve Bank of India, Estate Department, Chandigarh- 160017.** The Bidders or their authorized representatives may be present, if they so desire.

15. The Bank has Right to vary quantities at the time of placement of Work Order/signing of Contract or split the order among the selected Bidders.

16. The Bank reserves the right to accept any Bid and to reject any or all Bids: Notwithstanding anything mentioned above, the Bank reserves the right to accept or reject any Bid at any time prior to award of Contract without thereby incurring any liability to the affected Bidder or Bidders. The Bank may not assign any reason for rejection of any or all Bids.

17. Disputes: All disputes arising shall be subjected to the jurisdiction of the appropriate court as indicated and will be governed by the relevant statutory provisions in force in India.

18. Insurance: The successful bidder shall take 'All Risk Policy' for the contract value and workmen compensation policy for the workers engaged in the work. The firm shall indemnify the CAB of any loss or damage that occurs to persons or building or third party while executing the work. Third party liability in firms all risk policy shall be minimum Rs. 2.00 lakh per person for any one accident or occurrence and 5.00 lakh in respect of damage to property for any one accident or occurrence.

19. Right to Accept Part Tender: The Bank reserves the right to accept the tender either in whole or in part.

20. Security Deposit: RMD at 5% of the bill amount will be deducted and will be released after completion of defect liability period of 1 year. This deposit will not carry any interest.

Place: (Signature of the Bidder with seal)

Date:

SECTION - C

Special Condition of the contract

1. If, in the price structure quoted by a tenderer, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless the Bank feels that the tenderer has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.
2. If there is an error in a total price, which has been worked out through addition and / or subtraction of subtotals, the subtotals shall prevail and the total corrected; and
3. If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail, subject to sub clauses 'b' and 'c' above.
4. In case for any item rate is not filled / found blank, the Bank shall take highest quoted rates among the Bidders for evaluation for such item rate. However, lowest quoted rate shall be payable to Bidder for such item, in case the Bidder is declared as lowest Bidder.
5. If there is any arithmetical error in totalling of individual items, the correct total shall be computed by the Bank and the same shall prevail.

6. **Non-disclosure**: The Firm shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure / systems/ equipment etc., which may come to the possession or knowledge of the Firm during the course of discharging contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Firm shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under the contract or to comply with applicable laws. The Firm shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Bank. The Firm shall indemnify the Bank for any loss suffered by it as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Firm and the Bank shall be entitled to claim damages and pursue legal remedies. The Firm shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. The Firm's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason.

7. **Force Majeure:** The Bidder shall not be liable for forfeiture of its EMD/ liquidated damages or termination for default, if the delay in performance or other failure to perform its obligations under the contract is a result of an event of Force Majeure. For purposes of the clause, "Force Majeure" means an event beyond the control of the Bidder and not involving the Bidder's fault or negligence and not foreseeable. Such events may include wars or revolutions, fires, floods, epidemics, quarantine restrictions, freight embargoes etc. The Bank will decide whether delay or failure on the part of the Bidder was the result of an event beyond his control or not. The decision of the Bank in this regard should be final and binding on the supplier and will not be open to question before any court / forum in any proceedings.

8. **Termination for Default**:

(i) The Bank may without prejudice to any other remedy for breach of Contract, by Seven Days (07) days written notice of default sent to the Bidder and upon the Bidder's failure and neglect to propose and/or execute any corrective action to set right the default, terminate this Contract in whole or in part:

(ii) If the Bidder fails to deliver any or all of the items of work as specified in the Tender document within the time period(s) specified in the Contract;

or

(iii) If the Bidder fails to perform any other obligation(s) under the Contract.

9. On termination of the Contract for default, action will be taken to blacklist the Bidder.

10. The Bank has right to go to court of law in case of breach of the terms and conditions as specified in the tender document.

11. **Termination for Insolvency:** The Bank may at any time terminate the Contract by giving written notice to the Bidder, without compensation to the Bidder, if the Bidder becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which the Bank is or will be entitled to take or seek.

12. **Liquidated damages for delayed completion:** Time allowed for carrying out the work is **30 days** which shall be strictly observed by the Bidder and it shall be reckoned from the tenth day of written order to commence the work is issued. The work shall throughout the stipulated period of the contract be proceeded with all due diligence and if the Bidder fails to complete the work within the specified period he shall be liable to pay compensation at the rate of 0.25 % of the accepted contract value per week subject to a maximum amount of 10% of the contract amount. The Bidder shall before

commencing work prepare a detailed work programme, which shall be approved by the Bank's Engineer.

13. **Goods and Service Tax (GST):** The rates shall be inclusive of GST. GST should be added to the rate taking into consideration the amount which the service provider needs to pay to the Govt. of India/State Govt. for providing the services to the Service Recipient in the BOQ. Refer to the notifications issued by the Govt. of India in this regard from time to time.

14. **Clause of Prevention of Sexual Harassment at Work place:**

a) The firm shall be solely responsible in case of any compliant of sexual harassment against its employee within the premises of the Bank, the complaint will be filed before the Regional Committee constituted by the Reserve Bank of India and Bank shall ensure appropriate action under the said Act in respect of the complaint.

b) Any complaint of sexual harassment from any aggrieved employee of the firm against any employee of the Bank, shall be taken cognizance of by the Regional Complaint Committee constituted by the Bank.

c) The firm shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employees of the firm, for instance any monetary relief to Bank's employees, if sexual violence by the employee of the firm is proved.

d) The firm shall be responsible for educating its employees about prevention of sexual harassment at work place and related issues.

e) The firm shall provide a complete and updated list of its employees who are deployed within the Bank's premises.

15. Adherence to Safety Code:

The successful Bidder will have to adhere to the safety code as detailed below:

a). First-aid appliances/kits with, among other adequate supply of sterilized dressings and cotton wool, shall be maintained in a readily accessible place.

b). The injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.

c). Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from ground.

d). No portable single ladder shall be over 8 meters in length, the width between the side rails not less than 30 cm (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used, an extra labour shall be engaged for holding the ladder.

e). Suitable face masks, hand gloves and boot should be supplied for use by the workers

I/We hereby declare that I/We have read and understood all the above instructions/conditions and the same will remain binding upon me/us in case the above mentioned Contract is entrusted to me/us. I/we also note that this letter will form part of the contract document and that the contents of this letter shall be supplemental to the conditions in the tender and not in derogation thereof except to the extent specifically provided herein.

Place: Signature of the Bidder with seal

Date:

SECTION - D

SAFETY CODE

1. First aid appliances including adequate supply of sterilized dressing and cotton wool shall be kept in a readily accessible place at site.
2. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
3. Suitable and strong double scaffolds should be provided for workmen for all works that cannot safely be done from the ground/floor.
4. No portable single ladder shall be over 8 meters in length. The width between the side rails shall not be less than 30 cm. (Clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding ladder.
5. All workmen shall be provided with safety helmets and safety belts. No worker will be allowed to climb the scaffolding without provision of helmet and safety belt.
6. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.
7. No floor, roof or other part of the structure shall be so overloaded with debris or materials as to render it unsafe.
8. Hoisting machines and tackle used in the works, including their attachments, anchorage and supports shall be in perfect condition.
9. The ropes used in hoisting or lowering material or as a means of suspension shall be of durable quality and adequate strength and free from defects.
10. Necessary nylon or jute net shall be provided wherever repair works to plaster/ RCC is to be carried out to prevent of falling of plaster/ concrete lumps.
11. At the building entrances, proper and safe opening shall be made using wooden/ steel planks and of required size for safe entry to the staff.

Place:

Signature of the Bidder:

Date: Address:

SECTION - E

FIRE SAFETY CODE

i. Cutting / drilling machine and other electrically operated equipment used at site shall be plugged into correctly rated electrical outlets.
ii. Only ISI marked 3-pin plug and other appliances and equipment shall be used. Electrical power cables/wires used shall not have any joints and shall be properly rated.
iii. All electrical appliances i.e. welding, drilling, cutting machine etc. shall be safely and securely earthed to prevent leakage current while in operation.
iv. Before commencing the welding work for the first time on any day, the Engineers shall be informed and only after the site inspection by them, work shall be started.
v. Two buckets of water and sand shall be kept in an easily accessible area on the site.
vi. Fire extinguishers recommended shall be kept on the site. viii. Used paint drums shall be stored in specified store only after closing them properly.
vii. Personal protective equipment such as safety shoes, hand gloves, mask, ear plug etc. depending upon the requirement of the work shall be provided by the contractor to the workmen to prevent occupational health hazards.
viii. The safety belt shall be provided by the contractor and used by the workmen while working from height for more than 10 feet from Ground level.
ix. None of the passages near staircases shall be used for stacking / dumping any kind of materials/waste.
x. None of the fire extinguishers shall be removed/shifted from its designated location.
xi. Power supply shall be switched off from the mains when equipment is not in use.
xii. Any debris/ junks generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.

