

DECCAN GRAMEENA BANK

(Sponsored by State Bank of Hyderabad)

**TENDER DOCUMENT
FOR**

INTERIOR WORKS

At

ABDULLAPURMET BRANCH, RANGA REDDY DISTRICT.

TENDER NO.DGB./FA/10 /2011-12 DATED 09-02-2012

Sealed tenders are invited for the above mentioned work in single bid system from empanelled contractors of State Bank of Hyderabad

NAME AND ADDRESS OF THE TENDERER:

PLACE OF SUBMISSION & OPENING
THE TENDER

: GENERAL MANAGER(Admn&IT)
DECCAN GRAMEENA BANK
2-1-520,II Floor,vijayasri Sai Celestia,
Shankarmuth Road,Nallakunta,
HYDERABAD-500044.

LAST DATE & TIME FOR SUBMISSION
OF TENDER

: **2.00 PM. on Date :23-02-2012**

DATE AND TIME OPENING THE TENDER

: **DATE : 23-02-2012
TIME : 3.00 P.M.**

NOTE : THE TENDERS SHOULD BE IN A SEALED COVER WITH THE NAME OF THE WORK AND THE BRANCH CLEARLY WRITTEN ON THE SEALED COVERS

NOTICE INVITING TENDER (NIT)

Name of the work:Interior works at prop[osed abdullapurmet branch,Ranga reddy Dist

I Sealed tenders are invited for the above mentioned work

In single bid system from empanelled contractors of State Bank of Hyderabad.:

1	Name of the work	TENDER FOR INTERIOR FURNISHING WORK OF ABDULLAPURMET BRANCH ,RANGAREDDY DIST.(A.P)
2	Cost of application/ tender document. Tenders may be downloaded from the banks web site “www.sbhyd.com” free of cost.	
3	Date and Time where tender forms are available.	From 10.00 A.M on 10-02-2012 TO 11.00 A.M on 23-02-2012 At the following address GENERAL MANAGER(Admn&IT) DECCAN GRAMEENA BANK 2-1-520,II Floor,vijayasri Sai Celestia, Shankarmuth Road,Nallakunta, HYDERABAD-500044. www.dgbhyd.com
4	Time and last date of Submission of Tender	Up to 14.00 HRS OF 23-02-2012
5	Place & Address for submission of tender/ contact person/.	GENERAL MANAGER(Admn&IT) DECCAN GRAMEENA BANK 2-1-520,II Floor,vijayasri Sai Celestia, Shankarmuth Road,Nallakunta, HYDERABAD-500044. 9491041904
6	Date, Time and Place of Opening of tenders (tech.Bid on ____ Price Bid on ____). Contact person details: Name____. Contact no:_____	Price Bid on 23-02--2012 at 15.00 hrs. Contact Person/Place: Same as above Ph No.:040-27662623
7	Quantum of Earnest Money Deposit (EMD NIL
8	Quantum of Security Deposit	.NIL
9	Terms of payment of Bills, if any. Specify the minimum value of work for payment of running account bills.	On completion of the work
10	(penalty clause)Liquidated Damaged	In case of delay a penalty @ the rate of 2 %of the value of the work per week subject to a maximum of 10 %(as per the value of work) would be strictly imposed.
11	Stipulated time for completion of the work/supply.	THREE WEEKS
13	Validity period of the tender.	THREE Months.
14	Taxes	Rates quoted should include all Taxes, Octroi vat other

	charges like Transportation etc. However I.T and WCT will be deducted at source.
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The bank reserves the right to cancel or postpone the tenders at any stage without assigning any reason.

All the rates shall be filled up in figures as well as in words. The rates and amount against each item of work shall be filled up only in the tender document issued to the contractor. The rate quoted should include Sales tax, Octorai, VAT and other statutory obligations including Transportation charges T.A. / D.A. of workers etc.

Duly filled-in complete tender document bearing signature of contractor on all pages of complete tender document (otherwise liable to be rejected) shall be submitted in sealed cover addressed to GENERAL MANAGER(Admn&IT), DECCAN GRAMEENA BANK,#2-1-520,Vijayasri Sai Celestia,Shankarmuth Road,Nallakunta, HYDERABAD ANDHRA PRADESH on or before the Date & Time stipulated above. The name of the work should be clearly super scribed on the sealed cover. No paper / sheet / drawing should be altered in or detached from the tender document issued to the contractor. The tenders shall be liable for rejection, if any one of the above said requirements has not been complied with.

The Bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reasons, what so ever.

Bidders shall submit a copy of dealership letter/Certificate issued by the manufacturer along with tender shedule

THE WORK SHOULD BE COMPLETED WITHIN THREE WEEKS FROM THE DATE OF WORK ORDER.

PLEASE NOTE THAT NO ADVANCE PAYMENT WILL BE MADE.

General Manager (Admn&IT)

Dear Sirs,

TENDER FOR INTERIOR FURNISHING WORKS

Sealed tenders for interior furnishing works are invited from the Interior Contractors who are on the approved panel of **State Bank of Hyderabad**

. General conditions are as under.

1. In case any contractor who is not on the panel but still quotes for the work job, the tender will not be considered even after the tenders are opened and the firm stands L1.
2. The contractors should quote in figures as well as in the words the rates, and amount tenders by them. The amount for each item should be worked out and the requisite totals given. Rates quoted by the contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates, figures and words. However, if a discrepancy is found the rates, which correspond with the amount worked out by the contractor shall be taken as correct. If the contractor does not work out the amount of an item or it does not correspond with the rate written either in figure or in words then the rates quoted by the contractor in words shall be taken as correct. Where the rates quoted by the contractor in figures and in words tally but the amount is not worked out correctly the rates quoted by the contractor will be taken as correct and not the amount.
3. The tender document must be filled in English and all the entries must be made by the hand and Written in ink. If any of the documents are missing or un-signed, the tender shall be considered invalid.
4. The acceptance of a tender will rest with the Competent Authority, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received, without assigning any reasons. All tenders in which any of the prescribed conditions are not fulfilled, or are incomplete in any respect are liable to be rejected.
5. All compensation or other sums of money payable by the Contractor to Clients under the terms of this contract may be deducted from the security deposit, or from any sum that may be or may become due to the Contractor on any account whatsoever and in the event of the Security Deposit being reduced by reasons of any such deductions, the Contractor shall within 10 days of being asked to do make good in cash or by cheque any sum which have been deducted from his security deposit.
6. Tender containing any condition leading to unknown/indefinite liability, are liable to be summarily rejected. If at all any rebate(s) is/are to be offered the tenderer shall first quote his rates strictly on the terms and conditions stipulated in tender document and then show separately rebate(s) offered specifying the conditions for such rebate(s). Failure to follow this procedure will render the tender liable to summarily rejection.
7. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
8. The tenderer should quote their (own) rates for undertaking the work.
9. All taxes including Sales Tax, Octroi, or any other statutory obligation / tax on material or on finished works like work's contract tax, turn over tax etc. in respect of this contract, as applicable, shall be payable by contractor including transportation and TA / DA of the workers at site and the Bank will not entertain any claim whatsoever in this respect.
10. Retention amount equivalent to 8% of the gross value of work done, subject to a ceiling as detailed in (11) below, will be deducted from each running account bill and will be returned to the contractor, without any accrued interest, after one year from the date of virtual completion of the work.

