



**STATE BANK OF TRAVANCORE**  
(Associate of the State Bank of India)  
REGIONAL OFFICE : : MUMBAI

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**DGM's SECRETARIAT**

No: DGM / MUM / ENGG

Date:

Dear Sir

**TENDER INVITATION LETTER**

**SUB: SHORT TENDER NOTICE FOR INTERIOR FURNISHING AND ALLIED WORKS AT OUR KHARGHAR BRANCH**

Tenders are invited for the captioned work as per bill of quantities, instructions to tenders and drawings enclosed from contractors who are executing the similar works with Public sector Banks. You are invited to quote for the work subject to the conditions stipulated in the enclosures.

Kindly study the enclosures **carefully** before submitting quotations. **All enclosures including this covering letter should be signed and returned by the tenderer.**

Tenders should be submitted to the Deputy General Manager, State Bank of Travancore, Regional Office, 4<sup>th</sup> Floor, LIC Jeevan Seva Annexe, S V Road, Santacruz West, Mumbai - 400 054 in sealed covers super scribed with "Tender for (Name of work) on or before **07.07.2010 at 15.00 Hrs.** The tenders so received **will be opened on the same day i.e. 07.07.2010 at 15.30 hrs.** The name and address of the tenderer also be written on the cover.

**The right to accept or reject any tender / all tenders is reserved by the undersigned.**

Enclosures:-

Pages:-

1. Instructions / Specifications
2. Drawings

**DEPUTY GENERAL MANAGER  
REGIONAL OFFICE : MUMBAI**

**Signature of Contractor**



**STATE BANK OF TRAVANCORE**  
**(Associate of the State Bank of India)**  
**REGIONAL OFFICE : : MUMBAI**

**SUB: INTERIOR FURNISHING AND ALLIED WORKS AT OUR KHARGHAR BRANCH**

**TENDER CONDITIONS:**

1. Sealed Tenders for the above mentioned work should be submitted on or before **07.07.2010 at 3.00 PM** subscribing the envelopes **“INTERIOR FURNISHING AND ALLIED WORKS OF KHARGHAR BRANCH”** and addressed to:

The Deputy General Manager,  
State Bank of Travancore  
Regional Office,  
4<sup>th</sup> Floor, LIC Jeevan Seva Annexe,  
Santacruz West,  
Mumbai – 54

The tenders will be opened on **07.07.2010 at 3.30 PM** in the office of the Deputy General Manager, Regional Office, Mumbai – 54, by the Deputy General Manager or his authorized representative in the presence of the Tenderer or their authorized representatives should they choose to be presented.

2. Intending Tenderer shall pay as Earnest Money a sum of **Rs. 12,300/-** (Rupees Twelve Thousand Three Hundred Only) by a Demand Bank Draft drawn in favour of **“State Bank of Travancore”**, payable at Mumbai. A Tender, which is not accompanied by such, a Demand Draft will not be considered. The Earnest Money will be returned to the unsuccessful Tenderers without any interest after finalization of contract with the successful Tenderer. EMD in any other form (such as fixed deposit receipts or Bank Guarantee or Cheque) will not be accepted and such of those Tender, which do not comply with this clause, will be rejected.
3. EMD shall be forfeited if a Tenderer withdraws his Tender during the period of validity of his Tender. In case of successful Tenderer if he fails to accept the offer within 5 days from the date of award if he refuses / delays to sign and execute the contract, the EMD shall be forfeited.
4. In event of acceptance of tender, the successful Tenderer is required to deposit 2.0 % of the contract amount as Initial Security Deposit (less EMD already paid) within seven days from the date of receipt of intimation of acceptance of tender. The ISD will form part of the Security Deposit and shall be released after the completion of work satisfactorily and after finalisation of the final bill. Retention Amount @ 10% of the work amount

**Signature of Contractor**

shall be deducted from every interim payment and the final bill payment, which will be released after the satisfactory completion of '**Defect Liability Period**' specified. Any defects notified by the Bank during this period shall be rectified / replaced by the Contractor at no extra cost to the Bank. No interest shall be paid for the above deposits [ie; ISD and Retention Amount] during the defect liability period or during any extended period in which the deposits are with the Bank.

5. The Tenderer who's Tender is accepted shall commence the work within 3 days from the date of award of work order.
6. The Tenderer shall pursue carefully the Bill of Quantities and related drawings, before pricing the Bill of Quantities. The Tender drawings should be returned with the Tender duly signed on all prints in token of acceptance of the conditions.
7. The Bank/Architect reserves the right of altering and / or amending the drawings and scope of work by additions or alterations or omissions or without assigning any reason therefore
8. The quoted rate shall remain valid till the completion of work and no claim for escalation will be entertained under any circumstance
9. The entire work should be completed within 45 Days, commencing from 1<sup>st</sup> day of the date of letter of intent or from the date of handing over of the site, whichever is later
10. The quantities set out in the Bill of Quantities are approximate and indicative only and may vary. All the items covered in the Bill of Quantities will be paid for actual measurements taken during the work and at the time of final completion of work
11. All the items shall be measured net as finished and the rates quoted by the Contractor shall include for all cuttings, wastage, breakage's etc. Tenderers must include in their rates, sales tax, Excise duty, Octroi, and other taxes & duty levied by the Central Government or local authority and sales tax on works contract if applicable
12. Terms of Payment
  - (a) The minimum value of work for interim / R.A. bill will be **Rs. 3,00,000/-** (Rupees Three Lakh Only )
  - (b) 10% of the value of the work done will be withheld as Retention Money from each running account bill until the retention money and security deposit amounts to 10% of the contract value as a further security for the due fulfillment of contract. The Retention

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money along with security deposit shall be released after the defect liability period of 1 year from the date of virtual completion or 2 months from the date of rectification of defects lastly carried out, whichever is later. Security deposit / Retention money shall not bear any interest.