Place:

Signature of the Bidder:

Date: Address:

SECTION - F

APPENDIX

Estimated cost	: Rs. 4.38 lakh (Including GST)
Earnest Money Deposit	: Nil
Defects Liability Period	: 12 (Twelve) months.
Period of final measurement	: 3 months.
Date of commencement	: 10th day from the date of issue of work order
Date of completion	: 30 days from the 10th day of issue of work order
Liquidated damages	: 0.25 % of the accepted contract value per week subject to a maximum amount of 10% of the contract amount.
Value of work for interim certificate	: Nil.
Retention Money percentage	: 5% (will be released after completion of defect liability period of 12 months)

Place: **Signature of the Bidder with Seal**

Date:

SECTION – G Draft Articles of Agreement

(On the ₹100/- Non-Judicial stamp paper)

(करारनामा का प्रारूप / Draft Articles of Agreement)

(₹100/- स्टाम्प पेपर पर) / (On ₹100/- Stamp Paper)

(केवल सफल बोलीकर्ता हेतु) / (Only for successful bidder)

यह करार वर्ष ______ के माह__________ के _____ वें दिन एक पक्ष के तौर पर क्षेत्रीय निदेशक, संपदा विभाग, भारतीय रिज़र्व बैंक, चंडीगढ़- 160017 (जिसे इसके बाद "नियोक्ता" कहा गया है) और दूसरे पक्ष _______________ (जिन्हें इसके बाद "संविदाकर्ता" कहा गया है) के बीच निष्पादित किया गया।

ARTICLES OF AGREEMENT made the _____________ day of __________________between the Reserve Bank of India, Regional Director, Reserve Bank of India, Estate Department, Chandigarh – 160017, (hereinafter called "the Employer") of the one part and_______________________________(hereinafter called "the Contractor") of the other part.

जबकि नियोक्ता "**भारतीय रिज़र्व बैंक, चंडीगढ़ की एनेक्स बिल्डिंग में आवासीय फ्लैट को रिज़र्व बैंक स्टाफ को-ऑपरेटिव शहरी वेतन अर्जक थ्रिफ्ट एंड क्रेडिट सोसाइटी लिमिटेड कार्यालय में परिवर्तित करने के लिए सिविल कार्य**" का कार्य कराने का इच्छुक है और विनिर्देश तैयार किए हैं जिसमें किए जाने वाले कार्यों का उल्लेख है।

WHEREAS the Employer is desirous of carrying out the work of "**Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner's Thrift & Credit Society Ltd. Office.**" and has caused specifications describing the works to be done.
AND WHEREAS the said specifications, the Schedule of Quantities, if any, have been signed by or on behalf of the parties hereto.

और उक्त विशिष्टताओं के अनुसार, मात्रा यदि कोई हो तो की अनुसूची पर या पार्टियों की ओर से हस्ताक्षर किए गए हैं।

AND WHEREAS the Contractor has agreed to execute upon the subject to the Conditions set forth herein and to the Conditions set forth in the Special Conditions and in the Schedule of Quantities and Conditions of Contract (all of which are collectively hereinafter referred to as "the said Conditions") the works described in the said specification and included in the Schedule of Quantities at the respective rates therein set forth amounting to the sum as therein arrived at or such other sum as shall become payable thereunder (hereinafter referred to as 'the said Contract Amount')

और यतः ठेकेदार ने इसके आगे उल्लिखित शर्तों तथा परिणाम की अनुसूची तथा ठेके की शर्तें (जिन्हे) इसके आगे सामग्री रुप से "उक्त शर्तें" कहा गया है) के अधीन उक्त आरेखनों में दर्शाये गए और/या उक्त विनिर्देशों में में वर्णित तथा परिणाम की अनुसूची में सम्मिलित निर्माण कार्य को उनमे निर्दिष्ट दरों के अनुसार हिसाब लगाई गयी कुल राशि पर या ऐसी अन्य राशि पर , जो उनके अधीन देय हो (जिसे इसके आगे "उक्त ठेके की राशि" कहा गया है) निष्पादित करना स्वीकार किया है।

NOW IT IS HEREBY AGREED AS FOLLOWS: अब इस बात पर निम्न तरह से सहमति है:	
1	उक्त शर्तों में निर्दिष्ट अवधियों में और प्रणाली से देय ठेके की राशि के बदले ठेकेदार उक्त शर्तों पर तथा उनके अधीन और उक्त आरेखनों में दर्शित तथा उक्त विनिर्देशों एवं परिमाणों की अनुसूची में उल्लिखित निर्माण कार्य निष्पादित करेगा और पूरा करेगा। In consideration of said Contract Amount to be paid at the times and in the manner set forth in the said conditions, the Contractor shall upon and subject to the said Conditions execute and complete the work described in the said Specifications and the Schedule of Quantities.
2	बैंक ठेकेदार को उक्त शर्तों में निर्दिष्ट अवधियों में तथा उनमे निर्दिष्ट प्रणाली से उक्त ठेके की राशि या ऐसी कोई अन्य राशि, जो देय हो जाए अदा करेगा। The Bank shall pay the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the manner specified in the said conditions.
3	उक्त शर्तों को और उनके परिशिष्ट को इस करार के भाग के साथ पढ़ा जाएगा तथा इस करार से संबन्धित पक्ष उक्त शर्तों का क्रपशः पालन करेंगें, अपने-आपको उनके अधीन मानेगें तथा उसमे उल्लिखित शर्तों के अधीन अपनी और से करार का निष्पादन करेंगे। The said Conditions and Appendix thereto shall be read and construed as forming part of this agreement and the parties hereto shall respectively abide by, submit themselves to the said Conditions and perform the agreements on their part respectively in the said Conditions contained.
4	इसमें उल्लिखित करार और प्रलेख इस संविदा के आधार माने जायेंगे।

	The agreement and documents mentioned herein shall form the basis of this Contract.
5	यह संविदा न तो निर्धारित एकमुश्त राशि की संविदा है और न ही फूटकर कार्य की संविदा,परंतु यह सम्पूर्ण "**भारतीय रिज़र्व बैंक, चंडीगढ़ की एनेक्स बिल्डिंग में आवासीय फ्लैट को रिज़र्व बैंक स्टाफ को-ऑपरेटिव शहरी वेतन अर्जक थ्रिफ्ट एंड क्रेडिट सोसाइटी लिमिटेड कार्यालय में परिवर्तित करने के लिए सिविल कार्य"** के संबंध में कार्य को पूरा करने की संविदा है जिसके लिए दरों की अनुसूची तथा संभाव्य परिमाणों में उल्लिखित दरों पर या उक्त शर्तों में निर्दिष्ट दरों पर वस्तुतः हिसाब लगायी गयी मात्राओं के अनुसार अदायगी की जाएगी। This Contract is neither a fixed/ Lump sum Contract nor a Piece work Contract but is a Contract to carry out the **"Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner's Thrift & Credit Society Ltd. Office."** to be paid for according to actual measured quantities at the rates contained in the Schedule of Rates and Probable quantities or as provided in the said Conditions.
6	बैंक इस अनुबंध पर प्रतिकूल प्रभाव डाले बिना, बैंक इस अनुबंध में बिना किसी पूर्वाग्रह के किए जानेवाले कार्य मे किसी भी मद को जोड़ने या हटाने और कार्य की प्रकृति को बदलने का अधिकार रखता है। The Bank reserves to itself the right to alter the nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
7	समय को इस संविदा का सबसे महत्वपूर्ण कारक माना जाएगा और ठेकेदार काम शुरू करने के लिए लिखित आदेश की तारीख से या साइट सौंपने की तारीख से, जो भी बाद में हो, 10 दिनों के भीतर काम शुरू करने के लिए सहमत है जैसा कि उक्त शर्तों में प्रावधान किया गया है, तथा 30 दिनों के भीतर कार्य पूरा करना होगा और ठेकेदार को निर्धारित समय के भीतर काम पूरा करना होगा, फिर भी समय विस्तार के प्रावधान के अधीन। Time shall be considered as the essence of this Contract and the contractor hereby agrees to commence the work within the 10 days from the date of written order to commence the work or from the date of handing over the site whichever is later as provided for in the said conditions and to complete within 30 days and contractor has to complete the entire work within specified time subject nevertheless to the provision for extension of time.
8	इस अनुबंध के तहत बैंक द्वारा सभी भुगतान केवल चंडीगढ़ में किए जाएंगे।

