



उद्धरण के लिए अनुरोध/

Request for Quotation

To All Empaneled Vendors

Request for Quotation for Supply and Laying of Tarpaulin over the existing Mangalore tile gable roof and Allied Works Ewart House Building, Tamarind Lane ,Fort, Mumbai -400001.

विज्ञापन की दिनांक/ Date of Advertisement	02-06-2023
प्रस्तुत करने की अंतिम दिनांक / Last Date of Submission	12-06-2023 by 15:00 Hrs
खुलने की दिनांक Opening Date	12-06-2023 by 15:30 Hrs
कार्य अवधि/Time Period of Work	कार्य आदेश प्रदान करने की दिनांक से 14दिन 14 days from award of Work Order.
बयाना जमा राशि/Earnest Money Deposit	Rs.2,000.00(Rupees Two Thousand Only) DD In favor of Central Bank Of India, Payable at Mumbai,
निविदा दस्तावेज का मूल्य/Cost of Tender Document (गैर वापसी योग्य/Non Refundable)	रु./Rs.1000.00 (सेन्ट्रल बैंक ऑफ इंडिया के पक्ष में मांग ड्राफ्ट जो मुंबई पर देय हो/ DD In favor of Central Bank Of India, Payable at Mumbai
MSME Registered Vendors are Exempted from EMD and Tender Fees. Relevant Documents to be submitted.	
खुलने की दिनांक से निविदा की वैधता/Validity of Tender from the date of opening of Financial Bid.	120 दिन/ days
प्रस्तुत किए जाने वाले दस्तावेज/ Documents to be provided	संबंधित पात्रता श्रेणी के अंतर्गत विक्रेताओं को पैनलबद्ध करने का पत्र जारी किया गया है/Empanelment letter issued to vendors under the respective eligibility category.
Email for Correspondence	agmgad@centralbank.co.in archmmzo@centralbank.co.in
संपर्क व्यक्ति का नाम /Contact person name	Mr.Anupam Bandyopadhyay- Asst.General Manager.Mr.Amarnath .V – Architect.
बोलियां जमा करने का स्थान / Place of submission of Bids & opening of bids	Architect Section-Business Support Department 16 th Floor Chander Mukhi ,Nariman Point-400021 Tel No: 2202 6428,6638 7777

प्रस्तुतकर्ता/SUBMITTED BY:

ठेकेदार का नाम/NAME OF CONTRACTOR :

पता/ADDRESS :

जीएसटी विवरण/GST DETAILS :

CO/BSD/ARCH/2023-24:

02-06-2023

सिविल कार्य हेतु सभी अहर्ता प्राप्त एवं अनुभवी वेडर्स/ All qualified and empaneled vendors undertaking Civil and Allied Works .

Reg.:- Request for Quotation for Supply and Laying of Tarpaulin over the existing Mangalore tile gable roof and Allied Works Ewart House Building, Tamarind Lane ,Fort, Mumbai -400001

Sealed quotations will be received by the Asst.General Manager, Architect Section ,Business Support Department ,16th Floor ,Chander Mukhi ,Nariman Point ,Mumbai -400021 up to 3:00 p.m. on **12-06-2023** and will be opened on the same day at 3.30 p.m.