(c) 75% of the cost of imperishable materials brought to site inclusive of interim payment or 60% of value of the respective item of work quoted whichever is less will be considered for advance against materials along with the R.A. Bill after physical verification at site by the Bank Engineer, subject to the submission of invoice for the material and submission of undertaking as per Bank's Proforma. This amount will be recovered in full from the next R.A. Bill.

13. The contractor shall take adequate cover under workmen's compensation act and also take insurance cover against third party injury, fire, riot, civil commotion etc. within the rates and value should also take insurance for the whole of work under CAR policy
14. Water and Power required for execution of work will be provided free of cost at one point only and not for items that are to be manufactured / fabricated from outside. Conveying of water and power to actual site will be contractor's responsibility.
15. Only the service staircase shall be used for movement of materials and labour. Contractor shall take steps to clean of any debris / dust caused by aforesaid movement. Contractor shall also ensure that the place of work is kept clean after day's work by removing debris out of the site as well as out of the premises. At no point, main staircase use / main lift will be permitted for use of the contractor for their own services.
16. The price of all extra / substitute items will be worked out on the basis of rates quoted for similar items in the contract wherever existing or an engineering rate analysis based on prevalent fair price of labour, material and other components as required with addition of 15% (Fifteen percent) towards contractor's profit and overheads
17. The rate quoted shall be firm throughout the tenure of the contract (including extension of time, if any, granted) and will not be subject to any fluctuation due to increase in the cost of materials, labour, Sales tax, Octroi, etc. including sales tax on works contract and no extra will be paid
18. The Tender for works shall remain open for acceptance for a period of 20 days from the date of opening of Tender. If any Tenderer withdraws his Tender before the said period, then the Bank shall be at liberty to forfeit Earnest Money Deposited along with the Tender

**Signature of Contractor**

19. The bank reserves the right to accept or reject lowest any or all Tenders without assigning any reason thereof.
20. The contractor shall not without the written consent of the Bank assign the contract or sublet any portion of work
21. If the contractor fails to complete the work within the specified time, liquidated damages at the rate of Rs.1000/ Day (Rupees One Thousand per day) will be levied.
22. The Security Deposit and the Retention Money retained by the Bank will be forfeited if the contractor
  - Assigns the contract without the written consent of the bank
  - Fails to show satisfactory progress as per the approved time schedule
  - Fails to comply with any of the condition of the contract

23. TERMINATION OF CONTRACT BY BANK

If the contractor being a company go into liquidation whether voluntary or compulsory or being a firm shall be dissolved or being an individual shall be adjudicated insolvent or shall make an assignment or a composition for the benefit of the greater part, in number of amount of his creditors or shall enter into a Deed of arrangement with his creditors, or if the Official Assignee in insolvency clause available in RBI civil works Tender may be adopted shall repudiate the contractor if a Receiver of the contractor's firm appointed by the court shall be unable, within fourteen days after notice to him required him to do so, to show to the reasonable satisfaction of the Bank that is able to carry out and fulfill the contract, and is so required by the Bank to give reasonable security therefore, or if the contractor shall suffer execution to be issued, or shall suffer any payment under this contract to be attached by or on behalf of and of the creditors of the contractor, or shall assign, charge or virtual completion clause to be added, encumber this contract or any payments due or which may become due to the contractor within three clear days after the notice shall have been given to the contractor in manner hereinafter mentioned requiring the contractor to observe or perform the same or shall be use improper material or workmanship in carrying on the works, or shall in the opinion of the Bank not exercise such due diligence and make such due progress as would enable the work to be completed within due time agreed upon, and shall fail to proceed to the satisfaction of the Bank after three clear days notice requiring the Contractor so to do shall have been given to the Contractor as hereinafter mentioned, or shall abandon the contract, then and in any of the said cases, the Bank may notwithstanding previous waiver determine the contract by a notice in writing to the effect as hereinafter mentioned, but without thereby affecting the powers of the Bank of the

**Signature of Contractor**

obligations and liabilities of the Contractor the whole of which shall continue in force as fully as in the contract, had not been so determined and as if the works subsequently executed had been executed by or on behalf of the contractor (without thereby creating any trust in favour of the contractor) further the Bank or his agent, or servants, may enter upon and take possession of the work and all plats, tools, scaffolding, sheds machinery, steam and other power, utensils and materials lying upon premises or the adjoining lands or roads and sell the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the works or by employing any other contractors or other persons or person to complete the works, and the contractor shall not in any way interrupt or do any act, matter of thing to prevent or hinder such other contractors or other persons or person employed from completing and finishing or using the materials and plats for the works when the works shall be completed, or as soon thereafter as conveniently may be, the Bank shall give notice in writing to the contractor fail to do so within a period of 14 days after receipt by him the Bank may sell the same by Public Auction and shall give credit to the contractor for the amount so realized. Any expenses or losses incurred by the Bank in getting the works carried out, by other contractors shall be adjusted against the amount payable to the contractor by way of selling his tools and plats or due on account of work carried out by the contractor prior to engaging other contractors or against the Security Deposit