11. The total security deposit on the contract, including Earnest Money Deposit, will be calculated as under :
10% on the first Rupees one lakhs of the cost of works.
7.5% on the next for the next Rupees one lakhs of the works.
5% on the remaining value of works.
12. The work so completed will be under a Defect Liability Period of One year from the date of virtual completion.
13. Time is the essence of the contract. The work should be completed in THREE WEEKS from the date of the work order issued to the contractor to commence the work.
14. Tenders for works shall remain open for acceptance for a period of 90days from the date of opening of tenders. If the tenderer withdraws his tender before the expiry of the said period or makes any modifications in terms and condition of the tender which are not acceptable to the Bank, then the bank without prejudice to any other right or remedy is at liberty to forfeit the earnest money.
15. It will be obligatory on the part of the tenderer to tender and sign the tender documents for all the component parts and that, after the work is awarded, he will have to enter into an agreement for each component with the competent authority in the bank.
16. The tenderer, apart from being a competent contractor must co-ordinate himself with the agencies of appropriate class who are eligible to tender for (I) Electrical (II) Air-Conditioning.
17. The tenderer should visit the site to ascertain the working conditions and local authority regulations/restrictions if any and other information required for the proper execution of the work.
18. The quantities of various items given in the schedule of quantities are approximate. The quantities of work may vary at time of allotment / execution of work. Bank reserves the right to omit / delete any item(s) of work from the schedule at the time of allotment / before. Contractor will be paid for the actual work done at the site duly verified by the concerned official of the bank.
19. The unit price shall be deemed to be fixed price. In case of extra items, a record of labour charges paid shall be maintained and shall be presented regularly to the Employer's for checking. The settlement will be made based on figures arrived at jointly and taking unit price given in the contract assigned to the successful Tenderer. In case of extra items where similar or comparable items are quoted in the tender, extra rates shall be based on tender rates.
20. The work has to be started within 7 (Seven) Days from the date of receipt of work order. In case of work not being started within this stipulated period, the bank reserves the right to cancel the work order duly forfeiting the Earnest deposit.
21. No employee of the Bank is allowed to work as a contractor for a period of 2 years of his/her retirement from Bank Services without previous permission of the Bank. This contract is liable to be cancelled, if either the contractor or any of his employees is any time to be such a person who had not obtained the permission of Bank as aforesaid before submission of the tender or engagement in the contractor's service.
22. Sealed tenders are to be addressed and sent to:

GENERAL MANAGER(Admn&IT), DECCAN GRAMEENA BANK ,2ND FLOOR, Vijayasri sai celestia,Shankarmuth Road,Nallakunta, HYDERABAD, ANDHRA PRADESH

IST OF MAKES OF VARIOUS MATERIALS TO BE USED

PLYWOOD ISI MARKED AND AS PER IS 303 Laminate	Green ply, Sharon Gold, Century, kitply, Duro, western, True wood, Kenwood Sundek, Greenlam, Sunmica, Royal touch, Merino, Vir
Sliding telescopic channel	Ebco, Earl Bihari-powder coated
Door closer	Everite, Hardwin, Dorset
Handles	Brush steel finished of doorset, kitch
Glasses	Modi, Saint Gobain
Hinges	Brass
Tower bolt	Brass
All Locks	Godrej, Ebco, Doorset for doors , storages.
All screw	GKW/ Nettle fold
Paint	Asian, Nerolac
Melamine	Asian in matt finish
caster	Rexelo, SRU
Vertical blind	Vista Levalor, MAC
Adhesives	FEVICOL
Hinges for drawer	Piano type concealed
Magnetic catcher	Mukund
Polyurethane	U foam
Foam	king foam
Upholstry	Harmony
Gypsum Board	India gypsum , Boral paster board.
24"x24" grid ceiling board	Armstrong, Nittobo
TEXTURE (Exteriors and Interiors)	SPECTRUM , WALL TEXTURES.
ROLLER TEXTURE	ICI DUET, BURGER PAINTS.
wooden beading	steam beech wood.

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SIGNATURE OF CONTRACTOR

TENDER NO.DGB./FA/10 /2011-12 DATED 90-02-2012

DECCAN GRAMEENA BANK
HEAD OFFICE:HYDERABAD

BILL OF QUANTITIES FOR INTERIOR WORKS AT ABDULLAPURMET BRANCH RANGAREDDY DISTRICT

S. n	Items Description	Qty.	Unit	Rate	Amount
1	COMPUTER CLERICAL COUNTER Providing, fabricating and fixing of computer/bank counter made to shape as per approved design / drawing / size (5'6" (L) approx. variable as per site condition x 2.5 ft. H x 3 ft. D) and made with necessary 19mm Plywood (of approved make) frame work having one side 16" wide 3 nos of sliding drawer units (opposite to side unit) of which two are of 6" height and the remaining height for the third drawer with telescopic channels and automatic push type locking arrangement. The top two drawers are to be provided with cash denomination partitions made with 8mm plywood. 19 mm thick Jet-black granite of approved sample with full molding on customer side and mirror polishing on all open sides to be provided on top of counter. Arrangement for CPU stand, One Moulded Key Board Tray with channels, foot rest and cable manager to be provided. All visible surfaces such as front, sides, top, back, drawer outside etc. shall be laminated with 1 mm thick of approved shade and make. All invisible surfaces shall be painted. All exposed edges of plywood shall be fixed with steam beach wood beading finished with melamine spray polish and a footrest of 4" x 1.5" saal wood section shall be provided with dully polished. Cost of drawer locks (to be operated with single key) brush steel finished handles and other necessary hardware's should be considered. 12mm thick plain float glass with etching (cost of etching ` 40/- per Sft) and of ht. 18" is to be fitted over the working top along the length of the counter with necessary steam beach wood supports finished with melamine spray	12	RFT.		

