



The Institute of Cost Accountants of India

(Statutory Body under an Act of Parliament)

SERAMPORE-HOOGHLY CHAPTER

CMA BHAWAN

Srishti Apartment (Block-B), Ground Floor, Belting Bazar,
89, G.T. Road (W), Serampore-712 203

Phone : 033 3570 7225/8910782124

Email : serampore@icmai.in

Website : www.icmai.in

THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(Statutory Body under an Act of Parliament)

HEAD QUARTER

CMA Bhawan, 3 Institutional Area, Lodhi Road, New Delhi- 110 003.

KOLKATA OFFICE

CMA Bhawan, 12 Sudder Street, Kolkata -700016.

SERMPORE CHAPTER OF COST ACCOUNTANTS

**CMA BHAWAN, Srishti Apartment (Block - B), Ground Floor,
Belting Bazar, 89, G.T. Road (W), Serampore - 712 203**

TENDER DOCUMENTS

**FOR STRUCTURAL AND DEVELOPMENT WORKS, INTERIOR WORKS, ELECTRICAL
AND PLUMBING WORKS FOR THE INSTITUTE OF COST ACCOUNTANTS OF INDIA,**

SERAMPORE CHAPTER

**AT SERAMPORE, BLOCK-B, GROUND FLOOR, BELTING BAZAR,
89, G.T. ROAD (W), SERAMPORE – 712 203**

Client:

The Chairman
The Institute of Cost Accountants of India,
Serampore Chapter, Serampore

Architects and Consultant Engineers:

M/s. Impulse Grow Engineering LLP,
West Santinagar, Anandanagar,
Howrah - 711 227

Last Date for submission of Tender : **On or before 19/05/2025 up to 2.00 P.M.**

To be Submitted to : The Chairman
The Institute of Cost Accountants of India,
Serampore Chapter, Serampore-812 203.

Tender Submitted by : -----



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TENDER DOCUMENT

FOR CIVIL & ELECTRIC WORK

ALTERATION AND MODIFICATION WORK AT GROUND FLOOR BUILDING AT INSTITUTE OF COST ACCOUNTANTS OF INDIA SERAMPORE –HOOGHLY CHAPTER

NOTICE NO: - CMA/INFRA/SERAMPORE/2025/1

DATE OF PUBLICATION: 29/04/2025

- | | | |
|---|---|-----------------------------|
| 1. Availability of Tender Document | – | from 30/04/2025 (6.00 P.M.) |
| 2. Submission of Tender Forms at Chapter's Office start date | – | from 01/05/2025 |
| 3. Pre- Bid Meeting | – | 09/05/2025 (4.00 P.M.) |
| 4. Last Date for submission of Tender Forms at Chapter Office | – | 19/05/2025 (2.00 P.M.) |
| 5. Opening of Technical Bid at Chapter's Office | – | 19/05/2025 (3.00 P.M.) |
| 6. Opening of Financial Bid of qualified Contractors | – | Will be intimated later. |



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Website : www.icmai.in

Tender Ref. No.: CMA/INFRA/SERAMPORE/2025/1

Date : 29/04/2025

SECTION-A: NOTICE INVITING TENDER / LETTER OF INTENT

Institute Of Cost Accountants of India Serampore-Hooghly Chapter intend to engage contractor / vendor / agencies for the proposed Alteration and Modification Work at Ground Floor of the Serampore –Hooghly Chapter building. The eligibility criteria, terms and conditions, application format and other details/requirements are as under:

S. No.	Description	Details
1.	Name of Work	Alteration and Modification Work at Ground Floor of the Serampore –Hooghly Chapter Building.
2.	Date of issue of application Documents form Institute's Website	29/04/2025 on website of the Institute www.icmai.in (under Section "Tender")
3.	Last date & time for submission of Application.	19/05/2025 up to 2.00 P.M
5.	Address at Which Application (Hard Copy) has to be Submitted.	The Chairman, The Institute of Cost Accountants of India, Serampore -Hooghly Chapter, CMA Bhawan, Srishti Apartment (Block-B), 89, G.T. Road (W), (Landmark: Belting Bazar), Serampore-712203
6.	Place of opening of application	The Institute of Cost Accountants of India, Serampore -Hooghly Chapter, CMA Bhawan, Srishti Apartment (Block-B), 89, G.T. Road (W), (Landmark: Belting Bazar), Serampore-712203

- Application can be downloaded from the Institute's website www.icmai.in_(under section Tender). It shall be responsibility of the contractor/vendor to arrange and ensure that all pages of the bid are properly bounded (Spiral binding).
- The contractor shall sign and stamp each page of the tender document thereby ensuring the number and sequence of all pages.
- No conditions other than mentioned in the tender will be considered. Conditional tender will be rejected.
- The Institute reserve their rights to accept or reject any or all the tenders, either in whole or in part without assigning any reason(s) for doing so and no claim / correspondence shall be entertained in this regard.
- Contractor/Vendors must have full- fledged service setup at Kolkata/Howrah/Local area. Proof to this effect must be enclosed.
- All the interested bidders are requested to visit the site before submitting their offer.**
- For any query regarding this tender, the contractor/vendor may contact the project consultant, [Contact No. – (033) 3570-7225 / 8910782124]

Sd/-
Chairman,
The Institute of Cost Accountants of India,
Serampore -Hooghly Chapter
CMA Bhawan, Srishti Apartment (Block-B),
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Serampore-712203.



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SECTION-B: LETTER SUBMITTING TENDER

To
The Chairman,
The Institute of Cost Accountants of India,
Serampore-Hooghly Chapter
CMA Bhawan, Srishti Apartment (Block-B),
89, G.T. Road (W), (Landmark: Belting Bazar).
Serampore-712203.

Dear Sir,

Sub: Proposed Alteration and Modification Work at Ground Floor of the Serampore –Hooghly Chapter Building

Having examined the drawings, specifications, designs and estimates relating to works specified in the memorandum and having visited and examined the site of the works specified in the said memorandum and affecting the tender, I/We, hereby offer to execute the works specified in the said memorandum at the rates mentioned in the attached schedule and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in conditions of tender, special conditions, and the estimate and conditions of contract by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

1	Name of the Work	Alteration and Modification Work at Ground Floor of the Serampore –Hooghly Chapter Building.
2	Date of Announcement of Tender	29/04/2025
3	Last date for Submission of Tender	19/05/2025 by 02.00 PM
4	Address of Submission of Tender	Tender Box, Ground Floor, The Institute of Cost Accountants of India, CMA Bhawan, Srishti Apartment (Block-B), 89, G.T. Road(W), (Landmark: Belting Bazar). Serampore-712203.
5	Mode of Submission of Tender documents	By hand or through post/speed post/courier so as to reach before the due date and time i.e. 13/05/2025 at 02.00 pm. The tender submitted through any mode must mention on the main envelope “Tender Reference No. CMA/INFRA/SERAMPORE/2025/1 Date 29/04/2025 Proposed Alteration and Modification Work at Ground Floor of the Serampore –Hooghly Chapter Building Application received after stipulated time and date will not be considered and the Institute will not responsible for non-receipt or late receipt of any application send by post/courier service. The main envelope must contain two separate envelopes 1. Technical Bid – EMD & Tender Cost and other relevant documents as required by the Institute mentioned in the tender document is to be enclosed. 2. Financial Bid – Price Bid only



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6	Period of Completion of project	Maximum 16 days from the date of handing over of the site/ issuance of work order. Working Hours will be from 12.00 Noon to 8.00 P.M of all the days.
7	Earnest Money Deposit (EMD) Amount	<p>Rs. 22,000.00 (2% of the Estimated Cost)</p> <p>To be submitted along with the Technical Bid in the form of DD in favour of 'SERAMPORE CHAPTER OF COST ACCOUNTANTS', payable at SERAMPORE</p> <p>Bid Security to be obtained from all the bidders except the bidders, registered with Micro and Small Enterprises (MSEs) and start up entities (Company/Firm). The contractor shall submit the Udyog Adhar Certificate and the undertaking and certificate issued by the DPIIT for Start-up businesses.</p> <p>The EMD of unsuccessful bidders shall be refunded to them without any interest after the decision of awarding the work to the L-1 bidder is taken.</p> <p>Those who are having registered with MSME are exempted from EMD. Copy of valid MSME certificate for the relevant work should be enclosed with the Technical Bid of the tender.</p> <p>The successful MSME bidder need to deposit the EMD amount of Rs. 1,60,000/- along with Performance Security within two weeks' time from the receipt of the work order from the Institute.</p> <p>EMD to be deposited in the form of demand draft payable at Kolkata in the Name of "SERAMPORE CHAPTER OF COST ACCOUNTANTS", drawn on any scheduled bank. No interest shall be paid on the EMD.</p> <p>The earnest money deposit of Rs. 22,000/- by the successful tenderer, who submitted his tender shall be held by the Employer as part of security deposit. 100% of the security deposit will be released after completion of the Defect Liability Period of 12 months without any interest. The EMD of unsuccessful bidders shall be refunded to them without any interest after the decision of awarding the work to the L-1 bidder is taken.</p> <p>The EMD of the successful bidder will be returned after the receipt of Performance Security of the Works.</p>
8	Performance Security	<p>10% of the quoted price of the selected vendor through the tendering process.</p> <p>(To be submitted by the successful bidder within 10 days of awarding the LOI).</p>



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		100% of Performance Security of L1 bidder will be refunded after successfully completion of the specified works and also after expiry of Defects Liability Period of 12 months.
9	Defects Liability period	12 months from the date of completion as certified by the Consultant.
10	Address at Which application (Hard Copy) has to be Submitted.	The Chairman, The Institute of Cost Accountants of India, Serampore-Hooghly Chapter, CMA Bhawan, Srishti Apartment (Block-B), 89, G.T. Road (W), (Landmark: Belting Bazar). Serampore-712203
11	Value of work as certified by the Employer be submitted for payment to be taken for issue of Interim certificate for payment: (as per recommendation of the Employer)	The contractor be paid by the Institute from time to time by instalments under Interim Certificates to be issued by the Employer/Consultant to the contractor, for works executed after necessary verification of the bills submitted by the contractor. If in the period the bill amount does not exceed Rs.10.00 Lakhs (Rupees Ten Lakhs) without GST, no payment shall be made until the value exceeds the sum of Rs.10.00 Lakhs without GST. This payment shall be made after making necessary deductions as stipulated elsewhere in the documents.”
12	Liquidated Damages	1% of the Contract value per week or part there of subject to a maximum of 10% of contract value/final bill amount.
13	Contact Person	CMA Bibhas Saha Chairman Office- Serampore-Hooghly Chapter e-mail: – serampore@icmai.in (queries to be raised preferably vide e-mail ID provided above)
14	Pre-Bid Meeting	Pre-Bid meeting will be held on 09/05/2025 at 4.00 P.M. The Institute of Cost Accountants of India, Serampore-Hooghly Chapter CMA Bhawan, Srishti Apartment (Block-B), 89, G.T. Road (W), (Landmark: Belting Bazar). Serampore-712203
15	Date & Time of Opening of Technical Bids	On 19/05/2025 at 3.00 pm at The Institute of Cost Accountants of India, Serampore-Hooghly Chapter CMA Bhawan, Srishti Apartment (Block-B), 89, G.T. Road (W), (Landmark: Belting Bazar).



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		Serampore-712203 At any case if the said date is declared as holiday, the same will be opened in the next working day at the same time. The representatives from agencies may observe the bidding process as per schedule and no separate invitation will be given to them.
16	Date & Time of Opening of Financial Tender (Price Bid)	The schedule will be intimated by e-mail only to the parties qualified in technical evaluation process.
17	Validity of Offer	90 days from the date of opening of price bid.
18	Bid Evaluation	Technical & Financial parameters as per (pg. 12) of this document.

NOTE:

- 1) Having examined the drawings, general conditions of contract, specification and bill of quantities for the execution of the above-named works, we, the undersigned, offer to execute, complete and maintain the whole of the said works in conformity with the said drawings, conditions of contract specification and bill of quantities.
- 2) We undertake, if our tender is accepted, to commence the works within **15 (Fifteen) days** from the date of the acceptance of work order and to complete and deliver the whole of the works comprised in the contract as per '**Completion Schedule**' prescribed in **Appendix of Contract**.
- 4) We agree to abide by this Tender for the period of **90 (Ninety) days** from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period. We would facilitate the timely finalization of the decision by the Tender Committee of The Institute of Cost Accountants of India, Serampore-Hooghly Chapter of the acceptance of the Bid by being present at their corporate office for meetings as and when requested by the Tender Committee of The Institute of Cost Accountants of India, Serampore-Hooghly Chapter
- 5) We understand that you are not bound to accept the lowest or any tender you may receive.
- 6) We confirm that there are no deviations in the tender documents submitted herewith from the proforma tender documents except for those qualified separately in the offer.
- 7) Copy of the Pre-Qualification Notice, and Application Form along with all details can be downloaded from Institute's website www.icmai.in (under section "Tender") from **29/04/2025 to 19/05/2025** up to 2.00 P.M
- 8) I/We deposit a sum of Rs. 22,000/- (Rupees Twenty-Two thousand) as Earnest Money in the form of bank deposit at call/DD bearing No..... dated..... drawn in favour of "**SERAMPORE CHAPTER OF COST ACCOUNTANTS**" payable at **SERAMPORE**, which amount is not to bear any interest. Should I/We fail to execute the contract when called upon to do so, I/We do hereby agree that this sum shall be forfeited by me/ us to the Institute of Cost Accountants of India, Kolkata.
9. Lists showing the particular type of works carried out are enclosed.



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10. Our bankers are:

(i)

(ii)

11. The names of partners of our firm are:

(i)

(ii)

12. The name of the partner of the firm authorized to sign or the names of persons having Power of Attorney to sign the contract:

(Certified true copy of the Power of Attorney should be attached)

Signature and Address of Witnesses:

1.

2.

Yours faithfully,

Name and Signature of the Contractor:

Place:

Date:

The tender document can be downloaded from website www.icmai.in (under section "Tender") and "Corrigendum" if any, would appear only on the tender wizard web site and not to be published in any News Paper".