नियम एवं शर्तें/ **Terms and conditions:**

1. प्रतिस्पर्धात्मक दर प्रस्तुत करने के पूर्व वेंडर साइट का निरीक्षण करें/ The vendor has to inspect the site before offering the competitive quote.
2. विभाग द्वारा फायनल भुगतान समय पर एवं संतोषपूर्वक कार्य पूर्ण होने के उपरांत किया जाएगा. सभी भुगतान नेफ्ट के माध्यम से किए जाएंगे / The final payment will be made by the Department on satisfactory and timely completion of work. All payments will be made through NEFT.5% o
3. बैंक के पास किसी भी समय बिना कोई कारण बताए अनुबंध रद्द करने/ आंशिक अथवा पूरी तरह परिवर्तित करने का अधिकार सुरक्षित है. यदि कंपनी द्वारा वांछित मानक/मरम्मत/रखरखाव एवं इंस्टालेशन के मानदंड और उल्लिखित समय सारणी का अनुपालन और नहीं किया गया है तो बैंक के पास इंस्टालेशन/रखरखाव आदि के लिए देय राशि से किसी भी राशि तक कटौती/अर्ध दंड लगाने का अधिकार भी सुरक्षित है./ The Bank reserve the right to terminate / modify the contract partly or fully, anytime without assigning any reason whatsoever. The Bank also reserves the right to deduct / forfeit any amount as deemed fit, payable for the installation / maintenance in case the required standards / specification of repairs / maintenance and installations are not kept / maintained and time schedule as laid down is not adhered to by the Company.
4. वेडर को कार्य पूर्ण होने का प्रमाण पत्र प्रबंधक वास्तुविद अथवा बैंक के किसी प्रतिनिधि से जो कार्य को सुपरवाइज़ कर रहा है द्वारा विधिवत हस्ताक्षरित प्रमाण पत्र लेना होगा/ The vendor is also required to get the work completion certificate duly signed by the Architect or any representative of the Bank supervising the work.
5. प्रभारी अधिकारी के विधिवत रूप से हस्ताक्षरित कार्य पूर्ण होने के प्रमाण पत्र सहित इनवाइस की प्रति (जीएडी) विभाग को कार्यालयीन रिकार्ड के लिए प्रस्तुत की जानी चाहिए/The copy of the invoice along with the work completion certificate duly signed by Officer in charge has to be submitted with the Zonal Office (BSD) for the office record.
6. बैंक के पास बिना कोई कारण बताए किसी अथवा सभी निविदा/कोटेशन को स्वीकार अथवा रद्द करने का अधिकार सुरक्षित है/The Bank reserves the right to accept or reject any or all the tenders / quotations, without assigning the any reasons for doing so.

7. निविदा/कोटेशन में दशाई गई दर में सामग्री/मजदूरी/परिवहन इत्यादि शामिल होना चाहिए एवं बैंक इस संबंध में अन्य किसी व्यय के लिए जिम्मेदार नहीं होगा. यह दर निविदा/कोटेशन की प्रस्तुति की दिनांक से 6 माह के लिए वैध होंगी./ The rates quoted in the tender / quotation should include all charges for material, labour, transportation and taxes, etc. and Bank shall not be responsible for any other expenses in this connection. The rates shall be valid for minimum 6 months period from the date of submission of the tender / quotation.
8. निविदकर्ता से अनुरोध है कि वे निविदा फॉर्म पर हस्ताक्षर करें अन्यथा निविदा/कोटेशन रद्द किया जा सकता है/ The tenderer is requested to sign the tender form, otherwise the tender / quotation is likely to be rejected.
9. कोई भी अग्रिम प्रदान नहीं किया जाएगा. बैंक की संतुष्टि के अनुसार कार्य पूर्ण होने पर फायनल इनाइस प्राप्त होने की दिनांक से एक सप्ताह के अंदर भुगतान किया जाएगा/No advance shall be paid. Payment shall be done only on completion of the work to the satisfaction of the Bank with in one week from the receipt of the final invoice.
10. सामग्री को स्टोर करने की जिम्मेदारी वेंडर को अपनी लागत पर करनी होगी/The storing of material shall be the vendor's responsibility at his cost.
11. वेंडर वर्कमेन कंपनसेशन एक्ट, कांटेक्ट लेबर,शॉप एंड एस्टब्लिशमेंट, पॉलिसी ऑफ इंश्योरेंस, फायर इंश्योरेंस सहित सभी लागू लेबर लॉ के अनुपालन के लिए जिम्मेदार होगा. उक्त का दावा किसी भी प्रकार से कभी भी आप इसे बैंक से दावा नहीं किया जा सकेगा/The vendor shall be responsible and liable for compliance of all applicable labour laws including Workmen's Compensation Act, Contract Labour, Shops & Establishment, Policy of Insurance, Fire insurance. At no time shall you claim the above from the Bank.
12. वेंडर को कार्य करते समय इस बात का ख्याल रखना होगा कि परिसर, इलेक्ट्रिकल केबल इत्यादि का नुकसान न हो. यदि कोई नुकसान होता है तो वेंडर को इस आपनी लागत पर ठीक कराना होगा./The vendor shall take care that the work is carried out without causing damage to the premises, electrical cables, etc. Any damage caused shall be rectified by the vendor at his own cost.
13. वेंडर को उसके द्वारा नियुक्त कर्मचारियों की विश्वसनीयता, सद्भाव आचरण एवं ईमानदारी का ध्यान रखना होगा. वेंडर द्वारा अथवा अन्य एजेंसी जानबूझकर अथवा लापरवाही से कार्य किए जाने से होने वाले नुकसान की भरपाई आपको करनी होगी/The vendor shall vouch for safe, bonafide conduct and fidelity of the staff employed by him. Any damages caused willfully or in negligence to the work executed by him or other agencies shall be borne by him.