24. Insurance against injury to Persons and Property:

Without prejudice to his liability to indemnify the Bank under these conditions, the Contractor shall maintain and shall cause any Contractor to maintain:

Such insurance's as are necessary to cover the liability of the Contractor or as the case may be such Contractor, in respect of personal injuries or deaths arising out of or in the course of or caused by the carrying out of the work; and Such insurance's as may be specifically required by the Contract Bills in respect of injury or damage to property movable or immovable arising out of or in the course of or by reason of the carrying out of the work, and caused by any negligence, omission or default of the Contractor, his servants or agents or, as the case may be of such Contractor, his servants or agents.

The Contractor shall produce or cause any Contractor to produce for inspection the relevant policy or policies of insurance together with the receipts in respect of premiums paid under such; policy or policies as and when required so to do by the Architect / Bank provided always that as and when may be reasonably required by the Architect / bank the production by either the Contractor or any Contractor of a current certificate of insurance from the company or firm which shall have issued the policy or policies aforesaid shall be a good discharge of the Contractor's obligation to produce or to cause the production of the policy or policies and the receipts in respect of premium paid

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The Contractor shall maintain in the joint names of the Bank and Contractor such insurance's as may be required in respect of any expense, liability, loss, claim or proceedings which the Bank may incur or sustain by reason of injury or damage to property real or personal arising out of or in the course of or buy reason of the carrying out of the work, and caused otherwise than by the negligence, omission or default of the Contractor, his servants or agents or any Contractor, his servants or agents. Any such insurance as is refereed to in the immediately proceedings paragraph shall be placed with insurers to be approved by the Architect and the Contractor shall have to deposit with him the policy or policies and the receipts in respect or premiums paid for the scrutinizing of the Architect. Should the Contractor or any Contractor make default insuring or in continuing to insure as provided in this clauses of this conditions the Bank may himself inure against any risk with respect to which the default shall have occurred and may deduct a sum equivalent to the amount paid in respect of premiums from any monies due to or become due to the Contractor

25. All disputed and difference of any kind whatsoever arising out of or in connection with the contract, whether during or after completion of contract will be settled amicably in a sprit of co-operation and the bank's decision which shall be final on all such matters shall be binding on the contractor

26. Performance Guarantee

It is very much essential that the work have to be completed within the stipulated time period.

Contractor should provide a Performance Bank Guarantee for Rs. 20,000/- from a Nationalized Bank towards the completion of the work within the stipulated period from the 1st day of the award of the work or within the authorised extension of time. In case of failure to fulfill the completion of work within the stipulated period and authorised extension of time, in addition to the penalty clause as specified in the clause of the Conditions of Contract. The Bank shall encase performance guarantee. The draft of the guarantee proforma will be as drafted by the State Bank of Travancore. The successful Tenderer should furnish the Bank Guarantee within a period of one week from the date of issue of letter of advice of Bank about selection. On receipt of the Bank Guarantee the letter of sward of work will be issued. The format of Bank Guarantee will be give by Bank. The performance Bank Guarantee should be valid for a period of 3 months beyond the date of stipulated completion

Place :  
Date :

**Signature of Contractor**



**STATE BANK OF TRAVANCORE**  
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**SUBJECT: INTERIOR FURNISHING AND ALLIED WORKS AT OUR KHARGHAR BRANCH**

**SPECIAL CONDITIONS:**

1. Any inconsistent deviation is found while one execution between the specification and the drawings it is to be expressly noted that the specification prevail well and supercede the drawings.
2. The Tenderer is required to inspect the site of work and ascertain for himself site conditions, facilities available and other aspects before quoting for the work. The Tenderer is also required, before quoting to carefully pursue the Bill of Quantities, the Tender drawings ad connected details so as to understand clearly the scope and intent of the BOQ. Any claims by the successful Tenderer at a later date on account of his failure to comply with the above instructions will not be entertained
3. The Tenderer should note that he should execute his part of work without causing any damage to any component of the building and also without disturbing the existing occupants during their office hours. Any damage so caused shall be made good at the cost and risk of the Interior Contractor
4. The Tenderer should not that the Tender drawings and other documents describing each item in the schedule are only indicative in nature and cannot be taken as complete in detail and finished. Being Tender for interior works which calls for workmanship and finish including use of good quality materials of high standard, it is expected that Tenderer should understand the intent of the Tender drawings and specifications and provide for matters, workmanship, finishes and accessories appropriately so as to deliver the product of high standard in keeping with the function for which the furniture is specified. No claim from the contractor at a later date will be entertained for his failure to understand this condition. The decision of the Bank in respect of the quality of material, type of work, workmanship, finish etc., shall be final and binding on the Contractor. The Contractor's claim for not providing in his Tender for such materials, workmanship and finish cannot be entertained
5. Bank reserve the right to insist on selection of material, workmanship, detailing and finishes, which they consider, are appropriate, and suitable for the intended use. The Contractor is not eligible to claim for extra on this account.