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SECTION-C: APPENDIX OF CONTRACT

1	Scope of Work	Alteration and modification work at Ground Floor Building at Serampore-Hooghly Chapter.
2	Estimated Cost	Estimated Cost of Project Rs. 10,95,100.00 (GST extra as applicable.)
3	Retention Money	Retention Money @5% of the gross value of work done shall be retained as Retention Money from running account bill and final bill. 50% of the Retention Money withheld shall be released after successful completion of work certified by the Impulse Grow Engineering LLP and the balance 50% will be released after defect liability period is over. Retention money withheld shall not bear any interest.
4	Terms of Payment	Monthly Running Account Bill to be submitted every month, 95% of the Bill value to be paid within 10 days from the date of submission of the R.A. Bill
5	Liquidated damage for non- completion of work within the scheduled/ extended completion date	If the contractor fails and/or neglects to complete the work as per the agreed schedule, then, and in that event, the employer shall recover from the contractor's bills, the liquidated damages @0.5% of the contract value per week of delay for the period of delay, subject to a maximum recovery restricted to 5% of the Contract value. However, to the condition that in case of unreasonable delay, the employer will be, at liberty, to terminate the contract/work order and shall be entitled to claim damages from the contractor as may be calculated by the employer.
6	Defects Liability Period	The defect liability period will be one year from the date of virtual completion of the said work.
7	R.A Bill/ Final Bill	1) Taxes (GST) to be shown separately in Invoice. Applicable in case of composite scheme of taxations @ prevailing Govt. rate. 2) 1% labour cess to be debited from Contractor's Bill 3) TDS as per Govt. norms to be debited from Contractor's R.A. Bill
8	Supply of Material by Bidder/Contractor	Unless otherwise mentioned in the schedule of items, all the materials required for successful completion of the work should be arranged by the Bidder/Contractor.
9	Amendment/Revision of order	In case original order undergoes any mutually accepted amendment due to change in quantity and/or items thereof the contractor shall be bound to sign off acceptance of revised order failing which the contractor shall be responsible for withholding of payment by the employer.
10	Commencement Date	Within 15 (fifteen) days from the date of work order.
11	Defects Liability Period	1 (One) year from the actual date of completion
	Completion Date	Within 90 days from the date of actual possession of the site or order to start work, whichever is later
12	Earnest Money and Security Deposit	Earnest Money Deposit @2% of estimated cost i.e. Rs. 22,000/- in the form of Demand Draft payable to "SERAMPORE CHAPTER OF COST



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		ACCOUNTANTS” Payable at SERAMPORE. For unsuccessful Bidders the EMD will be refunded and the same will be converted into Security Deposit for successful Bidder. The Tender Fees of Rs. 1000/- is fixed for this Tender which shall be paid in the form of Demand Draft/Bankers Cheque payable to “SERAMPORE CHAPTER OF COST ACCOUNTANTS” Payable at SERAMPORE.
13	Extension/Revision of Completion Schedule	Any claim by the contractor for time extension/revision of completion schedule mentioned in the WO shall not be entertained for reasons attributable 7 days prior to the claim date. Valid claims, if any within 7 days may be considered subject to acceptance by our execution teams’ acceptance in writing within next working day.
14	Makes of material	Tenderer should clearly specify the make of materials to be used during execution of the job at a separate sheet while quoting for the schedule of quantities
15	List of documents to be submitted along with offer.	Credentials, machineries, equipment, shuttering & staging materials, technical manpower (to be deployed at site), quality assurance plan, construction methodology and execution plan Bar Chart in the given time schedule. Bidder/Contractor has to submit the following details regarding tax. i) GST Registration Certificate ii) PAN
16	Quantity Variation	The quantity variation up to (+/-) 20% is not be entitled for any rate enhancement.
17	Credential for evolution	It is not necessary to award the contract to Lowest Bidder. Based on Technical and Commercial evolution of bidders the same to be awarded. In this process Technical credential possesses 60% marks and commercial credential possess 40% mark.
18	Last Date of Submission	19th May, 2025 up to 2.00 PM.

Dated, this day of 2025

Signature

In the capacity of duly authorized to sign tenders for
and on behalf of

.....

(IN BLOCK LETTERS)

Address of the Tenderer;

.....
.....
.....



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SECTION-D: EVALUTION FORM

Evaluation of Bidders

Sl. No.	Particulars	Total Mark	Marks obtained	Remarks
(A)	Technical			
1.1	Compliance to Tender Specification	10		
1.2	Quality System for Deliverables	10		
1.3	Capability (Technical Competence)	10		
1.4	Past Performance	10		
1.5	Site Visit and submission of a self-declaration on site visit	10		
	Total	50		
(B)	Commercial			
1.1	Financial Viability (Financial Back Up of Company)	10		
1.2	Compliance to Conditions of Contract	10		
1.3	Quoted Bid	10		
1.4	Credential on order value of work in hand: 1. More than 20 lakhs - 6 points 2. Every 5 lakhs over and above 20 lakhs - 2 points each.	10		
1.5	Credential on order value of work completed in last 5 years: 1. More than 20 lakhs in last 5 years - 6 points 2. Every 5 lakhs over and above 20 lakhs - 2 points each.	10		
	Total	50		

PLEASE NOTE: -

1. Minimum qualification marks for processing technical credential possesses 60% marks (i.e. 30) and commercial credential possess 40% (i.e. 20).
2. The price bids of the Technically qualified tenderer will be opened for further processing.



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SECTION-E: SCOPE OF WORK

The Scope of Work means the work as mentioned in the Notice Inviting Tender.

This is an item-rate contract.

The volume of work may increase or decrease as per site requirement or modified design or decision by the Employer. The Contractor shall carry out and complete the works in every respect as per approved designs, drawings, specifications and direction in accordance with this contract and to the satisfaction of the Employer or authorized representatives and also providing the following services:

- (a) Obtaining necessary approvals for material from Employer.
- (b) Coordination with other agencies/contractors employed for the project.
- (c) Cleaning of debris during/after construction.
- (d) Other works as per Schedule of Quantities and Specifications.
- (e) All modification/alteration as and when required by the Employer.

The Contractor shall carry out and complete the works in every respect in accordance with this contract and in accordance with the directions and to the satisfaction of the Employer or authorized representatives. The Employer may in their absolute discretion from time-to-time issue further drawings and/or written instructions, details, directions and explanations, which are hereafter collectively referred to as "The Employer's Instructions" in regard to:

- (a) The variation or modification of the design, quality or quantity of works or the additions or omission or substitution of any work.
- (b) Any discrepancy in the drawings or between the Schedule of Quantities and/or Drawing and/or Specifications.
- (c) The removal from the site of any materials brought thereon by the Contractor and the substitution of other materials thereafter.
- (d) The removal and or re-execution of any works executed by the Contractor.
- (e) The dismissal from the works of any persons thereupon.
- (f) The opening up for inspection of any work covered up.
- (g) The amending and making good of any defects.

The Contractor shall forthwith comply with and duly execute any work comprised in such Employer's instructions provided always that verbal instructional and directions, explanations given to the Contractor or his Site Engineer upon the works by the Employer shall if involving a variation be confirmed in writing by the Contractor within seven days and (not dissented from in writing within a further period of seven days by the Employer such shall be deemed to be Employer Instructions within the scope of Contract). Rates of items not mentioned in the Priced Schedule of Quantities shall be approved by the Employer prior to execution of such item.



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SECTION-F: INSTRUCTION TO TENDERER

Sealed tenders should be super-scribed as mentioned in the Notice Inviting Tender and sent to **The Institute of Cost Accountants of India, Serampore-Hooghly Chapter, CMA Bhawan, Srishti Apartment (Block-B), 89, G.T. Road, (W), Serampore-712203** addressing **The Chairman** so as to reach not later than **2.00 P.M. of 19th May,2025**.

1. No tender will be received after **2.00 P.M. of 19th May,2025** under any circumstances whatsoever.
2. Rates quoted shall remain firm for a period of 3 months from the date of opening of tender for acceptance & work order.
However, the Employer may extend the said period if agreed by the Tenderer.
3. The Employer does not bind himself to accept the lowest or any tender and reserves to itself the right to accept or reject any or all the tenders, either in whole or in part without assigning any reasons for doing so.
4. (a) Each of the tender documents is required to be signed by the persons submitting the tender in token of his/their having acquainted himself/themselves with the general rules, conditions of contract, technical specifications, schedule of quantities etc., as laid down. Any tender with any of the documents not so signed will be rejected.
(b) The tender submitted on behalf of a firm/company shall be signed by all the Partners/Directors of the firms or by a Partner/Director who has the necessary authority on behalf of the firm or any other person having the requisite power of Attorney to enter into the proposed contract. Otherwise, the tender is liable to be rejected.
5. (a) The tender form must be filled in English and all entries must be made by hand and written in ink. If any of the documents are missing, or not signed, the tender will be considered invalid.
(b) The Tenderer/bidder shall also submit along-with his tender, a list mentioning the list of machineries, equipments and organization structure and technical manpower to be deployed at site.
(c) The Tenderer shall also submit along-with his tender, the organizational set up at their Regional Head Office and the organizational set up for the site along with the profile of the Project-In-Charge, who will be responsible for the execution of work at site.
(d) The Tenderer shall also submit along-with his tender, the Execution plan, activity wise in the given time frame and also the copies of Quality & Safety Plan of the Tenderer.
(e) **The Tenderer shall furnish the following along with the tender:**

Commercial Information

- i) Profile
- ii) IT clearance certificate - latest.
- iii) Latest Balance sheet.
- iv) PAN
- v) GST Registration Certificate
- vi) PF number.
- vii) Details of constitution of the company. (Proprietary / Limited, etc. along with details), along with the latest company profile



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6. All the corrections and alterations made while filing the tender must be attested by initials of the Tenderer. Overwriting of figures is not permitted. Failure to comply with either of these conditions will render the tender void. No advice of any change in rate or condition after the opening of the tender will be entertained.
7. Within fourteen days of the receipt of intimation from the Employer of the acceptance of his/their tender, the successful Tenderer shall be bound to implement the contract by signing an agreement in accordance with the draft agreement and the Conditions of Contract but the written acceptance by the Employer of a tender will constitute a binding agreement between the Employer and the Contractor so tendering whether such formal contract is or is not subsequently entered into.
8. All Compensation or other sums of money payable by the Contractor to the Employer under the terms of this contract may be deducted from his security deposit if the amount so permits.
9. The Contractor must not assign the contract. He must not sublet any portion of the contract without the written consent of the Employer failing which the Employer may serve a notice in writing rescinding the contract whereupon the security deposit made by the contractor will be forfeited at the absolute discretion of the Employer.
10. A schedule of probable quantities in respect of such work and specification accompany these special conditions. The Schedule of probable quantities is liable to alterations by omission, deductions, or additions at the discretion of the Employer. Each tender should contain not only the rates but also the value of each item of work entered in a separate column and all the items should be summed up in order to show the aggregate value of the entire tender. All corrections in the tender rates shall be duly attested by the dated initials of the Tenderer. Corrections not attested may entail the rejection of the tender. Rates should be quoted both in figures and words in columns specified.
11. The Tenderer must obtain for himself on his own responsibility and at his own expense all the information which may be necessary for the purpose of making a tender and for entering into a contract and must examine the preliminary drawings given with the tender document and must consider and inspect the site of the work and acquaint himself with all local conditions, means of access to the work, nature of the work and all matters appertaining thereto and fully satisfy himself on all questions relating to the work and position, source of water, layout, transport, electricity, materials and all other information's that deems to be required by him. No claim whatsoever shall be entertained on account of the factors relating to the site and provisions irrespective of whether the contractor has visited the site or not.
12. The calculations made by the Tenderer should be based upon probable quantities of the several items of work which should be furnished for the Tenderer's convenience in the schedule of probable quantities but it must be clearly understood that the contract is not a lump-sum contract that neither the probable quantities nor the value of the individual items, nor the aggregate value of the entire tender will form part of the contract and that the Employer does not in any way assure the Tenderer or guarantee that the said probable quantities are correct or that the work would be correspond thereto.
13. **Tender will be considered only from recognized Bonafide Contractors in the trade concerned.** Each Tenderer shall submit with his tender a list of works of alike nature already executed giving details as to their magnitude and cost, the portion of work done by the Contractor in it and completion certificate showing completion time of works.



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14. The Contractor shall not be entitled to any compensation for any loss suffered by him on account of delay in commencing or executing of the work whatever the cause of delay may be, including delays arising out of modification to the work entrusted to him or any Sub-Contracts connected there with or delays in awarding contracts for other trades of the project or in commencement or completion of such works or in procuring Government controlled or other building materials or in obtaining water and power connection for construction purposes or for any other reason whatsoever and the Employer shall not be liable for any claim in this respect thereof. The Employer does not accept liability for any sum besides the tender amount subject only to such variations as may be provided for herein.
15. The rates quoted in the tender shall include all charges for water & electricity network, hire for any tools and plants, sheds for materials, marking out and clearing of site, watering concrete as mentioned in the specification. The rates quoted shall be deemed to be for the finished work to be measured at site.
16. Time shall be considered as the essence of the Contract. Proportionate work to be completed in proportionate time and whole of the works as mentioned in Schedule-C (Appendix to the Form of Tender) from the date of getting possession of the site or order to start work whichever is later. Contractor will submit a Detail Work Programme including critical path comprising all the relevant items of work mentioning their Commencement and Completion dates within 10 days of award of work. The programme will be followed at site and monitored from time to time by the Employer. The contractor has to arrange for necessary action for compensating the lag, if any found therein, to keep the end date unchanged. The works Programme will be reviewed every month and if necessary, have to be revised by the Contractor.
17. The successful Tenderer must co-operate with the other Contractor appointed by the Employer so that the work shall proceed smoothly with least possible delay and to the satisfaction of the Employer.
18. Unless otherwise mentioned in the Schedule of Quantities, the measurement will be produced in accordance with up-to-date rules laid down by the Bureau of Indian Standard. In the event of any dispute with regard to the measurement of the work executed, the decision of the Employer shall be final and binding on the contractor.
19. The Contractor shall make his own arrangements for storage of tools, plants, materials etc. at pre-approved location provided at site by the employer and shall remove the same on completion of the stipulated work to the satisfaction of the Employer.
20. The contractor shall protect and guard all electric telephone or any other cables, pipe drains, or any other underground service line during excavation and any damages done to such connections shall be made good at his own cost.
21. In case of discrepancy between specification in the description of the items in Schedule of Quantities and those contained in the general specifications, the former shall have precedence and the Engineer-In-Charge's interpretation of the meaning of the specification shall be final and binding on the contractor.
22. **The contractor should visit the site before quoting the rates.**
23. Local obligation regarding employment of local labour, procurement of materials from local suppliers, local disputes and disturbances of all kind are to be dealt by the contractor at their risk and cost.