14. साइट पर कार्य के लिए प्रयुक्त होने वाली सभी सामग्री की निगरानी की जिम्मेदारी वेंडर की होगी/ Watch and ward in respect of all materials / equipment at the site for use in work shall be the vendor's responsibility.
15. रु.2,000 मात्र की बयाना राशि सेन्ट्रल बैंक ऑफ इंडिया के पक्ष में आहरित मांग ड्राफ्ट जो थाइन पर देय हो के माध्यम से जमा की जानी होगी/**Earnest Money Deposit (EMD) of Rs. 2000/- (Rupees Two Thousand only)** is to be paid through DD favoring Central bank of India, payable at Mumbai. MSME Registered Vendors are exempted from EMD and Tender Fees. Relevant Documents to be submitted.
16. कार्य आदेश की प्राप्ति से (02) सप्ताह के भीतर कार्य पूरा करना होगा. इसमें किसी भी प्रकार के विलंब के लिए प्रोजेक्ट की लागत का 1 प्रतिशत प्रति सप्ताह के हिसाब से दंड लगाया जाएगा जो अधिकतम प्रोजेक्ट की लागत के 10 प्रतिशत के अधीन होगा/The work has to be completed within **maximum One (02) weeks from getting** the confirmed work order. Any delay beyond this period will attract a penalty of 1% of the cost of the project per week subject to maximum 10% of the cost of the project.
17. कार्य की पूर्ण होने की दिनांक से 6 महीना तक की गारंटी होगी. बिल की राशि का 5 प्रतिशत बैंक द्वारा 6 महीना की दोष देयता को पूरा करने के लिए अपने पास रखा जाएगा/The work shall be guaranteed for a period of 6 Month from the date of completion. 5% of the bill shall be retained by Bank till the completion of defect liability period of 6 Months.
18. किसी भी कारण से विलंब से प्राप्त एवं ई मेल/टेलीग्राफिक निविदाओं पर विचार नहीं किया जाएगा/ Tenders received late on account of any reason whatsoever and e-mail / telegraphic tenders will not be entertained.
19. प्रत्येक निविदा के साथ निविदा मांग ड्राफ्ट जो पर देय हो के माध्यम से बयाना जमा राशि संलग्न होना चाहिए. निविदाएं जो निविदा की लागत एवं मांग ड्राफ्ट के माध्यम से बयाना जमा राशि के साथ संलग्न नहीं होंगे उन्हें गैर उत्तरकारी मानकर रद्द किया जाएगा/ EMD by Demand Draft payable at Mumbai must accompany each tender and the tenders not accompanied by the Cost of Tender and EMD by Demand Draft are liable to be rejected as NON-RESPONSIVE.
20. बैंक न्यूनतम निविदा को स्वीकार करने के लिए बाध्य नहीं है एवं बैंक के पास किसी भी अथवा सभी निविदाओं को स्वीकार अथवा रद्द करने का अधिकार सुरक्षित है/ The Bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all tenders.
21. कोट की गई दर में बिना बढ़ोत्तरी के कोई बदलाव नहीं होगा एवं 6 माह तक बाध्य रहेगी/The price quoted shall be firm and binding without any escalation whatsoever for six months.