	All payments by the Bank under this Contract will be made only at Chandigarh.
9	इस समझौते से जुड़े या किसी भी तरह से उत्पन्न होने वाले सभी विवादों को चंडीगढ़ में उत्पन्न माना जाएगा और इनका निपटान केवल चंडीगढ़ में न्यायालयों के ही अधिकार क्षेत्र मे होगा। All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Chandigarh and only Courts in Chandigarh shall have jurisdiction to determine the same.
10	इस संविदा के विभिन्न अंशों को ठेकेदार ने पढ़ लिया है तथा उन्हे पूर्ण रूप से समझ लिया है। That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.
11	**गैर-प्रकटीकरण खंड**: ठेकेदार, बैंक के बुनियादी ढांचे/प्रणालियों/उपकरणों आदि की प्रत्यक्ष या अप्रत्यक्ष रूप से किसी भी जानकारी, सामग्री और विवरण का किसी तीसरे पक्ष को खुलासा नहीं करेगा, जो इस समझौते के संबंध में अपने संविदात्मक दायित्वों के निर्वहन के दौरान ठेकेदार के कब्जे या ज्ञान के पास आ सकता है, और हर समय इस पर विश्वास रखेगा। ठेकेदार सिवाय इसके तहत दायित्वों को पूरा करने या लागू कानूनों का पालन करने के लिए आवश्यक सीमा के अलावा अनुबंध के विवरण को वैयक्क और गोपनीय मानेगा। ठेकेदार नियोक्ता की पिछली लिखित सहमति के बिना किसी भी व्यापार या तकनीकी पत्र या अन्य जगहों पर कार्यों के किसी भी विवरण का खुलासा, प्रकाशित होने की अनुमति नहीं देगा। ठेकेदार किसी भी गोपनीय जानकारी के प्रकटीकरण के परिणामस्वरूप नियोक्ता को होने वाले किसी भी नुकसान के लिए नियोक्ता को क्षतिपूर्ति करेगा। उपर्युक्त का पालन करने में विफलता को ठेकेदार की ओर से अनुबंध का उल्लंघन माना जाएगा और नियोक्ता नुकसान का दावा करने और कानूनी उपचारों को आगे बढ़ाने का हकदार होगा। ठेकेदार अपने कर्मचारियों के मध्य सभी उचित कार्रवाई करेगा ताकि यह सुनिश्चित किया जा सके कि इस समझौते के तहत गोपनीय सूचनाओं का प्रकटीकरण न करने के दायित्व पूरी तरह से संतुष्ट हों । गैर-प्रकटीकरण और गोपनीयता के संबंध में ठेकेदार के दायित्व किसी भी कारण से इस समझौते की समाप्ति या इस समझौते के टरमिनेशन के बाद भी बने रहेंगे। **Non-Disclosure clause**: The Contractor shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure/systems/equipment etc., which may come to the possession or knowledge of the Contractor during the course of discharging its contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to comply with applicable laws. The Contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Employer. The

	Contractor shall indemnify the Employer for any loss suffered by the Employer as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Contractor and the Employer shall be entitled to claim damages and pursue legal remedies. The Contractor shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. The Contractor's obligations with respect to non-disclosure and confidentiality will survive even after the expiry or termination of this agreement for whatever reason.
12	**यौन उत्पीड़न की रोकथाम संबंधी उपबंध / Prevention of Sexual harassment clause** ठेकेदार / एजेंसी कार्य स्थल (रोकथाम, निषेध और निवारण) अधिनियम 2013 में महिलाओं के यौन उत्पीड़न के प्रावधान के पूर्ण अनुपालन के लिए पूरी तरह जिम्मेदार होगी। बैंक के परिसर के भीतर अपने कर्मचारी के खिलाफ यौन उत्पीड़न की किसी भी शिकायत के मामले में ठेकेदार / एजेंसी द्वारा गठित आंतरिक शिकायत समिति के समक्ष शिकायत दर्ज की जाएगी और ठेकेदार/एजेंसी शिकायत के संबंध में उक्त अधिनियम के तहत उचित कार्रवाई सुनिश्चित करेगी। बैंक के किसी भी कर्मचारी के खिलाफ ठेकेदार के किसी भी गंभीर कर्मचारी से यौन उत्पीड़न की किसी भी शिकायत का बैंक द्वारा गठित क्षेत्रीय शिकायत समिति द्वारा संज्ञान लिया जाएगा। यदि ठेकेदार के कर्मचारी द्वारा यौन हिंसा साबित हो जाती है, तो ठेकेदार किसी भी मौद्रिक मुआवजे के लिए जिम्मेदार होगा, जिसे घटना में कर्मचारी शामिल होने की स्थिति में भुगतान करने की आवश्यकता हो सकती है। ठेकेदार अपने कर्मचारी को कार्यस्थल पर यौन उत्पीड़न की रोकथाम और संबंधित मुद्दे के बारे में शिक्षित करने के लिए जिम्मेदार होगा। The contractor / Agency shall be solely responsible for full compliance with the provision of "the sexual Harassment of women at workplace (Prevention, Prohibition and Redressal) Act 2013". In case of any complaint of sexual harassment against its employee within the premises of Bank, complaint will be filed before the Internal complaint committee constituted by the Contractor / Agency and the Contractor / Agency shall ensure appropriate action under the said Act in respect to the complaint. Any complaint of sexual harassment from any aggravated employee of the contractor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank. The Contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employee, if sexual violence by the employee of the contractor is proved. The contractor shall be responsible for educating its employee about prevention of sexual harassment at workplace and related issue.
13	संविदाकार निम्न के संबंध में भारतीय रिजर्व बैंक के पक्ष में बीमा करवाएगा/संबन्धित दस्तावेज़ जमा करेगा और उसे लागू रखेगा:

	i) कार्य के निष्पादन से व्यक्ति या संपत्ति को हुये नुकसान से / दौरान होने वाली तीसरी पार्टी के नुकसान / उत्पन्न कोई भी दावा; ii) कार्य के निष्पादन के दौरान संविदाकार द्वारा नियोजित श्रमिकों को होने वाली हानि/क्षति से उत्पन्न होने वाला कोई भी दावा। iii) लागू पीएफ/श्रम कानूनों, ईएसआई, विनियमों आदि के गैर-अनुपालन के कारण कोई भी दावा। The Contractor shall indemnify and keep indemnified the RESERVE BANK OF INDIA against: i) Any claim arising out of third party loss/ damage to life or property caused by/during execution of the work. ii) Any claim arising out of loss/ damage to the workmen engaged by the contractor during execution of the work. iii) Any claim due to non-compliance of applicable PF/ Labour laws, ESI, regulations etc.
14	संविदाकार को कार्य शुरू करने से पहले पहली पार्टी के रूप में भारतीय रिज़र्व बैंक के नाम पर सभी आवश्यक बीमा कवर अर्थात संविदाकार की सम्पूर्ण जोखिम पॉलिसी, श्रमिक क्षतिपूर्ति पॉलिसी, तृतीय पक्ष देयता आदि, जो भी लागू हो) लेना होगा। The contractor shall take necessary insurance covers (i.e. Contractor All Risk Policy, Workmen Compensation Policy, Third Party Liability etc as applicable) with Reserve Bank of India as the first name, at their cost, before commencement of the work.
15	**अनुबंध की समाप्ति / Termination of Contract:** यहां ऊपर दी गई बातों पर प्रतिकूल प्रभाव डाले बिना, बैंक अपने एकमात्र और पूर्ण विवेक पर, बिना कोई कारण बताए और बिना किसी मुआवजे के भुगतान के इस समझौते को तुरंत समाप्त करने का हकदार होगा, यदि बैंक की राय में (जिसे नहीं बुलाया जाएगा) ठेकेदार द्वारा प्रश्न और ठेकेदार पर बाध्यकारी होगा) :- Without prejudice to what is contained hereinabove, the Bank shall at its sole and absolute discretion, be entitled to terminate this agreement forthwith without assigning any reason and without payment of any compensation, if in the opinion of the bank (which shall not be called into question by the contractor and shall be binding on the contractor) :-

	(i) संविदाकर्ता बैंक की संतुष्टि के अनुसार इस समझौते को लागू करने में विफल रहता है या मना कर देता है। यदि ठेकेदार निविदा शर्तों के अनुसार फ्लैट/फ्लैट में सेवा देने से बचता रहता है या काम नहीं करता है। The contractor fails or refuses to implement this agreement to the Bank's satisfaction. If the contractor keeps on avoiding or non-performing the service in flats/flat as per the tender conditions. **and/or** ii. यदि संविदाकर्ता का व्यक्ति/कर्मचारी किसी कदाचार में पाया जाता है जैसे कि निवासी के हस्ताक्षर की जालसाजी, ड्यूटी के दौरान शराब पीना। If contractor's person/workers found in any malpractice such as forgery of resident signature, drinking of alcohol while in duty. **and/or** iii संविदाकर्ता इस अनुबंध के किसी भी नियम और शर्तों का उल्लंघन करता है। The contractor commits a breach of any terms and conditions of this agreement. **and/or** iv. संविदाकर्ता को दिवालिया घोषित कर दिया गया है या उसके द्वारा अपने लेनदारों के साथ समझौता किया गया है या यदि संकट या निष्पादन या अन्य प्रक्रिया पर लगाया गया है या ठेकेदार की संपत्ति या संपत्ति के किसी हिस्से का रिसीवर नियुक्त किया गया है। The contractor is adjudged an insolvent or a compromise is entered by him with his creditors or if distress or execution or other process is levied upon or receiver is appointed of any part of the assets or property of contractor. **and/or** v. किसी भी कारण से, संविदाकर्ता इस समझौते के तहत अपने दायित्वों को पूरा करने के लिए कानूनन अयोग्य हो जाता है। For any reason whatsoever, the contractor becomes disentitled in law to perform his obligations under this agreement. **and/or** vi. संविदाकर्ता या उसके व्यवसाय के स्वामित्व/साझेदारी या प्रबंधन में इस तरह के बदलाव के लिए बैंक की लिखित पूर्व अनुमति के बिना कोई भिन्नता है। There is any variation in the ownership/partnership or management of the contractor or his business without the prior approval in writing of the Bank to such variation.