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24. The Tender documents and accompaniments consist of the following shall be submitted in a single sealed cover:

- (i) A covering letter from the Tenderer stating the various considerations in his tender.
- (ii) A list of all documents accompanying the tender.
- (iii) Tender document comprising General Conditions of contract, technical specifications, quoted schedule of quantities.
- (iv) Tender Drawings.
- (v) Detailed outline report with a note on the proposed programme of work. A report on all arrangements for carrying out the work detailing phase wise scheduling of manpower (trade wise) and equipment, temporary works proposed to be carried out and arrangements of site facilities (enclose a sketch).
- (vi) A detailed method statement indicating the manner in which this tender package is proposed to be executed.
- (vii) List of similar works executed by the Tenderer carried out during the last five years with testimonials of satisfactory completion from the respective Employers / Project Managers.
- (viii) A list of equipment/materials available with the Tenderer and proposed to be used in these works.
- (ix) A copy of Partnership Deed/ Memorandum and Articles of Association.
- (ix) Copies of audited statement of accounts for the last 3 years.
- (x) Copy of the latest income tax clearance certificate.
- (xii) Copy of Provident Fund registration particulars.
- (xiii) Copy of Employees state Insurance registration
- (xiv) Power of Attorney of authorized signatory of the firm
- (xv) PAN
- (xvi) GST Registration number
- (xvii) Details of constitution of the company. (Proprietary / Limited, etc. along with details), along with the latest company profile
- (xviii) **The Tender Fees of Rs. 1000/-** is fixed for this Tender which shall be paid in the form of Demand Draft/Bankers Cheque payable to” **SERAMPORE CHAPTER OF COST ACCOUNTANTS**” payable at Kolkata/Howrah. To be submitted in Technical bid cover.

25. List of documents to be submitted with the Final Bill:

- (i) Demobilization of Contractor in terms of contractual provisions
- (ii) Certificate confirming that contractor has no dues with any local authority or any local body/sub-contractor/supplier/service provider and have made all labour related payments
- (iii) Submission of compliance documents (As listed below)
 - a) Overall measurement including extra items if any



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- b) Reconciliation statement along with supporting documents duly certified by Employer
- c) Store clearance certificate.
- d) Warranty Certificate, if applicable
- e) Product catalogues if applicable.
- f) Statutory compliance certificate
- g) Completion Certificate
- h) No claim certificate

SECTION-G: SUBMISSION OF BID

- (a) The proposal shall be in two parts. Technical Bid in **Cover-A** and Financial Bid [Schedule of Quantities] in **Cover-B** shall be submitted in two separate wax sealed envelopes with respective marking in bold letters in the Formats.
- (b) Demand Drafts for **Earnest Money Deposit (EMD)** of Rs. 22,000/- (Rupees Twenty-two Thousand Only) to be submitted with the technical bid (**Cover – A**). The Demand drafts should be in in favour of “**SERAMPORE CHAPTER OF COST ACCOUNTANTS**” payable at **SERAMPORE**. **In case of non-submission of EMD in Technical Bid, the tender will be considered invalid and will be rejected.** The name of Tenderer and tender number should be clearly written on the back of DD to avoid mixing/loss of instrument.
- (c) No information / supporting document pertaining to the Price Bid should be provided in the Technical Bid (**Cover – A**). Technical Bid containing any information regarding the price should be rejected and will not be considered for further processing.
- (d) If the tenderer submitted the DDs for EMD & Tender cost in **Cover – B** (Price Bid) the **tender will be considered invalid and will be rejected and the EMD & Tender Cost will be forfeited.**
- (e) Both the sealed envelopes **Cover-A** and **Cover-B** shall again be placed in a **Cover- C** and the same shall be sealed with wax and dropped in the Tender Box available in the Institute of Cost Accountants of India, SERAMPORE on or before **2.00 p.m. on 19.05.2025**. **The details of the tenderer such as Name of the firm; Address, Contact Number and email address should be mentioned on the top of the Cover- “C”.**
- (f) The documents as mentioned in the Annexures shall be furnished along with the Technical Bid.

Signature of the Applicant with Seal



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SECTION-H: GENERAL CONDITIONS OF CONTRACT

1. Definitions & Interpretations

In construing these Conditions, the Specifications, the Priced Schedule of quantities, Tender and Agreement, the following words shall have the meanings herein assigned to them except where the subject or context otherwise requires:-

“**Employer**” shall mean **The Institute of Cost Accountants of India, Serampore-Hooghly Chapter** the name of the company as appeared in the cover page and his (their) heirs, legal, representatives, assigns, and successors.

“**Contractor**” shall mean the successful tenderer and his (their) heirs, legal representatives, assigns, and successors.

“**Site**” shall mean the site of the contract works i.e. the project as mentioned in the cover page. “**Engineer - In - Charge**” shall mean authorized representative who is in charge of the project.

“**Architect/Consultant**” means the Employer’s authorized representatives for planning, designing work to perform the duties set forth in the conditions of contract.

“**Work**” means the work to be executed by the contractor in accordance with contract, which has also been referred to as “Contract Work”.

“**This Contract**” shall mean in Article of Agreement, Conditions of Contract, the Priced Schedule of Quantities, the Specifications, the Appendix, the Drawings and additional instructions issued till the receipt of the tender and subsequent correspondence if any till the date of acceptance of tender and the letter of acceptance of contract.

“**Act of Insolvency**” shall mean any act of insolvency as defined by the Presidency Towns Insolvency Act, or the Provincial Act or any amending Statute.

“**Notice in writing**” or written notice shall mean a notice in written, typed or printed characters sent (unless delivered personally or otherwise proved to have been received) by registered post / courier to the last known private or business address or registered office of the addressee and shall be deemed to have been received when in the ordinary course of post it would have been delivered.

“**Virtual Completion**” shall mean that building is in the opinion of Architects fit for occupation.

Words imputing persons include firms and corporation. Words imputing the singular only also include the plural and vice versa where the context so requires.

2. Drawings and Schedule of Quantities

One set Layout Drawing with Schedule of Quantities shall be furnished by the Employer to the Contractors and the Employer, if may consider reasonable, shall furnish one copy of any additional drawing which may be necessary for the execution of any part of the work. Such copies shall be kept on the works and the Employer and their representatives shall at all reasonable times have access to the same.

The Schedule of Quantities unless otherwise stated shall be deemed to have been prepared in accordance with the method of measurement mentioned in the specifications, and shall be considered to the approximate and no liability shall attach to the Employer for any error that may be discovered therein.



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All the items mentioned in the tender may not be required to be done. No claim whatsoever will be entertained for the items not required to be done.

The Schedule of probable quantities is liable to alterations by omission, deductions, or additions at the discretion of the Employer.

3. Contractor's responsibility

The Contractor shall provide everything necessary for the proper execution of the work according to the intent and meaning of the Drawings. Priced Schedule of Quantities and Specification taken together whether the same may not be particularly shown or described therein provided that the same can reasonably be inferred there from and if the Contractor finds any discrepancy therein, he shall immediately and in writing refer the same to the Employer whose decision shall be final and binding on the parties. Figured dimension shall be followed in preference to scale.

The Contractor should at least mobilize the following machineries at site for execution of the work so that the project can be completed well within the time:

- a) Concrete Ready Mix Batch Machine (RM-500/RM-800/ RM-1000) – 2 no. (minimum)
- b) Shuttering Materials including M.S. Props & M.S. Acro Spans (In no way Bamboo staging is allowed for shuttering work)
- c) Plate Compactor
- d) All other equipment and materials for complete the work in targeted completion schedule.

Water for construction purpose and other activities shall be provided by the Employer at one point free of cost, the Contractor at his own cost arrange for necessary distribution network, storage etc to met the requirement of work at specific points and the rates are deemed to have included for the same.

The electric power for the construction purpose shall be provided by the Employer at one point free of cost, the contractor at his own cost arranges for necessary distribution network, etc. complete, and the rates are deemed to have included for the same. Construction power to be provided by Employer free of cost, hence no monthly electricity bill to be debited from Contractor's Running Account Bill.

The Contractor shall supply, fix and maintain at his cost, during the execution of any works all the necessary centering, scaffolding, staging, planking, timbering, strutting, shoring, pumping, fencing, hoarding, watching and lighting by night as well by day, required not only for the proper execution and protection of the said work but also for the protection of the public and the safety of any adjacent roads, streets, cellars, vaults, pavements, walls, houses, building and all other erections, matters or things, and the contract or shall take down and remove any or all such centering, scaffolding, staging, planking, timbering, strutting, shoring etc. as occasion shall require or when ordered to do so, and shall fully reinstate and make good all matters and things disturbed during the execution of the works to the satisfaction of the Employer.

The Employer will arrange necessary land inside the project premises for labour hutment free of cost, but contractor has to arrange rest everything for proper construction of Labour Hutment at their risk and cost and he should construct and maintain the labour hutments (Sketch for labour hutment module attached) with proper sanitation facilities. Employer will provide necessary space as required for site office, store, godown, bar bending yard, stacking yard, etc to the contractor inside site premises. Night work can be allowed with prior approval from the Employer with proper lighting and safety precautions.



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4. Authorities Notices and Patents

The Contractor shall conform to the provisions of any Acts of the Legislature relating to the work and Regulations and Bye- laws of any Authority, and of any Water, Lighting and other Companies and/or Authorities with whose systems the structure is proposed to be connected and shall before making any variations from the Drawing or Specifications that may be necessitated by so conforming give to the Employer a written notice, specifying the variation proposed to be made and the reason for making it and apply for instructions thereon. In case, if the Contractor shall not within seven days receive such instruction, he shall proceed with the work conforming to the provisions, Regulations or Bye-laws in question.

The Contractor shall arrange to give all notice required by the said Acts, Regulations or Bye-laws to be given to any Authority, or to any Public Office, that may be properly chargeable in respect of the works and lodge the receipts with the Employer.

The Contractor shall indemnify the Employer against all claims in respects of patent rights and shall defend all actions arising from such claims unless he has informed the Employer before any such infringement and received their permission to proceed and shall himself pay all royalties, license fees, damages, costs and charges of all and every sort that may be legally incurred in respect thereof.

5. Setting Out Works

The Contractor shall set out the works and shall be responsible for the true and perfect setting out of the same and for the correctness of the positions, levels, dimensions and alignment of all parts thereof. If at any time any error shall appear during the progress of any part of the work the Contractor shall at his own expenses rectify such error, called upon, to the satisfaction of the Employer.

6. Safety Code

6.1 General

The Contractor should ensure that his workmen strictly follow the safety measures/procedures of the Company and/or those as are prescribed under the applicable Laws for the time being in force. Any consequence arising of the Contractor's failure to adhere to the above will be borne by the Contractor and the Employer will have every right to stop work on account of Contractor's non-compliance with the safety norms.

6.2 First Aid

Contractor shall maintain at his cost the first aid facilities for his employees and those of his Sub-Contractors.

Contractor shall make outside arrangement for ambulance service and for treatment of injuries, including hospitalization, wherever required.

All critical injuries/accidents shall be reported promptly to the Employer and such other Governing Authorities. A copy of contractor's report covering all accidents shall be furnished to the Employer.

6.3 Contractors Barricades

Contractor shall erect and maintain barricades required in connection with operation to guard or protect:

- (a) Excavation.
- (b) Hoisting Areas.



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- (c) Cutout in Slabs etc.
- (d) Areas adjudged hazardous by the inspectors of the Employer or Statutory Authorities.

Barricades and hazardous areas adjacent to but not located in normal rules of travel shall be marked by red flasher lanterns at nights.

6.4 Scaffolding

- i. Suitable scaffolds shall be provided for workmen for all works that cannot safely be done from the ground, or from solid construction except in the case of short duration work which can be done safely from ladders. Where a ladder is used, if required, shall be of rigid construction made either of good quality wood or steel. The steps shall have a minimum width of 450mm and a maximum rise of 300mm. Suitable hand holds of good quality steel shall be provided and the ladder shall be given an inclination not steeper than $\frac{1}{4}$ to $1\frac{1}{4}$ horizontal and one vertical.
- ii. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or failing whose minimum height shall be 1m.
- iii. A sketch of the ladders and scaffolds proposed to be used, shall be prepared and needs the approval of the Employer prior to construction.
- iv. Adequate precaution shall be taken to prevent danger from electrical equipment. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or public.
- v. The contractor shall take all measures on the site of the work to protect the public from accidents and shall be bound to bear the expenses of the defiance of every suit, action or other proceeding that may be brought by any person for injury sustained owing to neglect of the above precautions and to pay any such person so that which may with the consent of the Contractor, be paid to compromise any claim by any such person.
- vi. Before any demolition work is commenced and also during the process of the work:
 - a) All road and open areas adjacent to the work site shall either be closed or suitably protected.
 - b) No electric cable or apparatus which is liable to be source of danger over a cable or apparatus used by the operator shall remain electrically charged.
 - c) All practical steps shall be taken to prevent danger to persons employed from the risk of fire or explosion or flooding. No floor, roof or other part of the building shall be overloaded with debris or materials as to render it unsafe.
- vii. All necessary personal safety equipment as considered adequate by the Employer should be kept available for the use of any person employed on the site and maintain in a condition suitable for immediate use, and the Contractor should take adequate steps to ensure proper use of equipment by those concerned.
 - a) Workers employed on mixing asphalted materials, cement and lime mortars shall be provided with protective footwear and protective goggles.
 - b) Those engaged in white washing and mixing of stacking of cement bags or any materials which are injuries to the eyes shall be provided with protective goggles.