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6. Bank reserve the right to insist on proto-type to be made for each item of work for approval before starting the full-fledged manufacture of each type of furniture
7. Bank reserves the right to suggest or make modification at the proto-type stage, which the contractor shall comply with and within the quoted rates
8. Bank will require the contractor to produce samples of all materials, accessories / finished prior to procurement / manufacture. Failure to comply with these instructions an result in rejection of the works
9. Whole work including furniture shall be guaranteed or a period of one year from the date of acceptance by the Bank covering materials, workmanship and finish. Any defects or shrinkage, warping or other forms of deterioration shall be made good by the contractor at his own cost within the defects liability period, immediately on being informed of such defects. Failure to comply will entail the Bank, to unilaterally decide on getting the repair done through other agency at the cost and risk of the contractor
10. The contractor should use only the best material. Teakwood or other timber specified should be of the best quality, free of defects of any kind. All plywood, particleboard, veneer, laminate etc., shall comply with respective I.S. Standard. Any defective material not meeting with the standard shall be replaced at the contractor's own cost.
11. All the timber for the work should be treated with anti-termite/wood preservative treatment as per manufacturer's specification before placing in position with the quoted price and elsewhere is required
12. Samples of the materials for the work shall be got approved by the Bank Engineer
13. One number of each item of the Schedule of quantities hall be made first and got approved before proceeding with remaining quantity of items of works
14. The Tenderers shall prepare to produce samples when called for before consideration of the Tender further at his own cost and responsibility and without liability on Bank. The quoted rates shall include for all material, labour, scaffolding furniture fittings including hardware fittings, accessories of matching type with the main furniture, transport to site
15. The electrical items of work shall be got executed through an agency who is holding "A" grade License
16. The dimensions provided in the schedule as well as in drawing are likely to vary slightly according to the size of space available in the area where they are to be

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provided or place. Bank has the right to slightly modify the dimensions of items to suit the site and no claim therefore shall be made by the Contractor

17. Wherever decorative plywood veneer is specified it must be ensured that the plywood veneer shall be of matching veneer and grains and of uniform colour. Bank shall have the right to reject if the above specification is not adhered to. Wherever polishing is specified it shall be of high quality of melamine finish, sprayed or hand applied, to high gloss / Matt as specified at site and as directed. Melamine shall be of approved color and shall be carried out in strict accordance with the manufacturer's specifications. If, at the time of handing over any scratches or deterioration of the finish if observed, Bank shall have rights to insist application of another coat without extra cost. All hardware shall be of high quality brass oxidized / polished brass fittings finish of approved make and conforming to IS specifications. Samples of hardware fittings shall be shown to the Bank in advance and approval obtained before procurement
18. In all cases measurement will be made on net items in complete shape as manufactured, supplied and installed. Wherever areas are furnished in square meter, for items such as carpet, vertical blinds, curtains. Etc. payment will be made on actual area laid to suit the shape and size of the room. The Tenderers should note that all cutting wastage, stitching, jointing and several special features such as pleats, overlaps, hem, etc. shall be absorbed by them within the quoted rates and no separate payment will be made for the above and similar items. The partition will be measured on Square Meter basis on visible area (i.e. below the false ceiling portion) however the supported frames should be provided and anchored into the ceiling. The frames should be covered with 6 mm thick plywood above false ceiling within the quoted rate
19. The successful Tenderer shall make cut-outs for tube lights, spotlights, duct doors, for specified size, gill etc. in the false ceiling including providing additional supports around cut-outs and also the support from the ceiling within the quoted price. Actual "seen" surface plan area and vertical will be measured and paid for. The cut-out area each more than 0.50 Square Meter will be deducted from the actual "seen" Plan area measurement
20. The successful Tenderer shall provide Brass oxidized hardware fittings of approved quality having ISI mark as listed below. The make of hardware are given against each of them. Samples of all Hardware fittings shall be got approved by the Bank Engineer well in time, before procurement
21. List of materials of approved make having ISI mark / manufacturers are as follows
  - Note: All materials shall be of the 1st quality and ISI marked
  - Wherever contractor proposed to use equivalent makes (i.e. other than Specified), the same shall be done after prior approval of the Bank. Any

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additional expenditure and time due to this shall be solely on contractor's account and no claims whatsoever shall be entertained, in this regard

**LIST OF MATERIALS**

Sl.	Material	Make	Size / Thick
1	Granite		18-20 mm
2	White Marble strip		18-20 mm
3	White Marble Inlay		18-20 mm
4	Kotah stone		18-20 mm
5	Ceramic wall tile	Nitco, johnsons (Rishikesh)	8 - 12 mm
6	Ceramic Tile / Vitrified Tile	Nitco / Restile / Kajaria / Regency/ Spartek / Johnson	8 - 12 mm
7	Granite Tile adhesive	Roff / Fosroc / Bal silverstar	
8	Poly carbonate sheet	GE Lexan 'Margard'	9.5 mm
9	Stainless steel Hammer tone finish	Salem stainless steel	1 mm Grade 304
10	Gyp board	India Gypsum	12.5 mm
11	Metal Ceiling	JC Industries / Armstrong Hunter Douglas	
12	Paints	Asian / ICI / J&N / Berger / Nerolux	
13	Cement	L&T / Coromandel or other approved make	
14	Melamine Polish	Asian / Berger / ICI	

Teakwood - Best quality teakwood, free of sapwood and other flaws and properly seasoned.

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Hardwood - Best quality hardwood - Unnam, Jack, Anjali, Thembakom or equivalent as approved by the bank.

Plywood / Block board - National Plywood Industries, Calcutta, Kitply, TPI, Karnataka Plywoods, Syeen, Kohinoor, Victory, Green ply or equivalent ISI Mark

Laminated Sheet - Neoluxe India Ltd, Decolite, National Laminations, Greenlame(1mm thick) or equivalent ISI mark.

Locks - Godrej

Adhesive - Fevicol

Flooring Tiles - Kajaria, Naveen, Spartak.

Paints - Asian Paints, Jenson & Nicholson, ICI, Duco, Supersnow

Particle Board - 'Novopan' - Exterior Grade

Aluminium Sections - Indal / Jindal

Glass - Saint Gobain, Modi – float

Veneer - Euro, Green ply

22. The successful tender should make sure that they should protect their materials and hand them over in good shape to the Bank satisfactory. At the time of handing over any damages, Scratches, dents or such defects shall be got rectified as directed without any extra charge by the Contractor to the satisfaction of the Bank
23. The successful Tenderer should protect all other agencies work such as flooring, electrical work, aluminium windows / doors, lifts, staircase hand rail etc., The interior contractor shall be responsible for final clearing of the floor, walls, etc. before handing over
24. The successful Tenders shall include in the quoted price towards all civil works such as chasing wall, drilling holes etc. to support the frames, partition, ceiling frames and make the surface good after grouting etc
25. Neat House – Keeping at all shapes of work is the responsibility of the Successful Tenderer, who shall also ensure that removal of debris, wood shaving, waste materials etc. form the site at their own cost and the same should be organized at regular basis
26. The successful Tenderer shall also be responsible for safety and security of all their materials and also for ensuing fire prevention steps are taken at all times in the working premises including their part of work
27. Non-compliance of the above special conditions will entail summary rejection / dispensing with the contract at any stage of progress of works
28. The successful Tenderer should ensure that the co-ordination between all the service agencies like Electrical, HVAC, & Fire fighting system will be maintained without causing any delay to their progress of work

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29. The successful Tenderer should arrange for laborer's accommodation from outside the premises at his own cost
30. The work has to be carried out in Phases without disturbing the working in the Banking Hall. Necessary Barricading of the area of the work from rest of area shall have to be arranged by the Contractor at no extra cost
31. The Contractors also have to subject themselves to the security restriction imposed by the Bank

Place:

Date:

Signature of Contractor

**Signature of Contractor**

## **MODE OF MEASUREMENTS:**

### 1. Flooring work:

The work mentioned in this section shall be measured in Square Meter and shall be priced per unit of Square Meter. In all flooring work, the tiles, slabs shall be touching the walls and go well under the plaster, but the measurements shall be the clear measurements of the rooms or areas when finished. No allowance shall be made for portions going under the plaster. The floor area will be measured fully for the all the design floor including inlays, strip laying ad all other related laying work

## **TECHNICAL SPECIFICATIONS**

### **MATERIALS**

GENERAL: The following specifications shall govern the items of work covered under this Contract. For works and supply of materials not covered by these specifications, the IS specifications for the respective works of materials shall apply and the contractor if bund to execute / supply such items if conformity with these specifications at though such standard specifications from part of this contract specifications

#### 1.1 Materials – General Requirements

- 1.01. Materials and fixtures shall comply with the respective I.S. Specifications and of the best quality available in the Indian market.
- 1.02. The Employer shall be approved samples of al materials before placing orders and the approved sample shall be deposited with the Employer. For enabling approval three available samples of class A or most superior quality with source and identification marks, must be submitted to the Employer sufficiently early
- 1.03. In case of non-availability of materials in metric sizes the nearest size F.P.S. units shall be provided with the prior approval of the Employer for which either extra will be paid nor any rebate shall be recovered
- 1.04. If directed, materials shall be tested in any approved Testing Laboratory and Test Certificate in original shall be submitted to the Employer and the entire charges connected with testing, including charges for repeated tests, if ordered shall be borne by the Contractor
- 1.05. It shall be obligatory for the Contractor to furnish certificate if demanded by the Employer from manufacturer or the material supplier, that the work has been carried out buy using their material and as per their recommendation

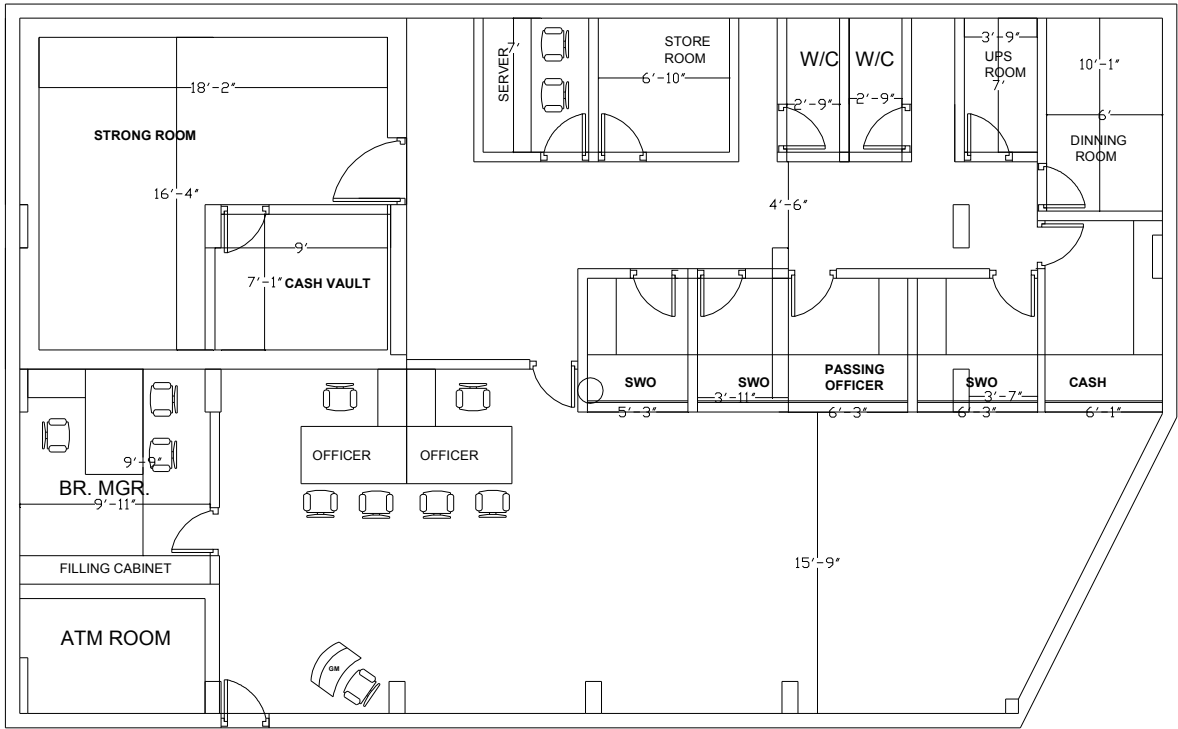
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- 1.06. All materials supplied by the Contractor shall be properly stored and the Contractor shall be responsible for its safe custody until they are required on the works and till the completion of work
- 1.07. All facilities including necessary labour for carrying on field tests / on materials shall be; provided by the Contractor without any extra cost.

**HOUSE KEEPING:**

The Contractor is bound to keep the premises of the site in a clean manner. Littering of materials, rejection of concrete in an unsightly manner, storing of materials in important places, obstruction of traffic etc., are some of the instances that should be kept in mind and avoided. Proper surface drainage of rainwater and wastewater should be ensured in the premises to avoid stagnation resulting in lack of hygiene. The contractor should plan the storage of materials and utilization of available area in the best manner possible. Containers, water supply system, bathrooms, street lamps, Contractor's sheds in the site, lunch rooms, collection and disposal of waste and packing materials etc. should all be planned and put into practice effectively. Waste bins should be provided at suitable points, effectively put to use and a Personnel Manager who shall watch and control to ensure proper house cleaning. Necessary consciousness should be brought home to all the staff and laborers through notices, instructions, circulars and personal education. The Contractor must comply with any orders in this regard of the Employer

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# KHARGHAR LAYOUT

Signature of Contractor

**INTERIOR FURNISHING SPECIFICATION FOR SBT KHARGHAR BRANCH**

**Estimate**

<b>SI. No.</b>	<b>PARTICULARS</b>	<b>UNIT</b>	<b>QTY</b>	<b>RATE</b>	<b>AMOUNT</b>
<b>1</b>	<b>FALSE CEILING (Gypboard)</b>				
	Providing and fixing Gypsum false ceiling as per India Gypsum specification for ceiling with drops as per drawing including of providing and fixing G. I. Frame work as per specification of India gypsum at a distance of 2' 0" c/c both ways complete with 12.5 mm board and all necessary perimeter channels etc. No extra payment will be made for the cutting of light points, stain glass, cove lighting, etc. The measurement will be taken in one level, rate should include the drops also, no extra amount will be paid for the drops. The joints to be properly mended with paper tapes and gypsum compound all complete. The rate should include the full completion of the ceiling. At the time of handling over the site all necessary repairing work to be considered if required. The work to be completed as per specification, approval of the Engineer. No drop ar design (if any) will be considered as extra measurement, it will be considered as	SFT	2000		
	<b>FIXED FURNITURE</b>				
<b>2</b>	<b>PARTITION</b>				
	Providing and fixing partition in position as per design with 2" x 2" teak wood finished section frame work @ 2' 0" c/c both ways screwed to the floor and ceiling with M.S. Cleats and to be treated with anti termite oil. The measurement will be taken upto the false ceiling visible height in case of full height partition. The frame work will be claded with 12mm thick marine plywood both sides and to be finished with approved 1mm thk laminate (color as approved by the engineer) as per design with adhesive. Extra frame work to be fixed for fixing glass. In the glazed partition 10mm thick etched glass with sand blusting/granular blasting to be provided duly fixed with D section/wooden lipping duly polished/MS cleats all complete. The work to be completed as per design approval of the Engineer.				
<b>A</b>	<b>PARTLY GLAZED PARTITION</b>				
	PARTLY GLAZED FULL HT. PARTITION	SFT	300		
	PARTLY GLAZED LOW HT. PARTITION UP T	SFT	370		
<b>B</b>	<b>BLOCKED PARTITION</b>				
	FULL HT. BLOCKED PARTITION	SFT	350		
<b>C</b>	<b>FULLY GLAZED PARTION</b>				
	FULL HT. GLAZED PARTITION WITH TOUGHNED GLASS	SFT	450		