16	**न्यूनतम वेतन अधिनियम, 1948, वेतन भुगतान अधिनियम, 1936, अनुबंध श्रम (विनियमन और उन्मूलन) अधिनियम, 1970 आदि:** **Minimum Wages Act, 1948, Payment of Wages Act, 1936, Contract Labour (Regulation and Abolition) Act, 1970 etc.:** ठेकेदार को अपने कर्मियों को न्यूनतम वेतन अधिनियम के तहत निर्धारित प्रचलित दर पर न्यूनतम वेतन का भुगतान करना चाहिए। मुख्य श्रम आयुक्त (केंद्रीय) इस शर्त का किसी भी उल्लंघन पर अनुबंध समाप्त करने के लिए उत्तरदायी होंगे और तदनुसार कार्रवाई की जाएगी। इसके अलावा, मौजूदा नियमों के अनुसार ठेकेदार द्वारा हर महीने प्रति व्यक्ति ESI और PF का भुगतान किया जाना चाहिए और भुगतान किए गए नकद चालान की प्रतियां हर महीने बैंक में जमा की जानी चाहिए। The Contractor should pay to their personnel a minimum wage at the prevailing rate as fixed under Minimum Wages Act. The Chief Labour Commissioner (Central) any breach of this condition will be liable for termination of the contract and the same would be dealt with accordingly. Besides, ESI and PF per head at the current rate should be paid by the contractor every month as per the existing rules and copies of paid cash challans should be submitted every month to the Bank. इन भुगतानों को करने के लिए लिखित रूप में आवश्यक रिकॉर्ड और कर्मचारियों की वेतन पर्चियां इसके सत्यापन के लिए मासिक अंतराल पर बैंक को प्रस्तुत की जाएंगी। ये रिकॉर्ड बैंक के अधिकारियों की उपस्थिति में ठेकेदार के कर्मचारियों द्वारा विधिवत हस्ताक्षरित/प्रमाणित किए जाएंगे। Necessary records in writing for having made these payments and wage slips of employees will be submitted to the Bank at monthly intervals, for its verification. These records will be duly signed/attested by the employees of the contractor in the presence of Bank's Officials. ठेकेदार कर्मियों को उनके लिए लागू अवकाश वेतन, बोनस, ग्रेच्युटी आदि सहित मासिक वेतन के भुगतान के लिए जिम्मेदार है। The contractor is responsible for payment of monthly salary including leave salary, bonus, gratuity etc., to the personnel as applicable to them. ठेकेदार को यह सुनिश्चित करना चाहिए कि वेतन के विलंबित भुगतान पर कर्मियों की ओर से किसी भी शिकायत की कोई गुंजाइश न हो। ठेकेदार द्वारा नियुक्त कर्मचारी केवल ठेकेदार के रोजगार में होंगे, भारतीय रिज़र्व बैंक के नहीं। ठेकेदार कर्मचारी भविष्य निधि और विविध प्रावधान अधिनियम,

	1952 और कर्मचारी राज्य बीमा अधिनियम, 1948 के प्रावधानों के अनुसार भविष्य निधि और कर्मचारी राज्य बीमा निधि के संबंध में नियोक्ता के योगदान का भुगतान करेगा। The contractor should ensure that there is no scope for any grievance from the personnel on delayed payment of wages. The employees engaged by the contractor will be in the employment of the contractor only and not of the Reserve Bank of India. The contractor shall pay the employer's contribution with regard to provident fund and employees' state insurance fund as per the provisions of the employees' Provident fund and miscellaneous provisions act, 1952 and employees' state insurance act, 1948. **किसी भी परिस्थिति में ठेकेदार और उसके कर्मचारियों/कर्मचारियों के बीच विवाद के कारण उत्पन्न होने वाले किसी भी जुर्माने या दावे के लिए ठेकेदार पूरी तरह से जिम्मेदार होगा। यदि ठेकेदार और उसके कर्मचारियों/कर्मचारियों के बीच विवाद के कारण कोई दावा या जुर्माना बैंक के लिए कानूनी रूप से बाध्यकारी है, तो उसे ठेकेदार से वसूला जाएगा।** **The contractor will be solely responsible for any penalty or claim arising due to dispute between the contractor and its employee/es under any circumstance. If any claim or penalty is legally binding to the Bank due to the dispute between contractor & its employee/es, same shall be recovered from the contractor**	
17	यदि संविदाकर्ता एक साझेदारी फार्म अथवा व्यक्ति हो If the Contractor is a partnership or an individual	गवाह जिनकी मौजूदगी में ऊपर उल्लिखित दिनांक और वर्ष को नियोक्ता और संविदाकर्ता दोनों ने इस करार को निष्पादित करने हेतु हस्ताक्षर किया है और यह डुप्लीकेट में तैयार की गई है। IN WITNESS WHEREOF the Employer and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first herein above written.
	यदि ठेकेदार एक कंपनी है If the contractor is a Company	गवाह जिनकी मौजूदगी में ऊपर उल्लिखित दिनांक और वर्ष को इस करार को निष्पादित करने हेतु नियोक्ता और संविदाकर्ता दोनों ने अपने विधिवत प्राधिकृत अधिकारियों के माध्यम से मुहर सहित हस्ताक्षर किया है तथा यह डुप्लीकेट में तैयार की गई है

		IN WITNESS WHEREOF the Employer has set its hands to these presents through its duly authorized official and the Contractor has caused its common seal to be affixed hereunto and the said two duplicates / has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written.

हस्ताक्षर खण्ड
Signature Clause:

भारतीय रिज़र्व बैंक की ओर से निम्नलिखित द्वारा हस्ताक्षर और सुपुर्द किया गया।
SIGNED AND DELIVERED by the Reserve Bank of India by the hand of

श्री /Shri ………………………………………………………… (नामऔरपदनाम)/(Name and designation)

…………………………………………………

……………………………………………….की उपस्थिती में/in the presence of

(1)

(नाम और पदनाम)
(Name & Designation)
संपदा विभाग
Estate Department
भारतीय रिज़र्व बैंक, चंडीगढ़ कार्यालय
Reserve Bank of India, Chandigarh **(गवाह/Witness)**
(2)

(नाम और पदनाम)
(Name & Designation)
संपदा विभाग
Estate Department

भारतीय रिज़र्व बैंक, चंडीगढ़ कार्यालय

Reserve Bank of India, Chandigarh **(गवाह/Witness)**

द्वारा हस्ताक्षरित और सुपुर्द SIGNED AND DELIVERED BY

यदि पार्टी साझेदारी फ़र्म या एक व्यक्ति है तो सभी साझेदारों द्वारा या उन सभी की ओर से हस्ताक्षरित किया जाना चाहिए

If the party is a partnership firm or an Individual should be signed by all or on behalf of all the Partners

निम्न की उपस्थिती में In the presence of:

(1)

पता/Address: -------------------------

-- **(गवाह/Witness)**

(2)

पता/Address: ------------------------

--- **(गवाह/Witness)**

Note:

बैंक, संविदाकर्ता के साथ करार से पहले करार की शर्तों में संशोधन करने का अधिकार सुरक्षित रखता है।

Bank reserves the right to modify the contents of the Articles of the Agreement before the agreement is entered with the contractor.

SECTION - H

Specifications of work

1. **Dismantling work:**

a) The demolition shall always be well planned before hand and shall generally be done in reverse order of the one in which the structure was constructed. The operations shall be got approved from the Bank's Engineer before starting the work.
b) Due care shall be taken to maintain the safety measures prescribed in IS 4130.
c) Necessary precautions shall be taken to keep noise and dust nuisance to the minimum. All work needs to be done under the direction of Bank's Engineer. Helmets, goggle, safety belts etc. should be used whenever required and as directed by the Bank's Engineer.
d) The demolition work shall be proceeded with in such a way that it causes no damage to the adjoining structures and least disturbances and nuisance to the staff of the Bank.
e) The demolition work shall be done in a systematic manner. Debris which are likely to be fall from a height by demolishing masonry etc. shall be carefully removed. Chisels and cutters may be used carefully as directed. The debris shall be removed manually or otherwise, lowered to the ground (and not thrown) and then properly remove from the Bank premises to the authorized dumping yard.
Screens shall be placed where necessary to prevent injuries due to falling pieces.

Disposal of debris:

i) Disposal of debris shall be disposed off at the authorized municipal dumping yard or specified location as decided by the Bank's Engineer. Bidder should examine the distance of dumping yard from the working site, mode of disposal, frequency of disposal before quoting the rates.

2. Brickwork/Half brickwork

The bricks shall have smooth rectangular faces with sharp corner and shall be uniform in colour and emit clear ringing sound when struck.

Mortar: The mortar for the brick work shall be as specified, and conform to accepted standards.

Soaking of Bricks: Bricks shall be soaked in water before use for a period for the water to just penetrate the whole depth of the bricks. Alternatively, bricks may be adequately soaked in stacks by profusely spraying with clean water at regular intervals for a period not less than six hours. When the bricks are soaked they shall be removed from the tank sufficiently early so that at the time of laying they are skin -dry. Such soaked bricks shall be stacked on a clean place where they are not again spoiled by dirt earth etc.