	polish shall be provided. The glass should have specified cutout hole (arch) in all counters. Glass need not be fixed for Accountant counter. Glass edges should have polishing. Cost should also inclusive of paneling, lapping of edges with plywood to achieve 40mm thickness and 40mm steam beach beading and melamine spray polish as per design and approval of Engineer-in-charges/Chief Manager.				
2	COMPUTER CASH COUNTER Providing, fabricating and erecting computer cash counter as per above specification (1) except glass and In addition , an in-built Service top of 15” wide should be provided in the frame work at 1.5’ height from the counter/table top and 19 mm thick Jet-black granite of approved sample with full molding on customer side and mirror polishing on all open sides to be provided on service top. Further 12 mm thick P.Float glass with specified cutout hole (arch) shall be provided on service top till 7’ ht and fixed suitably in the enclosure partitions with steam beach wood beading of 1”x 0.5” size. All beading surfaces to have melamine spray polish. The glass shall have stilt for the conversation purpose. The 12 mm thick glass edges should have polishing on open edges and shall have etching work done on surface as per the drawing / instruction of engineer –in-charge/Chef Manager (Etching cost considered @ ` 40/sft). Drawers should have subdivision inside to keep currencies.	7	RFT.		
3	CASH ENCLOSURE: Providing, fabricating and fixing cash enclosure 7’6” height using gypsteel/Boral make frame work as given in item (full height partly glazed partitions) and fixing 9mm thick plywood finished with 1mm laminate of approved colour on both sides Cash tray of 12”x9”x3” size to be provided in each cash counter. . A door of size 0.75x2.1 mts to be provided with teak wood door frame size 62mm x 62mm on both sides complete with 3 Nos oxidized brass hinges one night latch, 2 Nos teak wood knob handles on each door and as directed by Bank (Frame work should be firmly fixed to existing ceiling level and partitions will be measured up to false ceiling height only, where applicable).	160	SFT.		
4	FULL HEIGHT PARTITIONS Providing, fabricating and fixing metal stud partitions with the following specifications in approved design/drawing. 1).The supporting system comprising of	150	SFT		

	<p>gypsteel/Boral make 51mmx35mmx0.55mm metal studs at 600mm c/c and 51mmx32mmx0.55mm metal tracks at floor, middle, door and ceiling level with joints staggered to avoid through joints. The vertical member should touch with horizontal ceiling/channel at slab/beam bottom. The rate should also include necessary strengthening with studs/tracks or channels at doors and other openings. 2).The height upto the false ceiling will be measured for payment but the frame work has to be raised up to the concrete ceiling/beam as support for which no extra payment will be made.</p> <p>3).Fixing 9mm ply with 25mm dry wall screws by using jointing compound and fiber glass mesh tape for the entire height of the partition and 1mm laminate on both sides of frame up to 900mm and above 2100mm level to top level with grooves in laminates as directed at site.</p> <p>4).8mm thick clear float glass with etching(Etching cost considered @ ` 40/sft) as directed with necessary 12mm tk. steam beach wood beading with melamine spray polish for heights between 900mm and 2100mm. Rate quoted should include cost of door with frames, accessories and door closures for which no extra payment will be made</p> <p>Note: height of the partition will be measured from finished floor level to false ceiling bottom level.</p>				
5	<p>LOW HEIGHT PARTLY GLAZED(12MM) PARTITION:</p> <p>Providing, fabricating and fixing 4' height partitions for work station/counter with specifications as detailed in item (partly glazed full ht. partition) and with following specification.</p> <p>1.All exposed edges of the partition shall be fixed with 12mm thick steam beach wood beading finished with melamine spray polish.</p> <p>2.The frame work up to 3' height from floor level be fixed with 9mm Plywood on both sides and laminated on both sides with approved make laminate of 1mm thickness with fixing adhesive etc. Cash tray of 12"x9"x3" size to be provided where necessary.</p> <p>3. Partition shall be glazed up to 4.0 ft. ht. above the 3.0 ft. ht. from floor level. Glazed portion of partition to be done with 12 mm plain float glass of approved make with etching work(Etching cost considered @ ` 40/sft) and glass is to be fixed in steam beach wood beading and</p>	130	SFT		