3	<b>DOORS</b>				
	<p>Partly glazed door with 8mm thk etched glass with granular blasting/sand blasting as per design of the Engineer to be fixed with necessary mouldings.</p> <p>core flush door finished with lippings in all side with necessary door (brass) hinges, cylindrical locks (golden, godrej), door closer, door stoppers, door handles (both sides), etc with a frame work of beech wood size 75mm x 62.5mm with necessary hold fast fixed to the wall/partition. 4mm thk veneer to be fixed on both sides duly finished, edges to be finished with beech wooden lippings. a wooden moulding size 1 1/2" x 1/2" to be provided all along the periferi of the frame work in both sides. All the wooden area to be duly polished as per specification of the Engineer. In case of Partly glazed door 8mm thk etched glass with granular blasting/sand blasting as per design of the Engineer to be fixed with necessary mouldings.</p>				
A	Partly glazed door with etching				
	6' x 3'	No	5		
B	Full ht. blocked door.				
	6' x 3'	No	2		
	Low ht. blocked door with glass panel				
	4' 6" x 2' 6"	No	6		
C	Main Entrance Door				
	5' 6" x 6'	No	1		
4	<b>CASH COUNTER/TELLER</b>				
	<p>counter made out of 19mm plywood as per design cladded with 1mm thk. laminate &amp; the edges to be finished with necessary wooden lippings, mouldings, etc. Special 6" drawer to be made for cash with dividers of 12mm plywood. The front of the drawer made out of 19mm block board finished with 4mm veneer, sides 12mm plywood &amp; bottom to be made of 10mm plywood. The inside &amp; the sides of the drawer to be enamel painted. The drawers &amp; shutters to be provided with necessary drawer sliding channels, hinges, locks etc. A leg rest to be provided made out of 3' x 1.5" beech wooden section duly polished. inside of the unit to be enamel painted in the matching tone. All visible areas on the edges to be covered with wooden lippings, moulding with natural polish. Wire manager, CPU trolley, keyboard tray, tea tray to be provided. 3" skirting to be provided with natural polish/laminates in all visible areas. The work should be completed as per specification.</p>	NOS	1		

5	<b>SIDE UNIT/ Credanza</b>				
	<p>Providing &amp; fixing side unit / back unit made out of 19mm plywood finished with 1mm thk. laminate in all exposed areas. The drawers to be made out of 19mm plywood in the front cladded with 1mm thk laminate, sides to be made out of 12mm plywood &amp; bottom made out of 10mm plywood duly painted in matching tone &amp; it should play on drawer sliding channels. The shutters to be made out of 19mm block board &amp; should play on drawer sliding castors on powder coated channels. The necessary locks, handles, etc to be provided. 3" skirting to be provided duly polished/laminated as per matching tone all along the visible areas. Inside of the unit to be enamel painted in matching tone. All the exposed edges of the boards / plywoods to be</p>	SFT	80		
6	<b>STORAGE</b>				
	<p>Providing &amp; fixing full height storage made out of 19mm plywood finished with 1mm thk laminate in all exposed areas. The drawers/shelves to be made out of 19mm plywood in the front cladded with 1mm thk. laminate, sides to be made out of 12mm plywood &amp; bottom made out of 10mm plywood duly painted in matching tone &amp; it should play on drawer sliding channels. The shutters to be made out of 19mm plywood &amp; should play on drawer sliding castors on powder coated channels. The necessary locks, handles etc to be provided. 3" skirting to be provided duly polished/laminated as per matching tone all along the visible areas. Inside of the unit to be malamine polished. All the exposed edges of the boards/plywoods to be covered with wooden lippings/mouldings duly polished all complete. The work to be completed as per approval &amp; specification of the engineer.</p>				
	Full height storage	SFT	200		
	Low ht (2'-6") storage	SFT	50		
	Wall Hung Storage (3'-6" Ht.)	SFT	50		

	<b>LOOSE FURNITURE</b>				
7	<b>SWO &amp; PASSING OFFICER Tables/ Workstations ( 5' 6" X 3')</b>	NO	4		
	Providing and supplying table (2'-6"Ht.) for officers, SWO's, Managers, Cashier etc to be made out of 19mm thk. ply with 1.0 mm thk. approved laminate finish to the table externally and 0.8mm thk laminate to all the internal surfaces. The top of the table to have t.w. moulding all around as per the directions and instructions. The table to have wooden/heavy duty keyboard tray on roller/sliding channels, heavy duty CPU trolley. The table shall be provided with an additional drawers (three nos) of 5" for keeping cash as required on site as per instructions. The necessary hardware such as heavy duty automatic locking system operable with single key for all the three drawers, ball catches, foot rest, locks, handles, necessary hardware etc complete. Necessary opening for electrical/computer wiring to be provided as per the drawing and instructions of the bank. Elevation of the table shall be as directed by bank on site. All tables will have 18mm thick black granite top finished to neat finish and the edges rounded off.				
	The rate shall include the drawer unit with 3 nos of drawers and 1 no of tray to be mounted on castors to be made out of commercial ply and finished with 1.0mm thk laminate externally & 0.8mm thk A ledge in the system room width up to 27" has to be done with the same specifications but front up right glass, front enclosure (leg room front) not required less shall be paid less over the quoted rate for this item.				
	laminate internally including the necessary hardware etc complete. The rate shall also include nylon buffers between the ply & finished floor.				
7.1	<b>12MM GLASS ON COUNTERS.</b>	SFT	90		
	Providing and fixing in position 12mm thick good quality glass made to shape of curved or straight pattern and fixing with best quality D type brackets to the low height partitions on counters and cash counter. Cash counters will have this 12mm glass above the level of 750mm ht of low height partitions. Where beading is required, it should be white cedar of approved and suggested model and make. The glass should have itching / film pasting / 3m film / one way vision film with write ups as suggested.				

8	<b>OTHER TABLES</b>				
	<p>Providing &amp; fixing tables made out of 19mm thk BWP block board of approved make cladded with 1mm thk.laminate (color as approved by Engineer) &amp; the edges to be finished with necessary wooden lippings, mouldings, etc. as per design in all visible areas. The drawers to be made out of 19mm thk block board duly laminated in the front sides to be made out of 12mm BWP plywood &amp; bottom to be made out of 6mm BWP plywood &amp; it should play in drawer sliding channels. The inside of the drawer &amp; the table to be duly malamine polished. A leg-rest to be provided duly polished made out of 19mm thk BWP plywood. A shutter to be made by 19mm BWP Block board cladded with 1mm laminate. The necessary locks handles to be provided in each drawers &amp; shutters. 3"x1/2" wooden skirting to be provided in all visible areas duly polished/laminated. On top of the table 12mm</p>				
	<p>The table should have wooden/ply keyboard tray &amp; tea tray duly finished with 1mm laminate. The necessary wire managers to be provided on the tables &amp; provision for lights to be kept if required in the front. A metal CPU trolley to be provided everywhere with a provision of castors to be provided and fixed as per design including the raised level &amp; perforations. The work to be completed as per design &amp; approval of the Engineer.</p>				
A	BRANCH MANAGER TABLE (5' 6" x 3')	NO		1	
B	OFFICERS (5'-6" x 3')	NO		2	
C	MAY I HELP YOU/CIRCULAR TABLE (6' x 3')	NO		1	
D	SERVER ROOM COUNTER (7'x2'-6" & 4'x2'-6")	NO		1	
G	DINNING TABLE (6 SEATER)	NO		1	

9	<b>WRITING LEDGE</b>				
	Providing & fixing writing ledge as per design made out 19mm BWR plywood with necessary groove patterns with 1mm laminate. 10mm thk machine polished glass to be provided on top of the writing ledge. Small boxes to be made out of 12mm BWP plywoods to be made on top of the writing ledge finished with 1mm thk laminate, inside enamel painted. The work to be completed as per design & approval of the engineer.	SFT	30		
10	<b>COLUMN/WALL PANELLING</b>				
	Providing and fixing panelling to wall/ column using TW sections of 2"x1" size placed horizontally and veritically at 2' centre to centre & 6mm thick commercial BWR grade ply screwed firmly to the frame and pasiting 1.0mm thick laminate in specified designs & approved colours, with skirting etc. complete in all respect in vertical plum level and as directed with beadings polishig complete as directed. The quoted rate should include the cost of making required no. of cuttings, opening for providing electrical, data, voice switch boxes in the panelling and making it good the surface with necessary beadings complete as directed.	SFT	300		
11	<b>SYNTHETIC DOOR MAT</b>				
	Providing & fixing synthetic door mat 6mm thk as per approval of the engineer.	NOS	1		

12	<b>SOFT BOARD / NOTICE BOARD</b>				
	Providing & fixing soft board with necessary framework with 12mm bwp plywood on top 12 jolly board to be fixed finished with fabric, with necessary mouldings duly polished along the periphery.	SFT	150		
13	<b>FLOOR SPRING</b>				
	Providing and fixing in position double action floor spring of approved make to the aluminium door/entrance door including the cutting of floor & making it good with marble chips matching with existing flooring.	Nos.	1		
14	<b>ONE WAY VISION FILM</b>				
	Providing & fixing one way vision film on the front glass partition complete as per specification & approval of the engineer.	SFT	400		
15	<b>PAINTING</b>				
a	after removing the damaged plaster, replastering with 12 mm thk cement mortar finished with P.O.P. to make the necessary smoothness, repairing all damages. Then two coats of primer of approved make to be applied finished with two or more coats of plastic emulsion paints. The work to be completed as per approval & satisfaction of the Engineer.	SFT	3000		
b	SYNTHETIC ENAMEL PAINT: FOR WINDOW GRILL, ROLLING SHUTTER & COLLAPSABLE GATE	SFT	500		
	<b>TOTAL</b>				

**Amount in Words:**