Laying: Bricks shall be laid in English Bond unless otherwise specified. For brick work in half brick wall, bricks shall be laid in stretcher bond. Half or cut bricks shall not be used except as closer where necessary to complete the bond. Closers in such cases, shall be cut to the required size and used near the ends of the wall. Header bond shall be used preferably in all courses in curved plan for ensuring better alignment.
All loose materials, dirt and set lumps of mortar which may be lying over the surface on which brick work is to be freshly started, shall be removed with a wire brush and surface wetted. Bricks shall be laid on a full bed of mortar, when laying, each brick shall, be properly bedded and set in position by gently pressing with the handle of a trowel. Its inside face shall be buttered with mortar before the next brick is laid and pressed against it. Joints shall be fully filled and packed with mortar such that no hollow space are left inside the joints.
The walls shall be taken up truly in plumb or true to the required batter where specified. All courses shall be laid truly horizontal and all vertical joints shall be truly vertical. Vertical joints in the alternate course shall come directly one over the other.
Bricks shall be laid with frog (where provided) up. However, when top course is exposed, bricks shall be laid with frog down. For the bricks to be laid with frog down, the frog shall be filled with mortar before placing the brick in position. In case of walls one brick thick and under, one face shall be kept even and in proper plane, while the other face may be slightly rough. In case of walls more than one brick thick, both the faces shall be kept even and in proper plane.
Chases in Brickwork: Work of cutting chases, wherever required to be made in the walls for housing G.I. pipe, CI pipe or any other fixtures shall be carried out in various locations as per guidelines given below:

(a) Cutting of chases in one brick thick and above load bearing walls.

(i) As far as possible services should be planned with the help of vertical chases. Horizontal should be avoided.
(ii) The depths of vertical chases and horizontal chases shall not exceed one-third and one-sixth of the thickness of the masonry respectively.
(iii) Horizontal chases when unavoidable should be located in the upper or lower one-third of height of storey and not more than three chases should be permitted in any stretch of a wall. No continuous horizontal chase shall exceed one metre in length. Where unavoidable, stresses in the affected area should be checked and kept within the permissible limits.
(v) Vertical chases should not be closer than 2 m in any stretch of a wall. These shall be kept away from bearings of beams and lintels. If unavoidable, stresses in the affected area should be checked and kept within permissible limits.
(vi) Masonry directly above a recess, if wider than 30 cm horizontal dimension) should be supported on lintel. Holes in masonry may be provided up to 30 cm width and 30 cm height without any lintel. In the case of circular holes in the masonry, no lintel need be provided for holes up to 40 cm in diameter.
(a) Cutting of chases in half brick load bearing walls.

No chase shall be permitted in half brick load bearing walls and as such no recessed conduits and concealed pipes shall be provided with half brick thick load bearing walls.
(b) Cutting of chases in half brick non-load bearing wall :

Services should be planned with the help of vertical chases. Horizontal chase should be provided only when unavoidable.

Curing: The brick work shall be constantly kept moist on all faces for a minimum period of seven days

3. Stacking and Disposal

Lead of 50 m mentioned in the 'Bill of Quantities' is the average lead for the stacking of debris/scrap within any place inside the premises of the Bank. The actual lead for the lead for the stacking of debris/scrap may be more or less than the 50 m for which no cost adjustment shall be made in the rates.
All rubbish and unserviceable materials shall be disposed off in the dumping ground promptly as per the direction of Bank's Engineer. Disposal of the accumulated malba, rubbish to the approved dumping ground with the help of trolley 25

The debris/rubbish/ moorum/building rubbish/ malba/ similar unserviceable, dismantled or waste material shall be collected in most professional manner by mechanical transport including loading, transporting, unloading and disposing to approved municipal dumping ground for lead up to 10 km for all lifts, complete as per directions of Bank's Engineer.

4. Plaster

Preparation of Surface: The joints shall be raked out properly. Dust and loose mortar shall be brushed out.

Mortar: The mortar of the specified mix using the type of sand described in the item shall be used.

Application of Plaster: Plastering shall be started from the top and worked down towards the floor. All putlog holes shall be properly filled in advance of the plastering as the scaffolding is being taken down. To ensure even thickness and a true surface, plaster about 15 × 15 cm shall be first applied, horizontally and vertically, at not more than 2 meters intervals over the entire surface to serve as gauges. The surfaces of these gauged areas shall be truly in the plane of the finished plaster surface. The mortar shall then be laid on the wall, between the gauges with trowel. The mortar shall be applied in a uniform surface slightly more than the specified thickness. This shall be brought to a true surface, by working a wooden straight edge reaching across the gauges, with small upward and sideways movements at a time. Finally, the surface shall be finished off true with trowel or wooden float according as a smooth or a sandy granular texture is required. Excessive troweling or over working the float shall be avoided.
All corners, arises, angles and junctions shall be truly vertical or horizontal as the case may be and shall be carefully finished. Rounding or chamfering corners, arises, provision of grooves at junctions etc. where required shall be done without any extra payment. Such

rounding, chamfering or grooving shall be carried out with proper templates or battens to the sizes required.
When suspending work at the end of the day, the plaster shall be left, cut clean to line both horizontally and vertically. When recommencing the plastering, the edge of the old work shall be scrapped cleaned and wetted with cement slurry before plaster is applied to the adjacent areas, to enable the two to properly join together. Plastering work shall be closed at the end of the day on the body of wall and not nearer than 15 cm to any corners or arises. It shall not be closed on the body of the features such as plasters, bands and cornices, nor at the corners of arises. Horizontal joints in plaster work shall not also occur on parapet tops and copings as these invariably lead to leakages. The plastering and finishing shall be completed within half an hour of adding water to the dry mortar. No portion of the surface shall be left out initially to be patched up later on. The plastering and finishing shall be completed within half an hour of adding water to the dry mortar.
Curing: Curing shall be started as soon as the plaster has hardened sufficiently not to be damaged when watered. The plaster shall be kept wet for a period of at least 7 days. During this period, it shall be suitably protected from all damages at the contractor's expense by such means as the Bank's Engineer may approve.
Finish: The plaster shall be finished to a true and plumb surface and to the proper degree of smoothness as required. The work shall be tested frequently as the work proceeds with a true straight edge not less than 2.5 m long and with plumb bobs.

All horizontal lines and surfaces shall be tested with a level and all jambs and corners with a plumb bob as the work proceeds.

5. Floor tiles:

The old flooring (arising after dismantling of existing tiling) shall be thoroughly cleaned and checked for undulations, if any shall be rectified with cement mortar 1:3 (1 cement: 3 sand). Old cement concrete surface shall be hacked and cleaned off to have proper bond with the old surface.

High polymer modified quick set tile adhesive Type-I (conforming to IS 15477) shall be thoroughly mixed with water and a paste of zero slump shall be prepared so that it can be used within 1.5 to 2 hours. It shall be spread over an area not more than one sqm at one time. Average thickness of adhesive shall be 3 mm The adhesive so spread shall be combed using suitable trowel. Tiles shall be pressed firmly in to the position with slight twisting action checking it simultaneously to ensure good contact gently being tapped with wooden mallet till it is properly backed with adjoining tiles. The tiles shall be fixed within 20 minutes of application of adhesive. The surplus adhesive from the joints, surface of the tiles shall be immediately cleaned.

The surface of the flooring shall be frequently checked during laying with straight edge of above 2m long so as to attain a true surface with required slope.

Where spacer lugs tiles are provided these shall be filled with grout with lugs remaining exposed.

Where full size tile can not be fixed these shall be cut (sawn) to the required size and edges rubbed smooth to ensure straight and true joints. Tiles which are fixed in floor adjoining to wall shall enter not less than 10 mm under plaster, skirting or dado.

Pointing and Finishing: The joints shall be cleaned off the grey cement slurry with wire/coir brush or trowel to a depth of 2 mm to 3 mm and all dust and loose mortar removed. Joints shall then be flush pointed with white cement added with pigment if required to match the colour of tiles. Where spacer lug tiles are provided, the half the depth of joint shall be filled with polysulphide or as specified on top with under filling with cement grout without the lugs remaining exposed. The floor shall then be kept wet for 7 days. After curing, the surface shall be washed and finished clean. The finished floor shall not sound hollow when tapped with a wooden mallet.

6. UPVC Casement/fixed window

Material UPVC (un-plasticised polyvinyl chloride) is PVC resin blended with acrylic modifier, titanium dioxide and other chemicals. Then it is processed through machine and mould to produce required UPVC multi-chambered profiles. The factory made UPVC white colour windows/door shall be comprising of approved UPVC make multi-chambered frames, sash and mullion duly reinforced with appropriate thickness of galvanised iron section of required length, an appropriate dimension of UPVC glazing beads, EPDM gasket according to frame/sash profile and specified hardware and fittings of approved make having dimensions as per nomenclature of items.
There are two type of UPVC extruded profile series which are used depending upon the size and design of window/door and wind load consideration and the agency shall also provide wind load calculation sheet duly approved by the Bank's Engineer as per IS 875 (Part-3) namely Small Series (small depth dimension) having wall thickness of 1.9±0.2 mm and Big Series (big depth dimension) having wall thickness of 2.3±0.2 mm of UPVC main profile i.e frame. Depth and width of the profile mentioned in the nomenclature of the item is as following.
(i) Depth of a profile (D)- Dimension which is measured at right angles to the glazing plane, between the front and back face surfaces of a profile.

(ii) Width of a profile (W)-Dimension, measured in the direction of the glazing plane, and perpendicular to the longitudinal axis of the profile.

Fabrication: (i) According to the drawing, the required dimension and length of UPVC frame, sash and mullion profiles shall be mitred cut and reinforced with galvanised iron section of required length and thickness.