22. (A) तकनीकी एवं दर सारणी अनुबंध । में दर्शाई गई है/ the technical specification & rate schedule is placed at: Annexure-I

भवदीय/Yours faithfully,

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Asst .General Manager

बिल ऑफ़ क्वांटिटि के लिए प्राक्कथन/PREAMBLE TO THE BILL OF QUANTITIES

प्रस्तावित कार्यालय परिसर में प्रस्तावित कार्य निविदा के आवरण पृष्ठ (पृष्ठ नं. निविदा के आवरण पृष्ठ (पृष्ठ संख्या 1) में उल्लेखानुसार करना होगा. प्रस्तावित कार्य की गुणवत्ता में सर्वश्रेष्ठ कारीगरी होना चाहिए। ठेकेदार को यह सुनिश्चित करना चाहिए कि प्रोजेक्ट के लिए सामग्री की सूची में उल्लिखित सामग्री श्रेष्ठ गुणवत्ता की हो.

The work proposed to be carried out at the proposed Office premises as mentioned on the cover page (page no.1) of the tender The quality of work proposed should have **the best** workmanship. The contractor should ensure that only the first quality materials mentioned in the list of material is purchased for the project.

1. कार्य इस तरह से किया जाए कि स्वरूप में कोई गड़बड़ न हो.
The work should be carried out in such a way that the structure is not disturbed.
2. निविदा प्रस्तुत करने से पहले विनिर्देशन में किसी भी अंतर/विसंगति को को प्रभारी इंजीनियर के साथ स्पष्ट किया जाना चाहिए। प्रभारी इंजीनियर को कार्य के दौरान मूल अवधारणा के अनुरूप एक उचित सीमा तक विनिर्देश को संशोधित करने की स्वतंत्रता होगी; निविदाकर्ता को ऐसा कार्य बिना अतिरिक्त लागत के करना होगा.
Any difference / discrepancies in the specification should be clarified with the Engineer in charge before submitting the tender. The Engineer in charge will have the liberty to modify the specification to a reasonable limit to suit the basic concept during the course of work; the tenderer should carry out such work without any extra cost.
3. किसी भी बड़े संशोधन के मामले में ऐसी वस्तुओं को अतिरिक्त मद के रूप में माना जाएगा. ऐसी मदों का भुगतान का इंजीनियरिंग दर / बाजार दर विश्लेषण के आधार पर किया जाएगा. सामग्री और श्रम की कुल लागत का 15% निविदाकर्ता के लाभ के रूप में माना जाएगा.
In case of any major modification such items will be considered as extra items. Payment for such items will be paid based on the Engineering rate / Market rate analysis. 15% of the total cost of material and labor will be considered as tenderer's profit.
4. ठेकेदार को सुचारु कार्य प्रवाह के लिए साइट पर नियुक्त अन्य ठेकेदार के साथ समन्वय करना होगा.

The contractor should co-ordinate with the other contractors employed at the site for smooth flow of work.

NOTE:

The building is occupied by the Bank. The work needs to be carried out as per the instruction of the Bank time schedule. Further, the work needs to be carried in phase wise. The Contractor should prevent the external glazing and the flooring with plastic sheets and P.O.P. sheet respectively.

1. The contractor should obtain necessary permission from the BMC any Government Authority if required along with the security deposit amount, the security amount will be reimbursed to the contractor.
2. The Contractor needs to clean the site on day-to-day basis.

BILL OF QUANTITIES:

Note:

1. Rates to be quoted by the tenderers in the item rate tender in figures and words shall be accurately filled in, so that there is no discrepancy in the rates written in figure and in words. However, if a discrepancy is found between the rate written in figures and rate written in words then the rate which correspond with the amount worked out by the contractor shall be taken as correct.
2. If the amount of an item is not worked out by the tendered, or it does not correspond with the rate written either figures or in words, then the rate quoted by the tenderer in words shall be taken as correct.
3. Where the rate quoted by the tenderer in figures and in words tally but the amount is not worked out correctly, the rate quoted by the contractor will be taken as correct, not the amount.
4. The work needs to be carried out as per the time schedule instructed by Bank.
5. All other office furniture, office equipment, flooring, false ceiling etc. to be cover with plastic sheet or required packing materials
6. Any damages done by the contractor will be recovered from the contractors.
7. Cleaning to be done on day-to-day basis.