	melamine spray polished. Vertical and horizontal grooves as per drawing /site conditions to be provided. Design / pattern of partition to be as per approval of engineer-in-charge./Chief Manager				
6	<p>FULLY GLAZED DOOR WITH FLOOR SPRING Providing, fabricating and fixing of Entrance Glass double door as per the specification given below.</p> <p>The door shall be made of 12 mm thick float glass & the glass shall be fitted in a 4"x2" teak wood/Steam beach section at top and 6"x2" teak wood/steam beach section at bottom finished with melamine spray polish. The door shall be fixed on heavy duty floor spring and with 2 Nos. of 12 inch S.S. handles, its fittings and fixtures, computerized vinyl push/pull sticker etc. complete all of approved make. The 12 mm thick glass shall have etching work done on it as per the drawing and should have crystal polishing on edges. Door handle shall be of Kitch Industries make, 300 mm and shall be fixed in position. The cost to include all fixtures, 6-lever Godrej lock, push/pull stickers, Labour etc. complete and all as per design and approval of the Engineer in charge.</p>	100	SFT		
7	<p>BRANCH MANAGER WORK STATION: Providing, fabricating and fixing branch manager work station consists of Table (6"x3'x2'6"), side unit (3'6"x1'6"x2'6") made with 19mm Plywood (of approved make) as detailed below.</p> <p>1).Table should have one side 16" wide and 2' deep storage unit consisting of Three equal height sliding drawers and arrangement for CPU stand, One Moulded Key Board Tray with channels, cable manager and foot rest of 4"x1.5" Saal wood section shall be provided and the three edges of front fascia shall be 1.5" thick with additional ply and leaped with necessary steam beach wood beading dully melamine spray polished. The table top to be provided with 12mm plain float glass with beveling and opening for cable manager and all edges should have crystal polishing.</p> <p>2).The side unit should have 6" ht. two equal drawers on upper side in the lengthwise and below to drawers, the cupboard unit shall be provided with openable door shutters & adjustable shelf all along the full length. All drawers shall be fitted with telescopic channels and automatic push type locking arrangement</p>	1	NO		

	<p>and cupboards shall have locking arrangement & brush steel fin. handle.</p> <p>3).All exposed edges of plywood shall be fitted with steam beach wood beading duly melamine spray polished. All visible surfaces such as front, sides, top, back, drawer outside etc.shall be laminated with 1 mm thick of approved shade and make. All invisible surfaces shall be painted. The rates should include locking arrangement (to be operated by single key) for all drawers and cupboard alongwith best quality 4” brush steel handles, sliding telescopic channel, roller + ball bearing arrangements etc. complete. Cost should also inclusive of paneling, lapping of edges with plywood to achieve thickness as per Engineer-in-charges design.</p>				
8	<p>COUNTER SIDE UNIT/CREDENZA: Providing, fabricating and fixing side credenza of 4’ x 1’-5” x 2’-6” over all size made with 19mm Plywood (of approved make) as detailed below.</p> <p>Providing three equal numbers and 6” ht. drawers on upper side(in the length) and below to drawers, the cupboard unit shall be with sliding shutter & adjustable shelf all along the full width of the credenza. All drawers shall be fitted with telescopic channels and automatic push type locking arrangement and cupboards shall have locking arrangement and all exposed edges of plywood shall be fixed with steam beach wood beading finished with melamine spray polish. 19mm tk. Jet-black granite to be fixed on top with edge polish and all visible surfaces such as front, sides, drawer outside etc. shall be laminated with 1mm thick of approved shade and make. All invisible surfaces shall be painted. The rates should include individual locking arrangement (to be operated by single key) for all drawers and cupboard. Providing 4” brush steel finished handles, sliding telescopic channels, roller + ball bearing arrangements etc. complete. Cost should also inclusive of paneling, lapping of edges with plywood to achieve thickness as per design approval of Engineer-in-charges/Chief Manager</p>	2	NO		
9	<p>CUPBOARDS / STORAGE UNITS: Providing, fabricating and fixing of box type cupboards / storage units of required sizes and as shown in the drawing and of 1' 6" depth and made out of 19 mm thick Plywood all-round and 8 mm Plywood of approved make at the back. The 19mm Plywood shelves / compartments shall be provided at 16" c/c horizontally and 3' 0" c/c</p>	50	SFT		

	vertically. The unit shall have hinged type shutters on the front made out of 19 mm Plywood with approved quality concealed hinges, locks, brass tower bolts, 6” brush steel finished handle all as per approved quality. All visible surfaces/external such as front, sides, top, back, etc.shall be laminated with 1 mm thick of approved shade and make. All invisible surfaces shall be painted. Front edges of shelves and all exposed edges of plywood to be leaped with steam beach wood finished with melamine spray polish. Footing to be made of 2.5" x 1.5" saal wood frame covering all four sides of bottom surface and covered with 6 mm Plywood of approved make and 1 mm thick laminate of same shade.				
10	WRITING DESK CUM VOUCHER RACK Providing, fabricating and fixing writing desk cum voucher rack of size 3’6”(L)x1’3”(B) made up of 19mm plywood and top with 12mm plain glass as per drawing. Provision to be made for keeping vouchers by way of 5” wide boxes using 19mm plywood. The unit should be fixed to wall or shall rest on wooden framework recessed at bottom of boxes. The unit shall be finished with 1mm thick laminate. All visible surfaces/external shall be laminated with 1 mm thick of approved shade and make. All invisible surfaces shall be laminated with 1.0 mm laminate of approved shade. Front edges and all exposed edges of plywood to be leaped with steam beach wood finished with melamine spray polish.	1	NO		
11	WALL/COLUMN PANAELLING: Providing and fixing of wall/column paneling made with 9 mm plywood glued with 1 mm thick lamination over Gypsteel/Boral makes 51mmX35mm metal studs as detailed in (Full height partition) above.The rate should be inclusive of providing texture painting in between and providing steam beach cornice between paneling and texture paint.The necessary provision in framework for running of Electrical conduit has to be made	100	SFT		
12	FULL HEIGHT PARTITIONS Manufacturing, supplying and fixing wooden partitions in approved design up to required height & made of 2.5" x 1.5" M. Saalwood vertical supporting members spaced approximately at 2.0' to 3.0' c/c (c/c distance to be adjusted as per drawings, door/opening positions) and joined with Horizontal members of 2.5" x 1.5" M. Saal wood section and spaced approximately at	60			

	<p>1.0' to 2.0' c/c subject to site instructions. solid portion of partitions will be covered with 9 mm Plywood of approved make on both sides. Solid portion of partitions will be laminated on both sides with approved make laminate of 1.0 mm thickness with fixing adhesive etc. Vertical and horizontal grooves as per site conditions. Design / pattern of partition shall be as per approval of Regional manager. cost to include all material and Labour charges.</p> <p>Note: height of the partition will be measured from finished floor level to false ceiling bottom level.</p>				
13	<p>SUGGESTION & COMPLAINT BOX:</p> <p>Providing and fixing Suggestion box of size 9"X12"X 4" deep made with 8 mm plywood duly finished with 1mm laminate and a glass door provision with lock.</p>	1	NOS		
14	<p>NOTICE BOARD</p> <p>Providing, fabricating and fixing of Notice board of size 3'x1'6"x6" made with 19mm plywood and 6mm glazed single openable shutter with locking arrangement. The plywood surfaces should be fixed with 1mm thick laminate. The back of the Notice board to be covered with 12mm soft board with blazer cloth.</p>	1	NOS		
	TOTAL Rs.				
b)	DISCOUNT OFFERED IF ANY %				
	NET TOTAL Rs.				

NET TOTAL IN WORDS:

SIGNATURE OF CONTRACTOR WITH SEAL