(ii) All frame and sash profiles of window shall be fusion welded at all corners. Mullion and Transom profiles shall also be fusion welded as per window / door design so as to prevent any ingress of water or air in the reinforcement chamber.

(iii) Each corner and joints shall be neatly cleaned by removing all excess material. The weld shall be finished by grooving, knifing etc. at exposed welded portion only.

(iv) The minimum overlap of 6 mm shall be provided on frame and mullion to ensure effective seal between the sash and frame.

(v) The window / door shall be designed and provided water drainage/ventilation slots in profile of frame, sash, transom or mullion in order to permit the escape of entrapped water, moisture from the system. A minimum of 2 nos. of slots shall be provided at least at every 500 mm or in each window as instructed. The drainage shall be so designed as not to puncture the reinforcement chamber and prevent water running through the reinforcement chamber. The holes and slots shall offset between the inner and outer walls so as to prevent any back flow.

Reinforcement: Galvanized mild steel reinforcement section is to be inserted in UPVC frame, sash and mullion profile of required length with in 6 to 15 mm distance from the face of the weld and then shall be screwed at 150mm from the end at every 400 mm (maximum) pitch to UPVC profile so that it does not move or rattle.

Fittings: These shall be provided as per nomenclature of item of approved make and duly approved by Bank’s Engineer before fixing at site of work. Hardware / fittings such as handle, roller, touch lock, multipoint locking, 3D hinges, etc. (whichever is applicable). shall be directly screwed not pre-drilled or hammered.

Installation: (i) There shall be a maximum gap of 3 to 5mm in between UPVC door / window frame and finished opening and the plastic packers shall be provided to maintain the level.
(ii) To maintain the exact dimension of door or window, the opening shall be checked for dimension and orthogonally using a prefabricated template. Any defect shall be made good by the agency at his own cost before fixing of window/door.
(iii) The UPVC frames are to be fixed in prepared opening in the walls. Window / door frame shall be fixed into the aperture by drilling through the outer frame to the existing structure and shall use 100x8mm fasteners of approved make.
(iv) The gap between UPVC window / door and adjacent RCC/Brick/Stone cladding work shall be filled with weatherproof Silicon sealant of approved make to maximum 5mm depth and 5mmin width to allow expansion/contraction of UPVC 29 profiles. Silicon sealant of matching colour of UPVC profile shall be applied over backer rod.

7. False Ceiling

Suspended false ceiling: gypsum

False ceiling should be carried out with lightweight boards made of basic materials like aerated gypsum treated with special additives, and both sides are covered with a special off white/white color paper. The size, thickness and texture of the board or tile available is as per the manufacturer details.

The Gypsum boards or tiles should confirm to IS 2542-1981 and IS 2095-21982 physical properties of Gypsum board should confirm to:

i. Density: nominal in a dry state = 807.10 kg/m
ii. Fire resistance: 12.5mm = . hour resistance.
iii. Material classified as class 1 surface soared of flame test as per BC476 PART –7 1971
iv. Sound insulation: The average rate of noise reduction between frequencies of 100 Hz is 35.6 dB for a partition 75 mm or 97 mm thickness with a 12.5mm board on each face 38.5. DB for a partition as above but including 265 mm of mineral wool in the cavity 42.5 BD for a 100mm partition comprising of two layers of 12.5-mm board on each side.
v. Gypsum board should be flexible enough to resist any crack due to limited movement of a building
vi. Gypsum board is basically available with the properties as below:

Thickness in mm	**Width in mm**	**Weight in kg/Mt**	**Thermal conductivity**	**Thermal resistance in m K.W**
9.5	610 & 1220	8.0	0.16	0.06
12.5	610 & 1220	10.5	0.16	0.08

vii. False ceiling should present unbroken surface and desirable continuity may be varied by treatment of joints with wood or plastic or PVC or metal or any other such material strips.
viii. Offloading of gypsum is only advisable on small boards and may be carried by one man but generally two men will be required and this will reduce the risk of damage to the boards. Boards are manually carried on edge.
ix. When storing boards, care should be taken to keep in a dried and covered place sheltered from rain and avoid dampness from floors. They should be supported on wooden battens, which should not be more than 45 cm apart on a flat surface.
x. Deformed gypsum boards (because of poor handling or storage) are difficult to erect. It is suggested that the board is stacked in different piles according to size and thickness so that the work can be carried out more effectively in terms of time. Care should be taken not to stack the piles too high. Gyp board should never be stacked on edge for a long period as this can cause deformation.
xi. Gyp board can easily be either longitudinally or transversally cut. A cut should be made in the face side of the board by means of a retable knife. A line may be ruled prior to cutting or with practice. The rule may be drawn down the board at the required distance from the edge whilst the board is scored with a knife at the edge of the rule. The board should then be pressed with both hands and gypsum score will break in the line with the

cut in the side face. The board should then be turned over and the side paper be cut with the knife.

xii. Gyp board may be cut using a normal saw. A fret saw or an electric tool may also be used for the cutting of curves. When large quantities of board are to be cut, the use of a circular handsaw is advisable.

xiii. Electrical or manual carpenter's tools as those employed in the cutting of wood may be used for making cutouts in gypsum board. A drill should be used when making holes for electrical installation thermostat boxes, etc. For holes of diameter less than 50mm high speed steel drill should be used.

xiv. The edge of the board can be pared off using planes. A file may also be used to level off any irregularities, which may remain after cutting. The edge of both papers, faces may be trimmed by using fine sandpaper.

xv. Gyp board may also be used to line curved areas. The curvature radius shall be 60cm for 9.5mm board and 100cms for 12.5-mm board. 30 to 60 minutes before application to curved areas, both sides of the gyp board should be sprayed with water until they are damp. The board should then be bent very slowly and carefully, and fixed in to position. Before joining the boards should be completely dry

xvi. The ceiling is suspended using systems made of G.I. The suspended ceiling may be heavy duty (load bearing ceiling on which a person can walk over a ladder for maintenance purpose) or light duty (non loading bearing). Both these systems may be either with a layer of vinyl film laminated.

xvii. On completion of the erection of the grid work, care should be taken to see to it that the bottom face of the grid work is on true water level or to the required gradient or profile

xviii. Where light fittings, access panels and similar components are incorporated as a part of the design requirement, consideration must be given to maintaining the integrity of the ceiling.

xix. The fire and sound insulation are also important factors.

xx. The joining treatment of two-gyp board is described below

TAPERED EDGE JOINT: A continuous thin band of jointing compound of gyp board joining compound is applied to the trough of the tapered edge point. The joint tape is then pressed in to the band of jointing compound, firmly embedded and free from tapered air bubbles with sufficient jointing materials under the tape to ensure good adhesion immediately after the tape has been fixed, a new layer of material is applied over it, flush with the surface of the board. Before the material begins to stiffen the jointing sponge should be moistened and surplus material wiped from the edge of the joint without disturbing the main joint filling. The sponge should be rinsed occasionally to prevent material setting in it. Once the material is dried any slight depression in the surface can be filled again and projection cut back when the material has dried about 1 hour after application, a thin layer of jointing compound is applied in a broad brand 200mm wide. The edges of this band should be immediately feathered with a slight damp joining sponge. When the joint material has completely dried another application is made 250mm wide and feathered out as before. It is important that the first coat of finish is allowed to dry before the final coat is applied

xxi. **Cut Edges**:A finish similar to that achieved with the tapered edge board can be obtained with cut edge boards or acute edges and tapered edge board. The cut edge should slightly sanded to remove any burrs, the edge of the adjoining boards is cut to make v-groove with a sharp knife. The joints are flush with the face of the board, using gyp board jointing compound. The gap must be filled solidly back to the framework. The coat is applied and joint tape bedded in it as tightly as possible, leaving sufficient material behind the tape to ensure good adhesion and to eliminate air bubble. Gyp board jointing compound is then applied with a sponge. When this has dried a second application of 200mm wide is applied and the edges are feathered out. Wider feathered out of the joint will overcome slight misalignment of cut ends and edge joints.

xxii. **Nail and screw spottings**:

This process fills any indentation left by the hammer or screw head when fixing the board. With the layer of jointing compound which is struck off level with the face of the board and allow drying. The operation is completed with one more similar application.

xxiii. **Surface treatment**:

When the jointing is dry, one coat of gyp board dry wall topcoat is applied to the entire surface using the medium pile roller, and brush or entirely by brush.
All the accessories like the ceiling section, perimeter channels, intermediate channels, clips, cleats jointing compound jointing tape screws nails etc. used in erecting the false ceiling should be recommended by the manufacturer and under the instruction or guidance of the manufacturer
The type of board –size, texture, edge finish or the type tiles used should be strictly as per the approved selection of the Bank's Engineer / Architect.

