

ALLAHABAD BANK
(Head Office, 2, N.S.Road, Kolkata)

NOTICE INVITING TENDER

Work: Tender for proposed digital marketing deptt New Delhi

Sealed item rate tenders from empanelled contractors are invited for furnishing and electrical work in Digital marketing deptt at 17 Parliament street New Delhi Full details and tender documents are available on Bank's website: www.allahabadbank.in or may be collected from Bank's CGMO New Delhi. Duly filled in tenders should be submitted as per following schedule:

1	Issue of tender document	From 17.07.2019 to 25.07.2019
2	Time of completions	7 days
3	Submission of tender	On or before 26.07.2019 up to 15.30 hrs
4	Opening of tender	On 26.07.2019 at 16.00 hrs
5	Liquidated damages for delay	Should the work not completed to the satisfaction of the Employer within the stipulated period, the contractor shall be bound to pay to the Employer a sum equivalent to 1% of the accepted tendered per week subject to ceiling of 10% of the accepted contract amount by way of liquidated damages and not as penalty during which the work remains un commenced or unfinished after expiry of the completion date.
6	Payment terms	No advance will be paid. Final Payment will be made on satisfactory completion of the job on the basis of actual measurements. Income tax will be deducted as per the rules.
7	Defect Liability Period	Retention money 10% will be deducted from the bill and to be released after 6 months from the date of virtual completion provided no defects is observed during this period.

The Bank will not be bound to accept the lowest tender and reserve the right to accept or reject any or all the tender without assigning any reason whatsoever. Late/delayed tender shall not be accepted after due date and time of submission of tender.

Chief Manager

ALLAHABAD BANK
Head Office, 2.N.S.Road, Kolkata-01

**Work: Tender for proposed digital marketing deptt. at
17 Parliament Street at New Delhi under ZO New Delhi**

TERMS AND CONDITIONS:-

- 1) The tenderer is advised to inspect and examine the sites and satisfy himself as to the condition prevailing at site and its surrounding extent of work, scope and conditions under which the work is to be executed. The tenderer shall also satisfy himself about the accessibility to the premises.
- 2) The tenderer shall submit the tender which satisfy each and every condition laid down in this document, failing which the tender will be liable to be rejected.
- 3) Conditional tenders shall not be considered.
- 4) No overwriting or cutting is permitted in the financial bid form. In unavoidable circumstances, every cutting should be properly authenticated by tenderer.
- 5) The work shall be carried out in such a way that, there is least disturbance to the people working / staying there.
- 6) The rate quoted in the tender shall be inclusive of all charges of scaffoldings, lifting, tools and plants, freights, labour conditions and fluctuations in rates of excise duty, octroi etc.,
- 7) Work will be completed within the period of 15 days from the date of issue of work order. If the work is not completed to the satisfaction of employer within the stipulated period, the contractor will be bound to pay to the Employer a sum equivalent to 1% of the accepted tendered value per week subject to ceiling of 10% of the accepted contract amount by way of liquidated damages and not as penalty during which the work remains un-commenced or unfinished after expiry of the completion date. The contract / work order may be rescind by giving one week notice incase work is not executed as per specification and as per time schedule given in tender document. In such case, the Bank will have right to get the work executed through some other contractor at the risk & cost of tenderer.
- 8) Contractor is required to arrange the execution of work in such a way that workings of staff and officers/executives of Office / residence are not affected. Contractor is required to take adequate care during progress of work to protect belongings of the Bank. In case of any damage, contractors at their own cost shall make the same good.
- 9) After completion of work, cleaning of floors, walls etc are to be done to the satisfaction of the Bank.
- 10) No advance will be paid. Payment will be released on satisfactory completion of job and submission of bills. Retention Money @10% will be deducted from the bill and to be released after SIX months from the date of virtual completion provided no defects is observed during the period.
- 11) In case of non-completion or delay in completion of work or removal of defects in time, the bank shall be free to appoint another agency to get the job done at contractors risk and cost.
- 12) The contractor should quote in figures as well as in words the rate and amount tendered by them. The amount of items should be worked out and the requisite total is to be given.
- 13) Contractor will arrange necessary tools and plants for completing entire work at their cost and take necessary precaution for the safety & security of their workmen. In case of any accident the total responsibility will be on the contractor.
- 14) If an extension of time for completion of the work is sought on the grounds of having unavoidable hindrances or any other ground, the contractor shall apply in writing to the Bank with full details of the circumstances causing need of such extension. All the decisions in this regard taken by the Bank shall be binding to the contractor.
- 15) Any extra work or item can only be started by contractor after obtaining approval from the Estate Management Department. Items executed without prior approval from the Estate Management Department will not be considered for payment.
- 16) The items of work are to be executed strictly in accordance to the specification given in the financial bid or schedule of quantity. Prior approval of Bank is required for any change in specification of item.
- 17) The Bank reserves the right to reject or accept any or all tenders without assigning any reason.

Declaration by the tenderer:-

I have read and understood all the instructions/conditions given above and I have taken into account the above instructions/conditions while quoting the rates.

(Signature with seal of tenderer)

Price Bid
Schedule of quantity for furnishing of digital marketing deptt. New Delhi

S no	Items	Unit	Qty	Rate Rs.	Amount Rs.)
1.	<p>OFFICER WORK STATION Supplying and erecting work station 600 mm wide and 750mm high including drawer-cum- cabinet unit for files, space for computer CPU, wire managers, modesty panel, tea tray etc. made with 19mm thick BWP grade block board on top and supporting sides / front with necessary well seasoned Malaysian Sal/ Kail/ Mirandi wood frame work, finished on top with and sides with 1.0 mm thick laminate of approved shade and quality, including providing and fixing 450mm long key board tray of approved shade, hardware and accessories at each of the counter. All exposed edges of block board are to be provided with half round teak wood mouldings, duly polished and 100mm high laminate of approved make & shade all as directed. Inner faces shall be painted with two coats of synthetic enamel paint of approved shade & quality over a coat of primer. Skirting: 100mm high laminate of approved make & shade all as directed. Rate to include charges for brass hardware fittings as well as fixtures like sliding gear for drawers of 'Earl Behari' or equivalent approved make</p>	rft	37		
2.	<p>Providing and erecting in position tables as per drawing and conforming to the following specifications :Structure of 19mm thick block board for sides, top and modesty panel, finished with 1.00 mm thick laminate of approved shade and make including drawer-cum-cabinet unit, CPU Trolley, modesty panel, tea tray ,wire managers, 450mm long key board tray, hardware and accessories etc complete. All exposed edges of block board are to be provided with half round teak wood moldings, duly polished.Inner faces shall be painted with two coats of synthetic enamel paint of approved shade & quality over a coat of primer. (5.0'x 2.5'x 2.5')</p>				
<p>List of approved brand and shade Block Board and ply Board : Century/ Kitply/Green (BWP Grade) Laminates for partition; Century 303(Bodensee Beech),Formica E 224/1224 (steam Beech), Formica FI 1224(SF) Steam Beech, Greenlam685(Swiss pear) Laminate for Border: Century 191(Radiant Red),Formica G448/1448 (Teracotta), Formica FI 1517(SF), Greenlam165(light red)</p>					
	GST as applicable @ _____				
Amount in Words					

Address & Contact No -

(Signature of tenderer with seal)

Price Bid

Schedule of quantity for computer wiring in digital marketing deptt New Delhi

S no	Items	Unit	Qty	Rate (Rs.)	Amount (Rs.)
1.	Supply and fixing of factory fabricated 1 phase 240 volt 12 way SPNDB with 40 Amp DP ELCB as incomer and interconnection with 8 nos SP MCB (5- 10Amp)	Each	1		
2.	Supplying and drawing sub main wiring from main panel to DB with 2x6sqmm+ 12.5mm sqmm FRLs PVC insulated copper wire by 19mm PVC pipe above false ceiling	Rmt	50		
3.	Making point wiring for computer by 2x1.5sqmm +1x1sqmm FRLS PVC insulated single core copper wire on surface with casing	Rmt	160		
4.	Supply and fixing of 3 nos 3 pin 6Amp Socket controlled by single switch of modular type and connection i/c box, cover plate and top plate in one board	Each	12		
	GST as applicable @ _____				
Amount in Words					

Address & Contact No -

(Signature of tenderer with seal)