SCOPE OF WORK

1. The Successful bidder shall start mobilization and material soon after issue of Letter of Intent, without assigning any reason.
2. The entire erection of bamboo structure including covering with tarpaulin shall be done in 14 days from issue of Work Order. The tarpaulin shade with bamboo structure will be retained and maintained in good condition without any possible damages, leaking.
3. It is requested that agency makes a site visit to know the actual site conditions and to know the scope.
4. The work is to be executed on terraces and balconies hence safety measures for working at height shall be followed.
5. The Workers shall be provided with safety belt, shoe, and helmet while working.
6. The terraces of building's are to be covered with Bamboo structure, firmly braced to adjoining supports, if not available suitable support system has to be created by the agency. Bamboos should not be connected to existing water pipelines which may cause excessive and breaking of pipes. If any damage caused to pipes or walls shall be remedied by the contractor free of cost.
7. The existing buildings, wall, terraces or any other Bank's property shall not be damaged.
8. The bamboo structure shall be erected and strong enough to with stand heavy monsoon and wind during entire period of rainy season and entire period of contract.
9. Providing and fixing Transparent tarpaulin with key hole of at least 120 GSM over the existing Mangalore tile Roof along with nails, ropes and bamboo etc. and labor required to fix the sheet in firm place and without any leakage and cleaning the site as per the instructions of engineer in charge.
10. The work shall be carried out at shown locations where ever required.
- 11. The works done by would be guaranteed for a period of 12months from the date of completion against any defects, if found to be rectified and made good to the entire satisfaction of the Bank at your cost. 10 % of the final completion cost would be retained with bank as security deposit for this period.**

ANNEXURE 1(Financial)

SNO	ITEM & SPECIFICATION	UNIT	QTY	RATE (Rs.)	AMOUNT (Rs.)
1	Providing and fixing Transparent tarpaulin with key hole of at least 120 GSM over the existing Mangalore tile gable roof along with nails, ropes and bamboo etc. and labor required to fix the sheet in firm place and without any leakage and removing the same within 12 months handing over the tarpaulin and cleaning the site as per the instructions of engineer in charge. NOTE: Only Plan area of terrace which is covered will be measured and paid for including projections from building/parapet face.	Sq.ft	10500		
	TOTAL				
	ADD GST as applicable				
	GRAND TOTAL				

(Rupees -----Only)

Signature of the Tenderer/s

Date:

With the Seal of the Company

Place:_____

Confirmation of Acceptance of Tender terms and conditions

(To be signed by the bidder)

We have studied the terms and conditions of Tender Enquiry including General and Special terms and conditions, the specifications, lay-out drawings, Schedule of Quantities, Commercial terms and conditions, Approved Makes, etc.

We are accepting all terms and conditions of the Tender without any deviation.

Offer with any deviations from the Tender Enquiry are likely to be rejected.



We also understand that the order / s will be placed in the name of principals only and not in the name of their dealer/s. Our quotation is based on the above.

Date : _____

**SIGNATURE OF TENDERER
WITH RUBBER STAMP
DECLARATION**

I / We hereby declare that I / We have read and understood the Terms and Conditions of the contract, Specifications, Drawings, and Schedule of Quantities etc. and hereby agree to abide by them. In token thereof, I / We have signed below and at the end of the Schedule of Quantities, failing which the tender is liable to be rejected.

I / We understand that our Tender will not be considered if the rates for items are not written both in FIGURES and WORDS.

I / We hereby confirm that only the relevant entries asked for, have been made within the Tender documents issued to us. I / We also confirm that in the event of any entry in this Tender document other than the relevant entry or condition shall make this Tender invalid.

Date: _____

**SIGNATURE OF TENDERER
WITH RUBBER STAMP**