8. Priming over masonry surface:

a) Cement primer coat is used as a base coat on wall finish of cement, lime or lime cement plaster or on non-asbestos cement surfaces before oil emulsion distemper Paints are applied on them. The cement primer is composed of a medium and pigment which are resistant to the alkalies present in the cement, lime or lime cement in wall finish and provides a barrier for the protection of subsequent coats of Paints.

b) Primer coat shall be preferably applied by brushing and not by spraying. Hurried priming shall be avoided particularly on absorbent surfaces. New plaster patches in old work should also be treated with cement primer before applying Paints etc.

c) Preparation of the Surface: The surface shall be thoroughly cleaned of dust, old white or colour wash by washing and scrubbing. The surface shall then be allowed to dry for at least 48 hours. It shall then be sand papered to give a smooth and even surface. Any unevenness shall be made good by applying putty, made of white cement based putty/plaster of paris mixed with water on the entire surface including filling up the undulations and then sand papering the same after it is dry.
d) Application: The cement primer shall be applied with a brush on the clean dry and smooth surface. Horizontal strokes shall be given first and vertical strokes shall be applied immediately afterwards. This entire operation will constitute one coat. The surface shall be finished as uniformly as possible leaving no brush marks. It shall be allowed to dry for at least 48 hours, before Paint is applied.

9. White Cement Based Putty:

a) Ensure that surface is totally clean. Dry and absorbent surfaces should be moistened with sufficient quantity of clean water. The surface should be moderately rough and in just wet condition.

b) Applications:

- Apply the 1st coat of Putty on the pre-wet cement plaster wall (excluding ceiling) surface using a blade on the wall with a bottom to up configuration.

- Allow the surface to dry, drying time depends on ambient temperature.

- After drying of the first coat of putty, rub the surface gently with the putty blade/emery/sandpaper (no. 180-320) to remove the loose particles.

- Apply a 2nd coat of wall putty over dried 1st coat.

- The total thickness of both the coats should be within 1.0 mm.

- After the application of 2nd coat, leave the surface to dry preferably for 10-12 hours.

- The 2nd coat finishing should be done with care (emery/sandpaper no. 500 or 600) without any strong rubbing.

- Paints can be used after the 2nd or 3rd coat of putty as the case may be and once it gets fully dry depending on weather/ambient temperature condition.

10. Painting:

a) Commencing work

- No paint work shall be done until a sample of the colour of the required tint or shade has been got approved from the Bank's designated officials. The colour shall be of even tint or shade over the whole surface. If it is blotchy or otherwise badly applied, it shall be redone by the contractor.

 Painting shall not be started until the Bank’s Engineer has inspected the items of work to be painted, satisfied himself about their proper quality and given his approval to commence the painting work.

 Painting, except the priming coat, shall generally be taken in hand after practically finishing all other building work.

 The area should be thoroughly swept out at least one day in advance of the Paint work being started.

 Enough quantity of paint be mixed to finish one area at a time. The application of a coat in each area shall be finished in one operation and no work shall be started in other area, which cannot be completed the same day.

 After each day’s work, the roller/brushes shall be washed in hot water and hung down to dry. Old brushes/roller which are dirty or caked with paint shall not be used.

 Approved paint shall be brought to the site of work by the contractor in its original containers in sealed condition. The material shall be brought in at a time in adequate quantities to suffice for the whole work or at least a fortnight’s work. The empty containers shall not be removed from the site of work till the relevant item of work has been completed and permission obtained from the Bank’s Engineer.

b) Preparation of Surface

The surface shall be thoroughly cleaned and dusted off. All rust, dirt, scales, smoke splashes, mortar droppings and grease shall be thoroughly removed before painting is started. The prepared surface shall have received the approval of the Bank’s Engineer after inspection, before painting is commenced.

c) Application

 The painting shall be laid on evenly and smoothly by means of crossing and laying off, the latter in the direction of the grains of wood. The crossing and laying off consists of covering the area over with Paint, brushing the surface hard for the first time over and then brushing alternately in opposite direction, two or three times and then finally brushing lightly in a direction at right angles to the same. In this process, no brush marks shall be left after the laying off is finished. The full process of crossing and laying off will constitute one coat.

 In the case of old work, old unsound and loose paint and all loose pieces and scales shall be removed by sand papering/paint remover, wherever required. The surface shall be cleaned of all grease, dirt, etc

 Pitting in plaster shall be made good with White cement based putty/plaster of paris mixed with the colour to be used. The surface shall then be rubbed down again with a fine grade sand paper and made smooth. A coat of the approved paint shall be applied over the patches.

The patched surface shall be allowed to dry thoroughly before the regular coat of paint is applied.

 After the surface has been prepared; a coat of approved paint shall be applied over the patches and repairs. Then a single coat, or two or more coats of approved paint, as stipulated in the description of the item shall be applied over the entire surface. The painted surface shall present a uniform finish.

 The application of each coat shall be as follows: The entire surface shall be coated uniformly, with proper Roller or distemper brushes (ordinary white wash brushed shall not be allowed) in horizontal strokes followed immediately by vertical ones which together shall constitute one coat. The subsequent coats shall be applied only after the previous coat has dried. The finished surface shall be even and uniform and shall show no brush marks.

11. Making good to damages: For making good the damage to the under mentioned items of work, the specifications as given in the following paras shall apply, unless directed otherwise.

(a) **Masonry Work**: The masonry work shall be made good by using the same class of bricks, tiles or stones as was damaged during the execution of the work. The mortar used shall be cement mortar 1:5 (1 cement: 5 fine sand) or as directed by the Bank's Engineer.
(b) **Plain Concrete Work** : Concrete work for sub-grade of the flooring, foundations and other plain concrete works shall be cement concrete 1:5:10 (1 cement : 5 sand : 10 graded stone aggregate 40 mm nominal size). A coat of neat cement slurry shall be applied at the junction with old work, before laying fresh concrete.
(c) **Cement Concrete Flooring and R.C.C. Work** : Cement concrete 1:2:4 (1 Cement : 2 sand : 4 graded stone aggregate 20 mm nominal size) shall be used after applying a coat of neat cement slurry at the junction with old work, and the surface finished to match with the surrounding surface.
(d) **Plastering**: Cement plaster 1:4 (1 cement: 4 sand) shall be used. The sand shall be fine or coarse, as used in the original work. The surface shall be finished with two or more coats of white wash, colour wash, distemper or painting as required, but where the surface is not to be white washed, colour washed, distempered or painted, it shall be finished as required to match with the surrounding surface.
(e) Other Items: Damage to any other item shall be made good as directed by the Bank's Engineer.

12. Electricity and storage

Bank will provide the electricity at free of cost to the Vendor however contractor should make his own arrangement for drawing the power from the existing source of power supply to the work site like power cable of suitable length and capacity etc. The materials should be stored at designated places which may be at any location inside the premises of the Bank.

13. Wastage

The vendor should visit the site and understand the quantum of work, including the wastage material to meet the specifications of the work, labor part for making the desired layout in the windows work and quote his/her rate (inclusive GST) accordingly. Contractors need to plan his work to minimize the wastage. No claim regarding non-consideration of the factors as per site conditions and technical specification will be entertained by the Bank.

Note: In all the above operations the damaged portion shall be cut in regular geometric shape and cleaned before making good the same.

Name and Signature of contractor:

Date:

Place:

SECTION - I

List of Materials of Approved Brand And /Or Manufacture

Sl no	Material	Make
1.	Acrylic Emulsion Paint	Asian, Berger, Nerolac or approved equivalent make
2.	G.I. sections for Partitions and false Ceiling	India Gypsum, Lagyp, Diamond Frames or approved equivalent make
3.	Gypsum False Ceiling	Gyproc Saint-Gobain or approved equivalent make
4.	Vitrified / ceramic tiles	Johnson, Kajaria, Nitco, Naveen or approved equivalent
5.	Cement	A.C.C, Ultra Tech, Ramco, Coramandal or approved equivalent.
6.	Tile adhesive	Fosroc, Ultra-tech, MYK or approved Equivalent

भारतीय रिजर्व बैंक / RESERVE BANK OF INDIA
सम्पदा वभाग / ESTATE DEPARTMENT
चंडीगढ़ / CHANDIGARH

भारतीय रिज़र्व बैंक, चंडीगढ़ की एनेक्स बिल्डिंग में आवासीय फ्लैट को रिज़र्व बैंक स्टाफ को-ऑपरेटिव शहरी वेतन अर्जक थ्रिफ्ट एंड क्रेडिट सोसाइटी लिमिटेड कार्यालय में परिवर्तित करने के लिए सिविल कार्य

हेतु निविदा

Tender for

Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner’s Thrift & Credit Society Ltd. Office

(भाग II मूल्य बोली) / (Part-II Price Bid)

बोलीदाता का नाम :...

पता: ....

दूरभाष सं: ....

ईमेल-: ....