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- c) The Contractor shall not employ men below the age of 18 years and women on the work of paint with products containing lead in any form. Whenever men above the age of 18 are employed on the work of lead painting the following precaution should be taken:
- (i) No paint containing lead or lead products shall be used except in the form the taste or readymade paint.
 - (ii) Suitable face masks should be supplied for use by the workers when paint is applied in the form of spray of a surface having lead paint dry rubbed and scrapped.
 - (iii) Overalls shall be supplied by the Contractor to the workmen and adequate facilities shall be provided to enable the working painters to wash during the cessation of work.
- viii. When the work is done near any public place where there is risk of drawing all necessary equipment should be provided and kept ready for use and all necessary steps taken for prompt rescue of any persons in danger and adequate provision should be made for prompt first aid treatment of all injuries lightly to be sustained during the course of the work.
- ix. Motors, gearing, transmission, electric wiring and other dangerous parts of the hoisting appliance should be provided with efficient safe guards, hoisting appliances should be provided with such mean as will reduce to the minimum risk of any part of a suspended load becoming accidentally displace. When workers are employed on electrical installations, which are already insulating mats, wiring apparel such as gloves, sleeves and boots and may be necessary should be provided. The workers should not wear any rings, watches and carry keys or other materials, which are good conductor of electricity.
- x. All the scaffolds, ladders and other safety devices mentioned or described herein shall be maintained in safe condition and no scaffold, ladder or equivalent shall be altered or removed while it is in used. Adequate washing facilities should be provided at or near places of works.
- xi. These safety provisions should be brought to the notice of all concerned by display on a notice board at a prominent place at work spot. The persons responsible for compliance of the safety code shall be named therein by the Contractor.
- xii. To ensure effective enforcement of the rules and regulation relating to safety precautions the arrangements made by the contractor shall be open to inspection by their representatives.
- xiii. Notwithstanding the above clause from (i) to (xviii), there is nothing in these to exempt the Contractor from the operation of any other act or rule in force in the Republic of India.

7. Co-ordination and Periodical Review Meetings

In addition to the weekly co-ordination meetings, periodical Review meetings between the Employer and the Contractor shall be held at least once in a fortnight to review progress and take remedial actions for adhering to the Programme. A Partner or a Senior Representative of the Contractor who enjoys the authority to take spot decisions shall attend such meetings.

The Contractor shall submit to the Employer four days in advance of the review meetings the progress made during the previous month and the programme for the current month. The aforesaid meetings may be held at closer intervals if the situation warrants.



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8. Contractor to keep Site Clean

During the execution of the Works the Contractor shall keep the site reasonably free from all unnecessary obstruction and shall store or dispose of any contractor's equipment and surplus materials and clear away and remove from the Site any wreckage, rubbish or temporary Works no longer required.

9. Clearance of Site on Completion of Work

On completion of work, the contractor shall remove all his temporary constructions, clear the debris and handover the areas in neat and clean condition. **The final bill shall not be considered for payment unless the site is cleared to the satisfaction of Engineer-in-Charge.**

10. Responsibility to rectify loss or damage

If any loss or damage happens to the works, or any part thereof, or materials or plant for incorporation therein, during the period for which the contractor is responsible for the care thereof, from any cause whatsoever, the contractor shall, at his own cost, rectify such loss or damage so that the works conform in all respect with the provisions of the contract to the satisfaction of the Employer. The contractor shall also be liable for any loss or damage to the Works occasioned by him in the course of any operations carried out by him for the purpose of complying with his obligations.

11. Materials

- a) Contractor shall procure all materials except those mentioned in the BOQ, which shall be issued by the company on recoverable basis.
- b) The Contractor shall also arrange necessary transportation at his own cost to shift the materials from the Employer's stores/ stack yard to the work place.
- c) For materials issued by the employer, decision of the Company regarding reconciliation will be final.
- d) The Project Architect/Consultant may remove the defective materials or items executed with defective workmanship and have it replaced/redone and recover the value of the quantity rejected or materials recovered and the cost of replacing the same as he may decide from any account due or that may become due to the Contractor.
- e) Material (if any) to be procured by contractor must be of quality and make approved by the employer.
- f) The contractor shall have to make arrangement for safe storage of the material and shall be responsible against any theft, pilferage or damage to such materials.
- g) The vendor shall procure/supply/deliver the material as per the design and drawings duly approved by consultant/ employer to avoid delay in supply of material.

12. Material and Workmanship to Conform to Description

All materials and Workmanship so far as procurable be of the respective kinds described in the priced Schedule of Quantities and/or Specification and in accordance with the Employer's instruction and the Contractor shall upon the request of the Employer furnish him with all invoices, accounts receipts and other vouchers to prove that the materials comply therewith. The Contractor shall at his own cost arrange for and/or carry out any test of materials which the Employer may require.



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The Contractor shall procure all materials except those mentioned in the Schedule of Items, which will be issued free of cost by the Company on accountable basis from Company's stores / stackyard at site. The Contractor shall also arrange necessary transportation at his own cost to shift the materials from the Company's stores/ stockyard to the work place. All material (pump, panels, pipes, valves etc.) shall be arranged by contractor.

Materials to be procured by the contractor must be of good quality and make approved by the Employer. The contractor shall have to make arrangement for safe storage of the materials and shall be responsible against theft, pilferage or damage to such material.

If the materials procured by the contractor are found defective or item executed with defective workmanship, the Engineer-in-charge may remove the defective materials /have it replaced /redone at the cost of the contractor.

The materials procured by the contractor should be checked by the authorized representative of Employer prior to execution of work.

13. Quality Assurance Plan

The contractor shall generate and maintain all necessary documents related to quality control matters as per the prescribed format.

The contractor has to submit quality assurance plan along with the offer. The contractor shall employ sufficient dedicated quality control engineer to ensure required quality at site.

In case any other test becomes necessary to conduct at site the contractor shall arrange the same at no extra cost. The Contractor has to submit the following test reports at their own cost.

Cement : Physical & Chemical Test as per IS : 4032 prior to use / consumption

Aggregates: Sieve analysis as per IS : 383 at site.

The sampling plan of material should be as per relevant IS code of practice and the testing should be done at NABL accredited laboratory. The sample should be taken in presence of Employer's representative.

14. Storage of Tools, Materials

The Contractor shall make his own arrangements for safe storage of tools, plants, materials etc. and shall be responsible against any theft, pilferage or damage to such materials. Cement shall be stored in pucca godown with raised floor and should be water right. The bags shall be stored in stacks of not more than 10 bags with clearance around sufficient to enable inspection and periodical counting. Cement shall be utilized only for the work for which it is allotted.

15. Contractor Immediately to remove all Offensive Matter

All soil, filth or other matter of an offensive nature, taken out of any trench, sewer, drains or other place shall not be deposited on the surface, but shall be at once carted away by the Contractor to some tip or place provided by him.

16. Instructions in Writing

Instructions given by the Employer/Employer's representative shall be in writing, provided that if for any reason the Employer considers it necessary to give any such instruction orally, the Contractor shall comply with such instruction. Confirmation in writing of such oral instruction given by the Employer/Employer's representative whether before or after the carrying out of the instruction, shall be deemed to be an instruction within the meaning of this clause. Provided further that if the Contractor, within 7 (Seven) days, confirms in writing to the Employer any oral



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instruction of the Employer and such a confirmation is not contradicted in writing within 7 (Seven) days by the Employer, it shall be deemed to be an instruction of the Employer.

17. Access for Inspection

Any authorized representative of the Employer shall at reasonable time have free access to the work and the Contractor shall give every facility to Employer and their representative necessary for inspections and examinations and test of the materials and workmanship. Except the representative of Public Authorities, no person shall be allowed on the work at anytime without the written permission of the Employer. It is to be mentioned here that in any kind of inspection of R.C.C. or any other works, the contractor will duly inform the Employer in such a manner, that the employer will have at least 48 hours time at his hand prior to inspection.

If any work is to be done at the place other than the site of the works the Contractor shall obtain the written permission of the Employer for doing so.

18. Supervision and Foreman

The Contractor shall give all necessary personal superintendence during the execution of the work and as long thereafter as the Employer may consider necessary until the expiry of the "Defect Liability Period" stated in the Appendix hereto. The Contractor during the progress of works shall employ a competent Senior Engineer approved by the Employer who shall be constantly in attendance at the building while the men are at work. Any directions, examinations, instructions or notices given by the Employer to such Engineer shall be deemed to be given to the Contractor. In addition, the Contractor shall employ sufficient number of technical and other personnel for carrying out the work.

19. Extra Item

The rates for extra / non-schedule items of work shall be arrived at as per the following manner which may be applicable at the discretions by the Employer:

- a) Proportionately increasing or decreasing the rates for similar items or deriving from the similar items.
- b) The rates Prepared Item wise based on the analysis of rates derived from the present-day market rates of materials & labour (as certified by Engineer-in-charge) plus 10% profit and overhead as mutually agreed.

20. Dismissal of Workmen

The Contractor shall on the request of the Architect/Employer immediately dismiss from the works any person employed thereon who may in the opinion of Employer, be unsuitable or misbehaved, and such person shall not be again employed or allowed on the works without prior permission of the Employer. Discipline is to be maintained at site.

21. Date of Commencement and Completion

The Contractor shall be allowed admittance to the site on the "Date of Commencement" stated in the Work Order, and he shall thereupon and forthwith begin the works and shall regularly proceed with the same on or before the "Date of completion" stated in the Work Order, nevertheless to provisions for extensions of time hereinafter contained. The time being the essence of contract the Contractor will adhere to time and progress chart and will give proportionate progress in proportionate time. In case of failure on the part of Contractor to give proportionate progress in proportionate time then the Employer may recover by way of liquidated damages.



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22. Liquidated Damages

If the contractor fails and/or neglects to complete the work as per the agreed schedule, then, and in that event, the employer shall recover from the contractor's bills, the liquidated damages @0.5% of the contract value per week of delay for the period of delay, subject to a maximum recovery of 5% of the contract value. However, to the condition that in case of unreasonable delay, the employer will be, at liberty, to terminate the contract /work order and shall be entitled to claim damages from the contractor as may be calculated by the employer.

23. Assignment

The whole of the works included in the contract shall be executed by the Contractor and the Contractor shall not, directly or indirectly transfer, assign or underlet the contract or any part, share or interest therein not shall he take a new partner without the written consent of the Employer and no subletting shall relieve the Contractor from the full and entire responsibility of the Contract or from active superintendence of work during its progress.

24. Sub-Contractors

All specialists Merchants, Tradesmen and other executing any work or supplying and fixing any goods or for which provisional sums are included in the Schedule of Quantities and Specifications who may be nominated or selected by the Employer are hereby declared to be Sub-Constructors and herein referred to as nominated Sub-Contractors.

25. Damages to Persons and Property

The Contractor shall be responsible for all injury to persons, animals or things and for all damages to the structural and or decorative part of property which may arise from the operations or negligence of himself or for any Sub-Contractor or of any of his or Sub-Contractor's employees whether such injury of damage arise from carelessness, accident, or any other cause whatever in any way connected with the carrying out of this Contract. This clause shall be held to include inter-alia, any damage to buildings, whether immediately adjacent or otherwise, and any damage to roads, streets, footpaths, bridges or ways as will damage caused to the building, and the works forming that subject of this Contract by frost, rain or other inclemency of the weather. The Contractor shall indemnify the Employer and hold him harmless in respect of all and any expenses arising from any such injury or damage to persons or property as aforesaid and also in respect of any claim made in respect or injury or damage under any acts of Government or otherwise and also in respect or any award of compensation or damage consequent upon such claim.

The Contractor shall reinstate all damage of every sort mentioned in the clause, so as to deliver up the whole of the Contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to the property of third parties. The Contractor shall indemnify the Employer against all claims which may be made against the Employer by any member of the public or other third party in respect of anything which may arise in respect of the works or in consequence thereof and shall at his own expense arrange to effect and maintain until the Virtual Completion of the contract with an approved office, a policy of insurance in the joint names of the Employer and the Contractor against such risk and deposit such policy or policies with the Employer from time to time during the currency of the contract. The Contractor shall also indemnify the Employer against the claims which may be made upon the Employer whether under the workmen's Compensation Act or any other Statute in force-during the currency of this Contractor or at common law in respect of any Employee of the Contractor or any Sub-Contractor and shall at his own expenses effect and maintain, until the virtual completion of the Contract, with an approved office a policy of Insurance is the joint name of the Employer and the Contractor against such risk and



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deposit such Policies or Policy with the Employer from time to time during the currency of this Contract. The Contractor shall be responsible for anything which may be excluded from the Insurance Policies above referred to and also to all other damage to any property arising out of and incidental to what is stated here-in-before.

He shall also indemnify the Employer in respect of any costs, charges or expenses arising out of any claim proceedings award of compensation or damage arising there from.

The Employer shall be at liberty and is hereby empowered to deduct the amount of any damages. Compensation cost, charges and expenses arising or occurring from or in respect of any such claim or damage will be deducted to any sum or sums due or to become due to the Contractor.

26. Delay and Extension of Time & Force Majeure

26.1 If in the opinion of the Employer the work be delayed

- (a) by force majeure or
- (b) reason of any exceptionally inclement weather or
- (c) by reasons of proceeding taken or threatened by or disputes with adjoining or neighbouring owners or public authorities or
- (d) by the works or delays of other Contractor or Tradesmen engaged by the Employer and not referred to in the Schedule of Quantities and/or specification or
- (e) by reason of Employer's instructions as per Clause No: 2 or
- (f) by reason of civil commotion, local combination of workmen or strike or lock-out affecting any of the building trades or
- (g) in consequence of the Contractor not having received in due time necessary instructions from the Employers for which he shall have specially applied in writing or
- (h) from other causes which the Employer may certify as beyond the control of the Contractor or
- (i) by reason of non-payment of interim certificate at specified time,

the Employer shall make a fair and reasonable extension of time for completion of the Contract works. In case of strike or lock-out, the Contractor shall as soon as may be given written notice thereof by the Employer, but the Contractor shall nevertheless constantly use his endeavours to prevent delay and shall do all that may reasonably be required to the satisfaction of Employer to produced with complete the work within scheduled time.

Any claim by the contractor for time extension/revision of completion schedule mentioned in the WO shall not be entertained for reasons attributable 7 days prior to the claim date. Valid claims, if any within 7 days may be considered subject to acceptance by our execution teams acceptance in writing within next working day.

26.2 Determination of extension of time following suspension

The Employer shall determine any extension of time to which the Contractor is entitled pursuant to clause 26.1.

26.3 Resumption of Works after the Period of Suspension

The Contractor shall resume the works immediately after the receipt of order to resume works but under any circumstances not later than 10 (Ten) days from the date of receipt of such order.

However, the Contractor will not be entitled for compensation in any form due to suspension of works.



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27. Failure by Contractor to Comply with Employer's Instructions

If Contractor after receipt of written notice from the Employer requiring compliance with such further drawings and/or Employer instructions fails within seven days to comply with the same, the Employer may employ and pay other persons to execute any such work whatsoever as may be necessary to give effect thereto and all costs incurred in connection therewith shall be recoverable from the Contractor by the Employer on a certificate by the Architects as debt or may be deducted by him from any moneys due to the Contractor.

28. Measurement of Works

The Project Architect/Consultant may from time to time intimate to the Employer and the Contractor that they require the works to be measured and the Employer and the Contractor shall attend or send a qualified agent to assist the Project Architect/Consultant or the Employer's representative in taking such measurement and calculation and to furnish all particulars to give all assistance required by either of them.

Should the Employer and or the Contractor not attend or neglect or omit to send such agent then the measurements taken by the Project Architect/Consultant or approved by them shall be taken to be correct measurements of the work. Such measurements shall be taken in accordance with the mode of measurement mentioned in the Specification and also as per Indian Standard Code.

The Employer and the Contractor or their Agents may at the time of measurements take such notes of measurements as they may require.

The final measurements and valuation in respect of the Contract shall be completed within the period of final measurements stated in the Appendix.

28. Escalation

1) **The rates and/or prices for work to be done hereunder shall be firm.** The Contractor will not be entitled to claim any escalation in the rates and/or prices agreed hereunder for work to be done in terms of the Work Order within the period of contract.

2) No extra items to be executed without written approval of EIC.

29. Non-tender & Substitute items

The Contractor shall carry out all non-tender & substitute items of work incident on the job. Rates for all such extra items shall be derived as far as possible from the nearest tender item. In all other cases, the contractor shall submit a detailed analysis based on the cost of material on site, cost of labour plus 10% towards overheads, supervision and profit. Consultant's decision on the validity of such claims and rates payable for such works shall be final and binding on the contractor.

All non-tender/substitute items shall be reported in writing to the Employer-in-charge as and when they arise, indicating:

- i) Nature of non-tender/substitute item (reference tender item) and the probable quantities. ii) Reasons for such an item
- iii) Authorization for the same.
- iii) Rate analysis as above.



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The quantity may vary to any extent. The contractor shall submit a variation statement to Employer-in-charge for each such item indicating:

- i) Item No. & description
- ii) Tender quantity
- iii) Expected variation
- iv) Reasons for such a variation
- v) Increase or decrease in the contract value as a result thereof.

Contractor should obtain the approval of the Architect/Consultant before proceeding with the additional quantum of work.

30. Taxes, Levies etc.

The prices quoted by the Contractor shall include all applicable taxes, levies, duties, **but excluding GST**, as per Acts, Rules and Statutes of the State or Central Govt. as on the date of submission of the Tender. No claims for extra on this account shall be entertained by the Employer. **GST, if applicable will be paid extra on submission of bill /** necessary documents as per prevailing Govt. norms.

Any further tax, duties, etc., imposed due to future enactment of the Govt. (both Central and State) within the tenure of the contract period after the date of submission of the tender shall be reimbursed by the Employer on submission of the relevant documents. Deduction shall be made at source for Income tax and Sale tax etc. as per law during issue of payments and necessary certificates of such deductions shall be given to the Contractor.

31. Terms of Payment

31.1 RA Bill/Final Bill

- 1) Taxes (GST) to be shown separately in Invoice and to be paid separately from Base price.
- 2) RA Bill Payment shall be based on monthly work done bill.

31.2 Certificate to be submitted along with Bill

Vendor needs to forward a certificate along with RA/Final Bills.

1. We confirm that there are no idle charges/any other claim up to last date of this bill other than as claimed in this bill and duly approved by your Project Architect/Consultant.
2. We also confirm that no amount is due for non-schedule item/extra item up to last date of this bill other than as claimed in this bill and duly approved by your Project Architect/Consultant.
3. In case of free issue material on accountable basis by the employer, the wastage percentage as mentioned in the work order is acceptable to us and other than the limit prescribed in the work order, no additional wastage percentage is due to us up to the last date of this bill.

31.3 Submission of Invoice

1. All invoice (s) related to this work order shall be submitted in duplicate at site only in a prescribed format with complete details.



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2. All monthly running account bills shall be submitted by the contractor within 7 (seven) working days from the last date of the month.
3. Final bill shall be submitted by the contractor within 30 days from the date of completion of work (a completion certificate needs to be attached with the final bill).
4. In case of submission of bill beyond the due date, acceptance/rejection of the same will be at the sole discretion of the employer.

31.4 Mode of Payment

Payment shall be made through Account Payee Cheque only. You are requested to please submit necessary documents to our Accounts Department, if not submitted.

31.5 Tax deducted at source

All Taxes (income-tax, etc.) as applicable and prevailing as per the Government Rules will be deducted at source and deposited directly to the appropriate Authority.

31.6 GST

GST will be paid extra on submission of valid documents.

32 The amount of the final bill will be arrived at as follows:

- a) All advances paid from time to time to the Contractor will be deducted from the amount of the Final Bill.
- b) Any other dues of any kind due from the Contractor including deductions on account of taxes shall be recovered completely by the Company by deduction from the amount of the Final Bill.
- c) Retention Deposit @5% will be deducted from the gross amount of the Final Bill.
- d) The Final Bill will be accompanied with a Certificate from the Project Architect/Consultant for completion of work & No Claim Certificate from contractor's end.
- e) It shall also be accompanied with a Clearance Certificate from Stores against issue of materials from employer, if any.

33. Certificate and Payment

The Contractor shall be paid by the Employer from time to time by instalments under interim recommendation to be issued by the Project Architect/Consultant on account of works executed, when in the opinion of the Engineer-in-Charge, approximate value named in the Appendix as value of works for "Interim Certificates" (or less at the reasonable discretion of the Engineer-in-Charge) has been executed in accordance with this Contract, subject however to retention of the percentage of such value named in Appendix hereto as "Retention percentage for interim Certificates". The Project Architect/Consultant may in his discretion include the interim recommendation such amount as he may consider proper on account of material issued upon the site by the Contractor for use in the works and when the works have been virtually complete and the Project Architect/Consultant shall have recommended in writing that they have been so complete the Contractor shall be paid by the Employer in accordance with the certificate to be issued by the Project Architect/Consultant the sum of money named in the Appendix as "instalment after Virtual Completion" and the Contractor shall be entitled to the payment of the final balance in accordance with the final recommendation to be issued in writing by the Project Architect/Consultant at the expiration of the period referred to as 'Defects Liability Period' in the Appendix hereto from the date of Virtual



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Completion or soon after the expiry of such periods the works shall have finally completed and all defects made good according to the true intent and meaning hereof whichever shall last happen, provided always that the issue by the Project Architect/Consultant of any recommendation during the progress of the works at or after their completion shall not relieve the Contractor from his liability under Clause No. 2 and 31 in case of fraud, dishonesty or fraudulent concealment relating to the works or materials or to any matter dealt within the recommendation and in case of all defects and insufficiencies in the works or materials which a reasonable examination would not have disclosed. No recommendation of the Project Architect/Consultant shall of itself be conclusive evidence that any works or materials to which it relates are in accordance with the contract.

The Project Architect/Consultant shall have power to withhold any payment if the works or any parts thereof are not being carried out to satisfaction. Payment upon the Engineer-in-Charge's recommendation shall be made within the period mentioned in the Appendix.

34. Unfixed Materials When Taken Into Account to be the Property of the Employer

When in any certificate of which the Contractor has received payment, the Project Architect/Consultant should have the authority to include the value of unfixed materials intended for and/or placed on or adjacent to the works. Such materials shall become the property of the Employer for any loss or damage to which the Contractor shall be responsible and they shall not be removed from the site except for use upon the works without the written authority of the Engineer-in-Charge.

35. Certificate of Virtual Completion

The work shall not be considered as completed until the Project Architect/Consultant certify in writing that they have been virtually completed and the Defects Liability period shall commence from the date of such certificate.

36. Defects after Completion

The defects, shrinkage, settlements or other faults which may appear within the Defects Liability Period, stated in the Appendix hereto or if not stated then within twelve months after the Virtual Completion of the works, arising in the opinion of the Project Architect/Consultant from material or workmanship not in accordance with the contracts, shall upon the direction in writing of the Employer and within such reasonable time as shall be specified therein, be amended and made good by the Contractor, at his own cost, unless the Project Architect/Consultant shall decide that the contractor ought to be paid for such amending and making good; and in case on default the Employer may employ and pay other persons to amend and make good such defects, shrinkage settlements or other faults, and all damage, loss and expenses consequent thereon or incidental thereto shall be made good and borne by the Contractor and such damage, loss and expenses shall be recoverable from him by the Employer or may be deducted by the Employer upon the Engineer-in-Charge's certificate in writing from and moneys due or that may become due to the Contractor or the Employer may in lieu of such amending and making good by the Contractor deduct from any money due to the Contractor a sum to be determined under Clause No. 25 being insufficient, recover the balance from the Contractor, together with any expenses the Employer may have incurred connection therewith should any defective work have been done or material supplied by any Sub-Contractor employed on the work who has been nominated or approved by Project Architect/Consultant as provided in Clause No. 20 the Contractor shall be liable to make good in the same manner as if such work or material had been done or supplied by the Contractor and be subject to the provision of this clause and Clause No. 2 hereof. The Contractor shall remain liable under the provisions of this clause notwithstanding the signing by the Project Architect/Consultant of any certificate or the passing of accounts.



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37. Other Persons Engaged by Employer

The Employer with the consent of the Project Architect/Consultant reserves the right to execute any work not included in the Contract which he may desire to have carried out by other persons, and the Contractor shall allow all reasonable facilities and the use of his scaffolding and plant for the execution of such work but is not required to provide any special plant or material for the execution of such work except by special arrangement with the Employer. Such work, shall be carried out in such manner as not to impede the progress of the work included in the Contract and the Contractor shall not be responsible for any damage or delay which may happen to or occasioned by such work.

38. Suspension

If the Contractor except on account of any legal restraint upon the Employer preventing the continuance of work or in case of a Certificate for interim payment not paid within the period for honouring the certificate shall suspend the works or in the opinion of the Project Architect/Consultant shall neglect or fail to proceed with due diligence in the performance of his part of the Contract or if he shall more than once make default in respect of Clause No. 2 the Employer shall have the power to give notice in writing to the Contractor requiring that the work be proceeded within reasonable manner and with reasonable despatch such notice shall purport to be a notice under this clause. After such notice shall have been given the Contractor shall not be at liberty to remove from the site of the work or from any ground continuous thereto any plant or materials belonging to him which will have been placed thereon for the purpose of the works and the Employer shall have a lien upon all such plant and materials to subsist from the date of such notice being given until the notice shall have been complied with. If the Contractor shall fail for seven days after such notice have been given to proceed with the works as therein prescribed, the Employer may proceed as provided in Clause No. 37.

39. Termination of Contract by Employer

If the Contractor (being an individual or a firm) commits any "act of insolvency", or shall be adjudged an insolvent, shall make an assignment or composition for the benefit of the greater part in number or amount of his creditors, or shall enter into a Deed of Assignment with his creditors or, (being an incorporated company) shall have an order made against him or pass an effective resolution or winding up either compulsory or subject to the supervision of the court or voluntary, or if the official assignee of the Contractor shall repudiate the Contractor or if the official assignee or the liquidator in any such winding up shall be unable within seven days after notice to him requiring him to do so, to show to the reasonable satisfaction of the Employer that he is able to carry out and fulfil the Contract and if required by the Employer to give security therefore or if the Contractor, (whether an individual, firm or incorporated Company) shall suffer execution to be issued, or if the Contractor shall suffer any payment Contractor shall assign or sublet the Contract without the consent in writing of the Project Architect/Consultant first obtained, or if the Contractor shall charge or encumber this Contract or any payments due or which may become due to the Contractor there under, or if the Project Architect/Consultant shall certify in writing to the Employer that in their opinion the Contractor.

(1) has abandoned the Contract, or



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- (2) has failed to commence the work, or has without any lawful excuse under these conditions suspended the progress of the work for fourteen days after receiving from the Project Architect/Consultant written notice to proceed, or
- (3) has failed to proceed with the works with such due diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or
- (4) has failed to remove materials from the Project Architect/Consultant written notice that the said materials or work were condemned and rejected by the Project Architect/Consultant under these conditions, or
- (5) has neglected or failed persistently to observe and perform all or any of the acts, matter or things by this Contract to be observed and performed by the Contractor for seven days after written notice shall have been given to the Contract requiring the Contractor to observe or perform the same, or
- (6) has to the detriment of good workmanship or in defiance of Architects instructions to the contrary sublet any part of the Contract.

Then and in any of the said causes the Employer with the written consent of Project Architect/Consultant may not withstanding any previous waiver, after giving seven days notice in writing to the Contract, determine the Contract, out without thereby affecting the power of Architects or the obligations and liabilities of the Contractor, the whole of which shall continue to be in force as fully as if the Contractor has not been so determined and as if the works subsequently executed has been executed by or on behalf of the Contractor. Further, the Employer with consent of the Project Architect/Consultant may enter upon and take possession of the works and all plants, tools, scaffolding sheds, machinery steam and power, utensils and material, lying upon premises or the adjoining lands or roads, and use 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, by employing and other Contractors or other person or persons to complete the works, and the Contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other Contractor or other persons or persons employed for completing and finishing or using materials and plant for the work. When the work shall be completed, or soon thereafter as convenient the Project Architect/Consultant shall give a notice in writing to the Contractor to remove his surplus materials and plant and should the Contractor fail to do so within a period of 14 days after receipt thereof by him, the Employer may sell the same by public auction and shall give credit to the Contractor for the amount so realized. The Project Architect/Consultant shall thereafter ascertain and certify if writing under their hand (if anything) shall be due or payable to by the Employer, for the value of the said plant and materials so take possession of by the Employer, and the expense or loss which the Employer shall have been put to in getting the works to be so completed and the amount, if any owing to the Contractor and the amount which shall be so certified shall, thereupon, be paid by the Employer to the Contractor or by Contractor to the Employer, as the case may be and Certificate of the Project Architect/Consultant shall be final and conclusive between the parties.

40. Disputes to be Finally Determined by Employer

The decision opinion, direction, certificate or valuation with respect to all or any of the matters under Clause No. 2, 4, 10, 17, 21, 29, 34 and 35 hereof (which matters are herein referred to as excepted matters) shall be final and conclusive and binding on the parties hereto and shall be without appeal. Any other decision, opinion, direction, certificate or valuation of the Employer or any refusals of the Architects to give any of the same shall be subject to the right or Arbitration and review in the same way in all respects (including the provision as to opening the reference) as if it was a decision of the Employer.



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41. Retention Money

Retention money shall be deducted from each RA and Final Bill as per details given in Section-C (Appendix to the Form of Tender).

42. Disputes

- 1) All disputes relating to this Work Order shall be subject to and be referred to a Sole Arbitrator to be appointed by the employer. Such arbitration shall otherwise be governed by Arbitration Act (latest).
- 2) In the event of there being discrepancy, ambiguity or omission or any error or difference of opinion regarding the interpretation or granting of any specifications, designs, description or instruction relating to the works to be executed the decision of the Project Architect/Consultant thereon shall be final and binding on the Contractors and the Contractors shall not be entitled to claim any additional or extra payment or claim or any other benefit or advantage for the same.
- 3) In case there is any discrepancy between the specification and BOQ, or between the drawings and specification, the instruction of the Project Architect/Consultant would be final and binding on the contractors.
- 4) Jurisdiction to be limited to the Courts of Law at Kolkata as suitable to Client.

43. Settlement of Disputes:

43.1 Matter to be settled by Employer:

All disputes and differences of any kind whatsoever arising out of or in connection with the contract, whether during the progress of the works or after their completion shall be referred by the contractor to the Employer and the Employer shall within a reasonable time after their presentation make and notify decisions thereon in writing.

The decisions, directions, clarifications, measurements, drawings and certificates with respect to any matter the decision for which is specially provided for by these or other special conditions to be given and made by the Employer or by the Architect on behalf of the Employer are matters which are referred to hereinafter as Excepted matters and shall be final and binding upon the contractor and shall not be set aside on account of non-observance of any formality, any omission, delay or error in proceeding in or about the same or on any other ground or for any reason and shall be without Appeal.

In the event of any dispute or difference between the parties hereto as to the construction or operation of this contract, or the respective rights and liabilities of the parties on any matter in question, dispute or difference on any account or as to the withholding by the Employer of any certificate to which the contractor may claim to be entitled to or if the Employer fails to make a decision within a reasonable time, then and if any such case, but except in any of the Excepted matters referred to in the above clause, the contractor after 90 days of his presenting his final claim on the disputed matters, may demand in writing that the dispute or difference be referred to arbitration. Such demand for arbitration shall specify the matters which are in question, dispute or difference, and only such dispute or difference other than Excepted matters of which the demand has been made and no other dispute or difference shall be referred to the arbitration of an officer of the Employer to be nominated by Managing Director of the Employer for the time being or if there be no Managing Director at the relevant time then by the Board of Directors of the Employer and the provisions of the Indian Arbitration Act, 1940 for the time being in force or of any other Act



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of the Legislature passed in substitution thereof or modifications thereof and for the time being in force shall apply to such arbitration.

43.2 Arbitration

All dispute and differences of any kind whatever arising out of or in connection with the Contract or the carrying out of the works (whether during the progress of the works or after their completion and whether before or after the determination, abandonment or breach of the Contract) shall be referred to and settled by the Architect who shall state his decision in writing. Such decision may be in the form of a Final Certificate or otherwise. The decision of the Architect with respect of any of the Excepted Matters shall be final and without appeal; but if either the Employer or the Contractor be dissatisfied with the decision of the Architect on any matter, question or dispute of any kind (except any of the Expected Matters) or as to the withholding by the Architect of any certificate to which the Contractor may claim to be entitled then and in any such case either party (the Employer or the Contractor) may within 28 (twenty eight) days after receiving notice of such decision give a written notice to the other party through the Architect requiring that such matters in dispute be Arbitrated upon. Such written notice shall specify the matters which are in dispute and such dispute or difference of which such written notice has been given and no other shall be and is hereby referred to the Arbitration and final decision of a single Arbitrator being a Fellow of the Indian Institute of Architects to be agreed upon and appointed by both the parties or in case of disagreement as to the appointment of a single Arbitrator to the Arbitration of two Arbitrators both being Fellows of the Indian Institute of Architects one to be appointed by each party, which Arbitrators shall before taking upon themselves the burden of reference appoint an Umpire.

The Arbitrator, the Arbitrators or the Umpire as the case may be shall have power to open up review and revise any certificate, opinion, decision, requisition or notice save in regard to the Excepted Matters and to determine all matters in dispute which shall be submitted to him or them and of which notice shall have been given as aforesaid.

Upon every or any such reference the cost of and incidental to the reference and Award respectively shall be to the direction of the Arbitrator or Arbitrators or the Umpire as the case may be who may determine the amount thereof or direct the same to be taxed as between Attorneys and Client or as between party and party and shall direct by whom and to whom and in what manner the same shall be borne and paid. This submission shall be deemed to be a submission to Arbitration within the meaning of the Indian Arbitration Act 1940 or any modification thereof for the time being in force. The Award of the Arbitrator or Arbitrators or the Umpire as the case may be shall be final and binding on the parties. Such reference except as to the withholding by the Architect of any Certificates to which the Contractor claims to be entitled shall not be opened or entered upon until after the completion or alleged completion of the works or until after the practical cessation of the works arising from any cause unless with the written consent of the Employer and the Contractor. Provided always that the Employer shall not withhold the payment of an Interim Certificate nor the Contractor except with the consent in writing of the Architect in any way delay the carrying out of the works by reason of any such matters, question or dispute being referred to Arbitration but shall proceed with the work with all due diligence and shall until the decision of the Arbitrator or Arbitrators or the Umpire as the case may be, given, abide by the decision of the Architect and no Award of the Arbitration or the Arbitrators or the Umpire as the case may be shall relieve the Contractor of his obligations to adhere strictly to the Architect's instructions with regard to the actual carrying out of the works. The Employer and the Contractor hereby also agree that Arbitration under this clause shall be a condition precedent to any right of action under the Contract.



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The contractor shall not, except with the consent in writing of the Employer, the Architects, in any way delay the carrying out of the work by reason of any such matter, question or dispute being referred to arbitration but shall proceed with the work with all due diligence and shall, until the decision of the arbitration is given, abide by the decision of the Architect and no award of the arbitrator shall relieve the contractor of his obligations to adhere strictly to the Architect's instructions with regard to the actual carrying out of the work except as specifically affected by such award.

44. Idle Labour

The contractor has to plan his material requirement to be issued by the Employer well in advance and inform the Employer at least one month in advance. In Case work hampered for want of free issue material due to non submission of requirement in proper time, no compensation or idle payment shall be entertained. On no account whatsoever will claims for compensation on account of idle labour be entertained or accepted.

45. Co-operation

The Contractor will be required to co-operate with other Contractors whose work may be affected by the work under this contract.

46. Pumping / De-watering

Continuous or as required pumping / de-watering have to be done by the contractor as and when required or as directed by Project Architect/Consultant at their own cost. No extra payment will be allowed for dewatering at any of the items, such as earth work in excavation, P.C.C, R.C.C, reinforcement, shuttering, shoring, etc. The contractor is to quote rates including cost of de-watering as required.

47. Rejection & Compensation

In case of bad workmanship or bad materials and/or work not executed as per provision of relevant drawing / instruction in part or in full, incorporated in the work, the Project Architect/Consultant shall have powers to remove the same and have it replaced. No payment for such bad and rejected work or materials shall be made. Cost of replacing the work including cost of materials will be recovered at the sole discretion of the Project Architect/Consultant from any due or that may become due to the Contractor. The Project Architect/Consultant will have the authority to determine this amount for any such faults.

48. Urgent Repair/Urgent Work

During the period of execution of work or maintenance, the contractor shall repair or provide remedial measure to any damage or discrepancy on urgent basis at the instruction of engineer in charge, if he/she feels it urgently necessary for the safety of the work. The engineer in charge reserves the right to get the same done by other agencies in case the contractor is unable or unwilling to do so. If the work so done, in opinion of engineer in charge, is the liability of the contractor then all the expenses properly incurred by the employer in so doing shall be recovered from the dues of the contractor.

54. Site Order Book:

The Contractor shall maintain a site order book as approved by Employer, on which the Employer and his representative shall record instructions, a copy of which shall be handed over to the Employer periodically. The contractor shall promptly comply with such instruction.



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SECTION – I: SCHEDULED DATES AND TIME FOR TENDER

1. Availability of Tender Document for Civil & Electrical Work of Serampore-Hooghly Chapter, The Institute of Cost Accountants of India – from ... **29.04.2025 (6.00 P.M.)**
2. Submission filled in Tender Forms at Chapter Office start date - **from 01.05.2025.**
3. Pre-Bid Meeting - **09.05.2025 (4.00 P.M.)**
4. Last Date for submission of Tender Forms at Chapter Office - **19.05.2025 (2.00 P.M.)**
5. Opening of Technical Bid at Chapter Office - **19.05.2025 (3.00 P.M.)**
6. Opening of Financial Bid of qualified Contractors - **will be intimated later**

SECTION – J: LIST OF APPROVED MAKES/ AGENCIES FOR CIVIL, ARCHITECTURAL, PHE & ELECTRICAL

S. NO.	DESCRIPTION OF ITEM	APPROVED MAKES/ MANUFACTURERS
1	Ordinary Portland Cement Grade – 43 or PPC with fly ash content	Ultratech, ACC, Dalmia /Konark, JSW or Equivalent
2	White Cement	JK, Birla, ACC or Equivalent
3	Thermo Mechanically Treated Bars	SAIL, TATA, RINL or Equivalent
4	Wall putty	Birla white, JK White, Dalmia or Equivalent
5	Cement Primer	Asian Paints, Berger, ICI or Equivalent
6	Distemper/ Acrylic Paint/ Textured	ICI, Asian Paints, Berger or Equivalent
7	Special Enamel Paint	Asian Paints, Berger, ICI or Equivalent
8	Flush Door Shutters & Paneled Doors	Archid Ply, National, Green Ply, Duro, Century or Equivalent
9	Pre laminated Particle Board, Plywood, Block Board, Soft Board	Archid Ply, Merino, National, Duro, Kit ply, Novapan, Green Ply, Green Lam, Century or Equivalent
10	MDF Board	Novapan , Green Ply, Century Ply, Archid or Equivalent
11	SS Hardware Fittings	Hafele, Hettich, Dorma or Equivalent
12	Mortice Lock & Latch, Night Latch	Dorset, Godrej, Hafele or Equivalent
13	Hydraulic Door Closer/ Concealed Door closer	Hafele, Ozone, Hettich, Dorma, Godrej, Dorset or Equivalent
14	High Performance Glass	Saint Gobain, Asahi, Hindustan Pilkington or Equivalent
15	Float Glass	Saint Gobain, Asahi, Hindustan Pilkington or Equivalent
16	Source of Toughening of Glass	Gold Plus, Asahi, Sure Safe or Equivalent
17	Aluminum Structural Members/ Aluminum Extrusions	Hindalco, Indalco, Jindal or Equivalent
18	Frameless Glass Door Patch Fittings	Dorma, Hafele, Ozone or Equivalent
19	Aluminum Composite Panels	Alucobond, Aludecor, Alstrong or Equivalent



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S. NO.	DESCRIPTION OF ITEM	APPROVED MAKES/ MANUFACTURERS
20	Silicon Sealants	Dow Corning, Wacker, GE Silicon or Equivalent
21	Polysulphide Sealants	Pidilite, Fosroc, STP, Sika, Penetron or Equivalent
22	S S Screws for Fabrication	Kundan, Puja, Atul or Equivalent
23	Vitrified Tiles	Kajaria, Johnson, NITCO, RAK or Equivalent
24	Ceramic Glazed Tiles	Kajaria, Johnson, NITCO, RAK or Equivalent
25	Gypsum Board	Lafarge (La Gyp), India Gypsum (Saint Gobain), Armstrong or Equivalent
26	Decorative Veneered Ply	Green Ply, Archid Ply, Kitply, Century or Equivalent
27	Locks	Godrej, Dorset, Ozone or Equivalent
28	Laminates	Formica, Sunmica, Merino, Greenlam, Century, Green or Equivalent
29	Float Glass	Asahi, SaintGobain, Hindustan Pilkington or Equivalent
30	Polymer Sealants, Concrete Additives	Sika, CICO-TL, Fosroc, Dr. Fixit, STP, Pidilite, Penetron or Equivalent
31	Aluminium Fittings	Nulite, Argent, Parsuram, Sunfire, RKCP, Pamini or Equivalent
32	Crystalline water proofing admixtures	Penetron, Vandex, Zydex, Dr Fixit or Equivalent
33	Tile adhesive and Grouts	Sika, MykLaticrete, Dr Fixit, Fosroc, Ardex Endura or Equivalent
34	Water Proofing Chemicals	Pidilite, Sika, Fosroc, Penetron, Dr Fixit or Equivalent
35	Admixtures/ Pigments	Pidilite, Penetron, Fosroc, Sika, Dr Fixit or Equivalent
36	UPVC Doors and windows	WINSTA/ KOEMMERLING/ FENESTA or Equivalent
37	Cement fiber board	SHERA, SaintGobain, Everest or Equivalent
38	PVC / uPVC Pipe & Fittings	Supreme, Finolex, PRINCE, ASTRAL or Equivalent
39	PVC insulated copper conductor stranded flexible wires	Finolex, R R Kabel, Rajnigandha, HAVELLS, Mescab or Equivalent
40	PVC Conduit & Accessories (ISI approved)	AKG, Precision, Panasonic, Anchor or Equivalent
41	Switch & Socket	MK(Blenze), Legrand (Arteor), Schneider (Unica), Crabtree (Murano) or Equivalent
42	Lighting Fixture	
	a. Fluorescent/ CFL/ LED	Philips, Trilux, Wipro or Equivalent



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SECTION -K: DECLARATION OF NON- INELIGIBILITY

Organization Name:

Ref. Tender no.

Declaration of Non-Ineligibility (By the Bidder)

We, M/s (Name of bidder) hereby certify that I/we have not been banned/de-listed/de-barred from business by any PSU/Govt. Department during last 03 (three) years.

(Seal & Signature of the Bidder)



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SECTION-L: PRICE BID

(SCHEDULE OF QUANTITIES)

Rates & Amounts are to be written in both figure and in words. If there is a difference in figure and word, then amount written in word should be treated as correct. Rate should be quoted for each item separately and if the rate is not quoted for any item, successful contractor should execute the work free of cost, please note.

Rates & Amounts are in INR

SCHEDULE OF ITEMS FOR REPAIR AND RENOVATION OF OFFICE OF THE INSTITUTE OF COST ACCOUNTANTS OF INDIA OFFICE SERAMPORE-HOOGHLY CHAPTER, SERAMPORE, HOOGHLY					
Sl. No.	Description	Unit	Quantity	Rate	Amount
	DISMANTLING AND DEMOLISHING				
1.0	Dismantling doors, windows and clerestory windows (steel or wood) shutter including chow khats, architrave, holdfasts etc. complete and stacking within 50 Metres lead :				
	Of area beyond 3 sq. Metres	Each	4.00		
2.0	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead.	Sqm.	151.20		
	CONCRETE WORK				
3.0	Providing and laying in position cement concrete of specified grade excluding the cost of centering and shuttering - All work up to plinth level.				
3.1	1:3:6 (1 cement: 3 coarse sand: 6 graded stone aggregate 20 mm nominal size) At External drain	Cum.	3.13		
	BRICK WORK				
4.0	Half brick masonry with common burnt clay F.P.S. (non modular) bricks of class designation 7.5 in superstructure above plinth level up to floor V level To cover the existing Windows				
	Cement mortar 1:4 (1 cement :4 coarse sand)	Sqm.	4.58		
5.0	Extra for providing and placing in position 2 Nos 6mm dia. M.S. bars at every third course of half brick masonry. To cover the existing Windows	Sqm.	4.58		
	WOOD & PVC WORK				



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6.0	Providing and fixing laminated veneer on existing door on both side complete with all respect	Sqm.	14.07		
7.0	Extra for providing lipping with 1st class teak wood battens 25 mm minimum depth on all edges of shutters (over all area of door shutter to be measured).	sqm	4.83		
8.0	Providing and fixing S.S. handles with necessary screws etc. complete:				
	125 mm	Each	12.00		
9.0	Providing and fixing bright finished SS hanging type floor door stopper with necessary screws, etc. complete	Each	7.00		
10.0	Providing and fixing chromium plated SS 100 mm mortice latch and lock with 6 levers and a pair of lever handles of approved quality with necessary screws etc. complete.	Each	3.00		
11.0	Providing and fixing aluminium sliding door bolts ISI marked anodized transparent or dyed to required colour or shade with nuts and screws etc. complete.				
	250 x 16 mm	Each	3.00		
12.0	Providing and fixing aluminium extruded section body tubular type universal hydraulic door closer (having brand logo with ISI, embossed on the body, door weight up to 36 kg to 80 kg and door width from 701 mm to 1000 mm), with double speed adjustment with necessary accessories and screws etc complete.	Each	6.00		
13.0	Providing and fixing SS tower bolts ISI marked anodized (anodic coating not less than grade AC 10 transparent or dyed to required colour or shade with necessary screws etc. complete.				
	200 x 10 mm	Each	6.00		
14.0	Providing and fixing to existing door frames. 30 mm thick Glass Fibre Reinforced Plastic (FRP) paneled door shutter of required colour and approved brand and manufacture, made with fire - retardant grade unsaturated polyester resin, moulded to 3 mm thick FRP laminate for forming hollow rails and styles, with wooden frame and suitable blocks of seasoned wood inside at required places for fixing of fittings, cast				



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	monolithically with 5 mm thick FRP laminate for panels conforming to IS: 14856, including fixing to frames.				
14.1	Door shutter for Toilet	sqm	3.15		
15.0	Providing and fixing Fiber Glass Reinforced plastic (FRP) Door Frames of cross-section 90 mm x 45 mm having single rebate of 32 mm x 15 mm to receive shutter of 30 mm thickness. The laminate shall be moulded with fire resistant grade unsaturated polyester resin and chopped mat. Door frame laminate shall be 2mm thick and shall be filled with suitable wooden block in all the three legs. The frame shall be covered with fiber glass from all sides. M.S. stay shall be provided at the bottom to steady the frame. For Toilet	metre	9.90		
	ALUMINIUM WORK				
16.0	Providing and fixing aluminium work for doors, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc.				
	Aluminium sections shall be smooth, rust free, straight, mitered and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately) :				
16.1	For fixed portion				
16.1.1	Coloured Powder coated aluminium (minimum thickness of powder coating 50 micron)	Kg.	228.76		
16.2	For shutters of doors & ventilators including providing and fixing hinges/ pivots and making provision for fixing of fittings wherever required including the cost of EPDM rubber / neoprene gasket required (Fittings shall be paid for separately)				
16.2.1	Coloured Powder coated aluminium (minimum thickness of powder coating 50 micron)	Kg.	182.85		
17.0	Providing and fixing 12 mm thick prelaminated particle				



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	board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in paneling fixed in aluminum doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per architectural drawings and directions of engineer in-charge.				
17.1	Pre-laminated particle board with decorative lamination on both sides	Sqm.	37.73		
18.0	Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc complete as per the architectural drawings and the directions of engineer-in-charge. (Cost of aluminium snap beading shall be paid in basic item).				
18.1	With float glass panes of 5.0 mm thickness (weight not less than 10 kg/ sqm)	Sqm.	9.72		
18.2	With float glass panes of 8 mm thickness (weight not less than 20 kg/ sqm)	Sqm.	6.99		
19.0	Providing and fixing double action hydraulic floor spring of approved brand and manufacture, having brand logo embossed on the body / plate with double spring mechanism and door weight up to 125 kg, for doors, including cost of cutting floors, embedding in floors as required and making good the same matching to the existing floor finishing and cover plates with brass pivot and single piece M.S. sheet outer box with slide plate etc. complete as per the direction of Engineer-in-charge.				
19.1	With stainless steel cover plate minimum 1.25 mm thickness for Office Door & Main Door	Each	2.00		
20.0	Filling the gap in between aluminium frame & adjacent RCC / Brick / Stone work by providing weather silicon sealant over backer rod of approved quality as per architectural drawings and direction of Engineer-in-charge.				
20.1	Up to 5 mm depth and 5 mm width	Mtr.	96.99		
21.0	Providing and fixing 12 mm thick frameless toughened glass door shutter of approved brand and manufacture, including providing and fixing top & bottom pivot & double acting hydraulic floor spring type fixing arrangement and making necessary holes etc. for fixing required door fittings, all complete as per direction of Project Architect/Consultant (Door handle, lock and stopper etc. to be paid separately).	Sqm.	2.15		



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	For Office Room Door				
22.0	Providing and fixing false ceiling at all height including providing and fixing of frame work made of special sections, power pressed from M.S. sheets and galvanized with zinc coating of 120 gms/sqm (both side inclusive) as per IS : 277 and consisting of angle cleats of size 25 mm wide x 1.6 mm thick with flanges of 27 mm and 37 mm, at 1200 mm centre to centre, one flange fixed to the ceiling with dash fastener 12.5 mm dia x 50 mm long with 6 mm dia bolts, other flange of cleat fixed to the angle hangers of 25x10x0.50 mm of required length with nuts & bolts of required size and other end of angle hanger fixed with intermediate G.I. channels 45x15x0.9 mm running at the spacing of 1200 mm centre to centre, to which the ceiling section 0.5 mm thick bottom wedge of 80 mm with tapered flanges of 26 mm each having lips of 10.5 mm, at 450 mm centre to centre,				
	shall be fixed in a direction perpendicular to G.I. intermediate channel with connecting clips made out of 2.64 mm dia x 230 mm long G.I. wire at every junction, including fixing perimeter channels 0.5 mm thick 27 mm high having flanges of 20 mm and 30 mm long, the perimeter of ceiling fixed to wall/partition with the help of rawl plugs at 450 mm centre, with 25mm long dry wall screws @ 230 mm interval, including fixing of gypsum board to ceiling section and perimeter channel with the help of dry wall screws of size 3.5 x 25 mm at 230 mm c/c, including jointing and finishing to a flush finish of tapered and square edges of the board with recommended jointing compound, jointing tapes, finishing with jointing compound in 3 layers covering up to 150 mm on both sides of joint and two coats of primer suitable for board, all as per manufacturer's specification and also including the cost of making openings for light fittings, grills, diffusers, cutouts made with frame of perimeter channels suitably fixed, all complete as per drawings, specification and direction of the Engineer in Charge but excluding the cost of painting with :				
22.1	12.5 mm thick tapered edge gypsum plain board conforming to IS: 2095- (Part I) : 2011 (Board with BIS certification marks) For Hall & Office Room	Sqm.	0.00		
	PLASTERING & POINTING WORK				



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SERAMPORE-HOOGHLY CHAPTER

CMA BHAWAN

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23.0	Cement Plaster (In Coarse Sand)				
23.1	12 mm cement plaster of mix :				
23.1.1	1:6 (1 cement : 6 coarse sand)	Sqm.	129.92		
23.2	20 mm cement plaster (Double Coat) of mix :				
23.2.1	1:6 (1 cement: 6 coarse sand)	Sqm.	36.74		
24.0	Providing and applying white cement-based putty of average thickness 1 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete.	sqm	412.91		
25.0	Finishing walls with Premium Acrylic Smooth exterior paint with Silicone additives of required shade:				
25.1	New work (Two or more coats applied @ 1.43 ltr/10 sqm over and including priming coat of exterior primer applied @ 2.20 kg/10 sqm)	sqm	36.74		
26.0	Applying one coat of water thinnable cement primer of approved brand and manufacture on wall surface :				
26.1	Water thinnable cement primer	sqm	412.91		
27.0	Wall painting with premium acrylic emulsion paint of interior grade, having VOC (Volatile Organic Compound) content less than 50 grams/litre of approved brand and manufacture, including applying additional coats wherever required to achieve even shade and colour.				
27.1	Two coats	sqm	412.91		
28.0	Finishing with Epoxy paint (two or more coats) at all locations prepared and applied as per manufacturer's specifications including appropriate priming coat, preparation of surface, etc. complete.				
28.1	On steel work	sqm	13.14		
	FLOORING WORK				
29.0	Providing and laying vitrified floor tiles in different sizes (thickness to be specified by the manufacturer) with water absorption less than 0.08% and conforming to IS: 15622, of approved make, in all colours and shades, laid on 20mm thick cement mortar 1:4 (1 cement: 4 coarse sand) jointing with grey cement slurry @ 3.3kg/sqm including grouting the joints with white cement and matching pigments etc., complete.				



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29.1	Size of Tile 600x600 mm	Sqm.	120.78		
30.0	Providing and laying anti skid rectified Glazed Ceramic floor tiles of size 300x300 mm or more (thickness to be specified by the manufacturer), of 1st quality, of approved make, in all colours, shades, except White, Ivory, Grey, Fume Red Brown, laid on 20 mm thick Cement Mortar 1:4 (1 Cement : 4 Coarse sand), jointing with grey cement slurry @ 3.3kg/sqm including pointing the joints with white cement and matching pigments etc., complete.	Sqm.	4.30		
31.0	Providing and fixing 1st quality ceramic glazed wall tiles of size 300x600 mm or more (thickness to be specified by the manufacturer), of approved make, in all colours, shades except burgundy, bottle green, black of any size as approved by Engineer-in-Charge, in skirting, risers of steps and dados, over 12 mm thick bed of cement mortar 1:3 (1 cement : 3 coarse sand) and jointing with grey cement slurry @ 3.3kg per sqm, including pointing in white cement mixed with pigment of matching shade complete.	Sqm.	21.21		
WATER PROOFING TREATMENT WORK					
32.0	For sealing cracks and faulty construction joints, routed out/making U-shape groove size 25x25mm and then primed the area with integral crystalline slurry @0.05kg/ running metre and while the surface is tacky filled the groove upto surface with crystalline mortar @1.50kg/ running metre. Once crystalline mortar is touch dry then finally applied two coats of integral crystalline slurry @0.05kg/running meter per coat.	Mtrs.	32.00		
33.0	Grouting Operation: Drilling or cutting hole and fixing nozzle of dia 15 mm shall be placed on a random basis depending upon severity of damages.				
	Nozzles has to be placed all through construction joints with a close interval for maximum penetration chemical mixed cement slurry. The nizzle has to be fix with instant setting chemicals and cement.				
	Grouting cementitious slurry and mix NSPG component (Dr. Fixit, Pidicrete AM or equivalent), an expanding grout admixture with cement slurry and to be injected inside the concrete wall/floor by hand pump for caring out grouting operation.	Per nozzle	361.00		



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34.0	Dampproof/ Waterproofing Cleaning the surface, Patching the brick joint at outside wall and inside wall with cement sand mortar mix with chemical Latex or equivalent after then apply two coat of Polymer coating at the interval of 6 to 8 hours	Sqm.	48.00		
	DRAINAGE SYSTEM				
35.0	Providing and fixing Chlorinated Polyvinyl Chloride (CPVC) pipes, having thermal stability for hot & cold water supply including all CPVC plain & brass threaded fittings. This includes jointing of pipes & fittings with one step CPVC solvent cement, trenching, refilling & testing of joints complete as per direction of Engineer in Charge : External work				
35.1	100 mm nominal inner dia. Pipes.	Mtr.	9.20		
35.2	150 mm nominal inner dia. Pipes.	Mtr.	13.90		
	SUPPLY, INSTALLTION, TESTING & COMMISIONNING OF LIGHTING FIXTURES, CEILING FANS ETC				
36.0	Wiring for light point/ fan point/ exhaust fan point/ call bell point with 1.5 sq.mm FRLS PVC insulated copper conductor single core cable in surface / recessed medium class PVC conduit, with piano type switch, phenolic laminated sheet, suitable MS box and earthing the point with 1.5 sq.mm. FRLS PVC insulated copper conductor single core cable etc as required.				
	Group B	Point	21.00		
37.0	Providing and fixing LED light fixtures PHILIPS Cat No DN 392B LED10S-6500 PSU WH with LED lamp or approved equal in quality and design.	Set	0.00		
38.0	Providing and fixing 40W T5 LED Tube light fixtures with betten complete with all respect.	Set	21.00		
39.0	Distribution wiring in 1.1KV single core stranded 'FR PVC insulated & unsheathed copper wire (Brand approved by EIC) in 20mm size PVC rigid conduit 'FR'(Precision make or equivalent) incl. necessary fittings as required.				
	2 X 22/03(1.5 sq.mm)+1X22/0.3(1.5 sq.mm) ECC	Mtr.	272.00		
40.0	Supplying and fixing following way, horizontal type three pole and neutral, sheet steel, MCB distribution board, 415 volts, on surface/ recess, complete with tinned copper bus bar, neutral bus bar, earth bar, din				



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	bar, interconnections, powder painted including earthing etc. as required. (But without MCB/RCCB/ Isolator)				
	6 way (4 + 18), Single door	Each	1.00		
41.0	Supplying and fixing 5 amps to 32 amps rating, 240/415 volts, "C" curve, miniature circuit breaker suitable for inductive load of following poles in the existing MCB DB complete with connections, testing and commissioning etc. as required.				
	Single pole	Each	11.00		
42.0	Wiring for AC point with 4 sq. mm. Insulated copper conductor 1100 volts grade stranded flexible FRLS wires of approved make in concealed minimum 2mm thick FRLS PVC conduit (as per IS 9537 part 3) including providing and fixing of 20 amps flush mounted switch at the normal switch level in 1.6 mm thick GI box and 32 amps 3 pin metalclad socket outlet with ON indicator with lockable acrylic door and earthing of through the third pin of the socket outlet and GI box with 2.5 sq. mm. PVC insulated copper conductor flexible FRLS wire.	Point	5.00		
TOTAL AMOUNT (in figure (Rs.....)					
In words (Rupees)					

Declaration:

We /our Company understood the requirements involved. We agree to all the terms and conditions as indicated in this EOI/Tender Notice. We are not debarred by any of the departments of the Institute.

I/We, agree that this Tender will remain valid for acceptance for a period of 90 (ninety) days from the date of opening of tenders.

Please Note: - The above-mentioned quantities are tentative. The payment will be made as per the actual quantity to be executed after completion of the said work.

.....
(Signature in full of contractor with seal)

Date:

Place:



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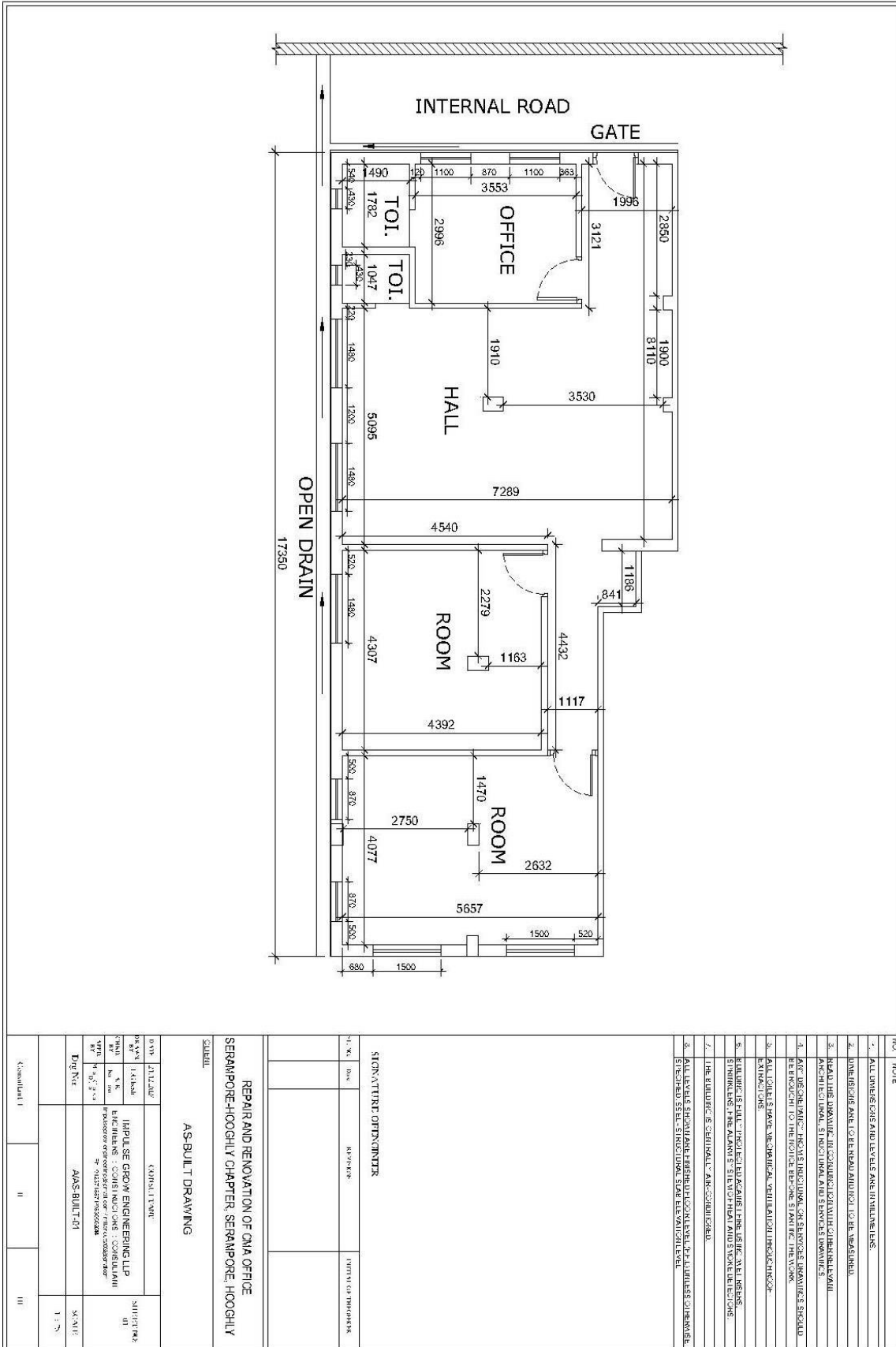
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SECTION-M: DRAWING





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SERAMPORE-HOOGHLY CHAPTER

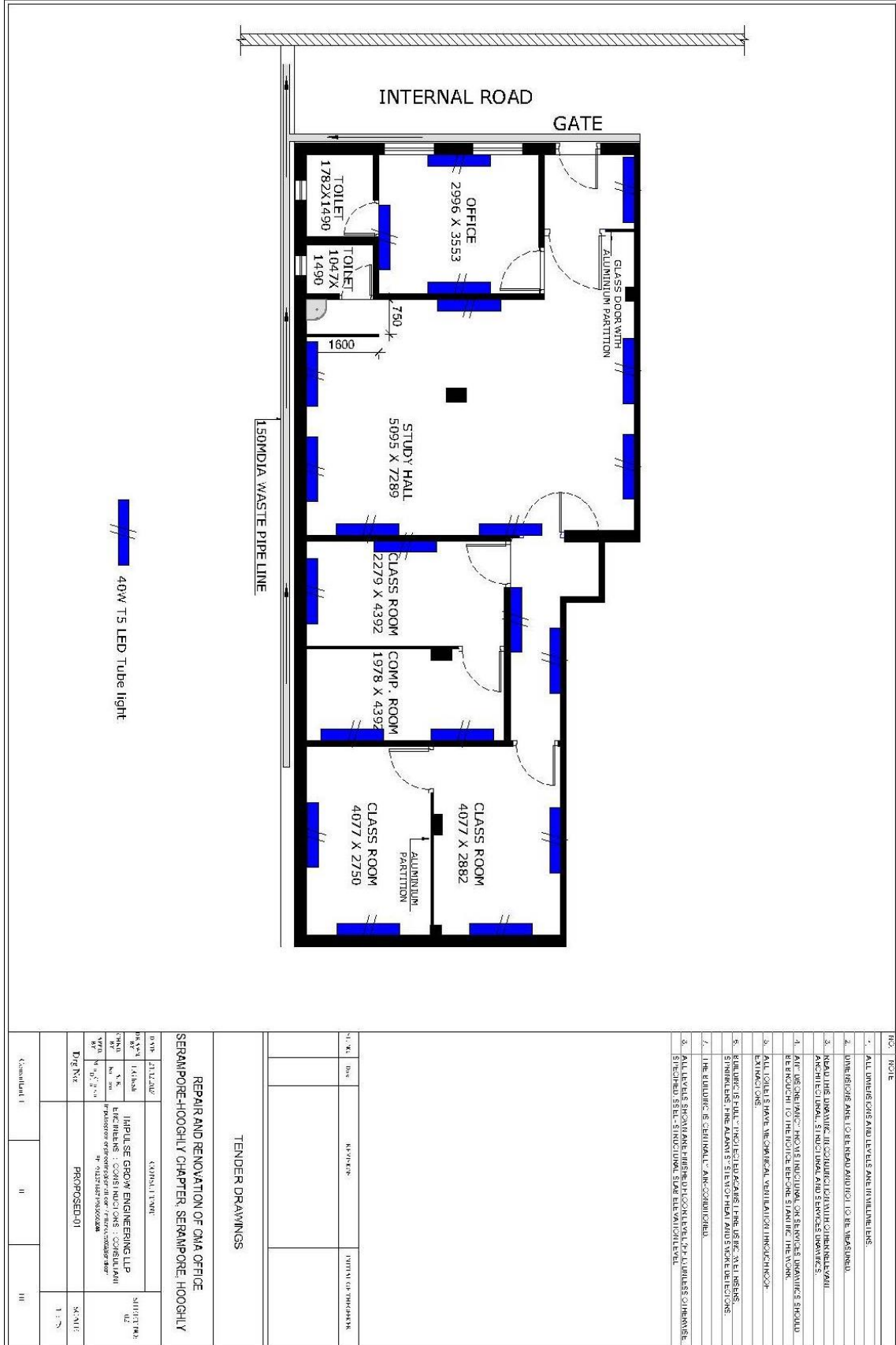
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NO.	NOTE
1.	ALL DIMENSIONS AND LEVELS ARE IN MILLIMETERS.
2.	DIMENSIONS ARE TO BE READ ACCORDING TO BE MARKED.
3.	READ THE DRAWING IN CONJUNCTION WITH OTHER RELEVANT ARCHITECTURAL, STRUCTURAL AND SERVICE DRAWINGS.
4.	ALL DIMENSIONS ARE TO BE TAKEN FROM FINISHED WORK SURFACES UNLESS SPECIFIED OTHERWISE.
5.	ALL LEVELS HAVE MEASUREMENTS TAKEN FROM FINISHED WORK SURFACES UNLESS SPECIFIED OTHERWISE.
6.	ALL LEVELS SHOULD BE TAKEN FROM FINISHED WORK SURFACES UNLESS SPECIFIED OTHERWISE.
7.	THE BUILDING IS SEISMICALLY ZONE-III.
8.	ALL LEVELS SHOULD BE TAKEN FROM FINISHED WORK SURFACES UNLESS SPECIFIED OTHERWISE.
9.	ALL LEVELS SHOULD BE TAKEN FROM FINISHED WORK SURFACES UNLESS SPECIFIED OTHERWISE.

NO.	DATE	REVISION	BY	DATE

TENDER DRAWINGS	
REPAIR AND RENOVATION OF CMA OFFICE	
SERAMPORE-HOOGHLY CHAPTER, SERAMPORE, HOOGHLY	
DATE: 21/12/2017	CAPITAL TYPE
DRAWN BY: S. BHAWAN	SCALE: AS SHOWN
CHECKED BY: S. BHAWAN	PROJECT: CMA BHAWAN
DATE: 21/12/2017	PROJECT: CMA BHAWAN
DWG NO: PROPOSED-01	SCALE: 1/8"
Sheet No: 1	Scale: 1/8"
Sheet No: 2	Scale: 1/8"
Sheet No: 3	Scale: 1/8"
Sheet No: 4	Scale: 1/8"
Sheet No: 5	Scale: 1/8"
Sheet No: 6	Scale: 1/8"
Sheet No: 7	Scale: 1/8"
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