बोली पूर्व बैठक का समय एवं स्थान	08 अक्तूबर 2024 पूर्वाह्न 11:00 बजे स्थान: संपदा विभाग, तृतीय तल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, सेंट्रल विस्टा, सेक्टर-17, चंडीगढ़
बोली प्रस्तुत करने की अंतिम तिथि:	15 अक्तूबर 2024 को पूर्वाह्न 11:00 बजे तक
निविदा का भाग I अर्थात तकनीकी-वाणिज्यिक बोली खोलने की तिथि:	15 अक्तूबर 2024 को अप्राह्न 03:00 बजे

Reserve Bank of India
Estate department
Chandigarh

Tender for

Civil works for Conversion of Residential Accommodation at RBI Chandigarh Annex Building into Reserve Bank Staff Co-op urban Salary Earner's Thrift & Credit Society Ltd. Office

Bill of Quantities

Note: Rates are to be filled below and shall be submitted in a Separate Envelope along with the Part I, which shall be in a separate envelope)

Item No.	Description of items	Unit	Quantity	Rate in Rs. (In Number & Words) including GST	Amount in Rs. (In Number & Words) including GST
1	Carefully **dismantling** the following: a) Existing vitrified /ceramic tiles works in flooring and skirting along with mortar bed/backing b) Existing brick work manually / by mechanical means. c) Existing RCC Platforms/shelves at the Kitchen. d) Existing door with window & Grill The rate shall include the cost of labour, material, tools, scaffolding etc., removing the entire debris out of Bank's premises as per rules &	**LS**	**1**		

	regulations of local authorities, transportation, leads/lifts, all taxes, etc. in workman like manner and as directed by the Bank's Engineer. **Note**: 1. Any damage to building/ person/ other property shall be payable by the contractor.				
2	Providing and laying approved **Vitrified tiles** of Size 800x800 mm in floor (thickness to be specified by the manufacturer), with water absorption less than 0.08% and conforming to IS:15622, of approved brand & manufacturer, in all colours and shade, laid with cement based high polymer modified quick set tile adhesive (water based) conforming to IS : 15477 type-1, in average 6 mm thickness, including grouting of joints all complete and as directed by Bank's Engineer. **(Basic Price of tile = Rs 750/- per SqM Excluding GST)**	**SqM**	**55.00**		
3	**VITRIFIED TILE SKIRTING**: Providing and laying Vitrified tiles of Size 800x800 mm in different sizes as skirting to the walls (thickness to be specified by manufacturer), with water absorption less than 0.08 % and conforming to I.S. 15622, of approved make, in all colours & shade, in skirting, over 12 mm thick bed of cement mortar 1:3 (1 cement: 3 sand), including grouting the joint with white cement & matching pigments etc. all complete as directed by Bank's Engineer. **(Basic price shall be Rs 750/- per Sqm Excluding GST).**	**SqM**	**11.00**		

4	**BRICK WALL**: Providing & constructing one brick wall in CM 1:4 (1 Cement : 4 Sand) at all levels, using best quality locally available bricks including providing RCC band using 8 mm dia tor steel reinforcement at every fifth layer , making key with adjoining stone/brick masonry wall, as per site requirement including racking out joints,curing etc., all complete as directed by Bank's Engineer.	**CuM**	**1.00**		
5	**PLASTERING:-**Providing and applying average 12.5mm thick (or match the adjacent plaster) cement plaster in CM 1:4 (1 Cement : 4 fine Sand) to walls, columns, ceiling, beams, etc., in line and level , curing of new plaster etc., complete as directed by Bank's Engineer.	**SqM**	**30.00**		
6	Providing and fixing factory made **Single glass uPVC white colour casement glazed windows** approx. height varying from 1000 mm to 1400 mm (variation of 50 mm in dimension given should be consider while quoting the rate) comprising uPVC multi-chambered frame, sash and mullion (where ever required) extruded profiles duly reinforced with 1.60 ± 0.2 mm thick galvanized mild steel section made from roll forming process of required length (shape & size according to uPVC profile), uPVC extruded glazing beads of appropriate dimension, Single glass panes of 5 mm clear toughened glass, EPDM gasket, 2 Nos Friction Stay hinges for each shutter/panels, zinc alloy (white powder coated) casement handles along with zinc plated mild steel multi point locking having	**SqM**	**11**		

	transmission gear, cylinder with keeps and one side key, G.I fasteners 100 x 8 (minimum) mm size for fixing frame to finished wall, plastic packers, plastic caps and necessary stainless steel screws etc. Profile of frame & sash shall be mitred cut and fusion welded at all corners, mullion (if required) shall be also fusion welded including drilling of holes for fixing hardware's and drainage of water etc. After fixing frame, the gap between frame and adjacent finished masonry/structural elements shall be filled with weather proof silicon sealant over backer rod of required size and of approved quality, all complete as per approved drawing & direction of Bank's Engineer. Variation in profile dimension in higher side shall be accepted but no extra payment on this account shall be made. Casement window made of Energy Efficient glass, frame & sash with 2 Nos Friction Stay hinges for each sash. Profile shall be made of frame of 60 x 60 mm & sash / mullion 60 X 74 both having wall thickness of 2.3 ± 0.2 mm and single glazing bead/ double glazing bead of appropriate dimension. For uPVC frame, sash and mullion extruded profiles minus 5% tolerance in dimension i.e. in depth & width of profile shall be acceptable. Variation in profile dimension in higher side shall be accepted but no extra payment on this account shall be made.				

7	**Gypsum Board False Ceiling:** Providing and fixing false ceiling at all height including providing and fixing of frame work made of special sections, power pressed from M.S. sheets and galvanized with zinc coating of 120 gms/sqm (both side inclusive) as per IS : 277 and consisting of angle cleats of size 25 mm wide x 1.6 mm thick with flanges of 27 mm and 37mm, at 1200 mm centre to centre, one flange fixed to the ceiling with dash fastener 12.5 mm dia x 50mm long with 6mm dia bolts, other flange of cleat fixed to the angle hangers of 25x10x0.50 mm of required length with nuts & bolts of required size and other end of angle hanger fixed with intermediate G.I. channels 45x15x0.9 mm running at the spacing of 1200 mm centre to centre, to which the ceiling section 0.5 mm thick bottom wedge of 80 mm with tapered flanges of 26 mm each having lips of 10.5 mm, at 450 mm centre to centre, shall be fixed in a direction perpendicular to G.I. intermediate channel with connecting clips made out of 2.64 mm dia x 230 mm long G.I. wire at every junction, including fixing perimeter channels 0.5 mm thick 27 mm high having flanges of 20 mm and 30 mm long, the perimeter of ceiling fixed to wall/partition with the help of rawl plugs at 450 mm centre, with 25mm long dry wall screws @ 230 mm interval, including fixing of gypsum board to ceiling section and perimeter channel with the help of dry wall screws of size 3.5 x 25 mm at 230 mm c/c, including jointing and finishing to a flush finish of tapered and square edges	**SqM**	**50.00**		

	of the board with recommended jointing compound , jointing tapes , finishing with jointing compound in 3 layers covering upto 150 mm on both sides of joint and two coats of primer suitable for board, all as per manufacturer's specification and also including the cost of making openings for light fittings, grills, diffusers, cutouts made with frame of perimeter channels suitably fixed, all complete as per drawings, specification and direction of the Bank's Engineer/ Architect but excluding the cost of painting with : **12.5 mm thick tapered edge gypsum plain board conforming to IS: 2095- (Part I) :2011 (Board with BIS certification marks)**				
8	**Removing the existing paint finish on walls**: Carefully removing the existing finishing to the wall like oil bound distemper and the like etc. by maual/mechanical means viz., scrapping, sand papering and preparing the surface smooth including necessary repairs to scratches etc. all complete as directed by Bank's Engineer.	**SqM**	**66.00**		
9	**Providing and applying white cement based putty** of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth all complete as directed by Bank's Engineer. The rate shall be inclusive of taking up necessary repairs such as filling holes, making corners etc. as per site requirements.	**SqM**	**66.00**		

10	Applying two or more coats of **Premium Acrylic Emulsion paint** of interior grade, having VOC (Volatile Organic Compound) content less than 50 grams/ litre of approved brand and manufacture, including applying additional coats wherever required to achieve even shade and colour, all complete.	**SqM**	**66.00**		
11	**Wallpaper:** Providing and fixing wall paper on the finished surface of the columns/walls etc. as per the instructions of the Bank's Engineer. **Basic rate is Rs. 860/SqM (excluding GST).**	**SqM**	**18.00**		
12	Providing and fixing **stainless steel (Grade 304) Window grill** made of Hollow tubes, bars, channels, plates etc. for window or similar structure including welding, grinding, buffing, polishing and making curvature (wherever required) and fitting the same with necessary stainless steel nuts and bolts complete, including fixing the railing with necessary accessories & stainless steel dash fasteners, stainless steel bolts etc., of required size, on the top of the natural stone slab at window sill, lintel and jamb with suitable arrangement as per approval of Bank's Engineer, (for payment purpose only weight of stainless steel members shall be considered excluding fixing accessories such as nuts, bolts, fasteners etc).	**Kg**	**100.00**		

13	Providing and fixing factory made single extruded **WPC (Wood Polymer Composite) solid decorative type flush door shutter** of required size comprising virgin polymer of K value 58-60 (Suspension Grade), calcium carbonate and natural fibers (wood powder/ rice husk/wheat husk) and non-toxic additives (maximum toxicity index of 12 for 100 gms) having minimum density of 650 kg/cum and screw withdrawal strength of 1800 N (Face) & 900 N (Edge), minimum compressive strength 50 N/mm2, modulus of elasticity 850 N/mm2 and resistance to spread of flame of Class A category with property of being termite/borer proof, water/moisture proof and fire retardant. WPC to be laminated with PVC foil of minimum 14 microns thick of approved design pasted with hot melt adhesive on both faces of shutter and fixing with four nos. of 150mm ball bearing hinges with necessary full body threaded star headed counter sunk S.S screws, all as per direction of Bank's Engineer. **N.B.:** The rate quoted shall be inclusive of cost of ball bearing hinges, screws etc.				
13.1	30mm thick	**SqM**	**8.00**		
Total					

Place:

Date: **Signature & seal of bidder**

Address: