

**STATE BANK OF INDIA  
LOCAL HEAD OFFICE, KOLKATA  
PREMISES & ESTATE DEPARTMENT  
9TH FLOOR, SAMRIDDHI BHAVAN  
KOLKATA-700001  
WEST BENGAL**

INVITES TENDERS

(TENDER)

Sl. No.	Description	
(a)	Tender ID	<b>KOL/LHO/VC/2026-27/04/10</b>
(b)	Tender Name	<b>SITC OF TREATED FRESH AIR SYSTEM OF CAPACITY 2 X 5.5 TR AT SHANTINIKETAN BRANCH AND HALDIA TOWNSHIP BRANCH</b>
(c)	Ending Date of Tender	<b>02.05.2026 up to 03:00 PM</b>

Part -1

(Technical Bid)

Name of the Tenderer.....

Address.....

.....

GSTIN.....

**The Assistant General Manager  
State Bank Of India  
Local Head Office, KOLKATA  
9TH FLOOR, Premises & Estate Department  
SAMRIDDHI BHAVAN, KOLKATA-700001  
WEST BENGAL**

**NOTICE INVITING TENDERS**

**SITC OF TREATED FRESH AIR SYSTEM OF CAPACITY 2X5.5 TR AT SHANTINIKETAN  
BRANCH AND HALDIA TOWNSHIP BRANCH**

**STATE BANK OF INDIA, LHO KOLKATA** (hereinafter referred to as **SBI**) invites Tenders from reputed Dealers /OEM's /System Integrators for SITC of treated fresh air system at SHANTINIKETAN BRANCH AND HALDIA TOWNSHIP BRANCH. The detailed prequalification criteria, scope of the services to be offered, terms and conditions for the said work are as under:

1.	Name & location of Work	:	<b>SITC OF TREATED FRESH AIR SYSTEM OF CAPACITY 2X5.5 TR AT SHANTINIKETAN BRANCH AND HALDIA TOWNSHIP BRANCH</b>
2	ESTIMATED COST		<b>Rs. 4,88,000.00 (Rupees Four Lakhs Eighty-Eight Thousand Only).</b>  This amount is exclusive of applicable <b>Goods &amp; Services Tax (GST)</b> , which shall be paid extra as applicable on final bill.
3.	<b>ELIGIBILITY CRITERIA Annexure-I</b>		
	<b><u>Pre-Qualification Criteria</u></b>		
I.	<p>The bidder should have successfully completed "<b>similar work</b>" during last 7 years ending on 31.03.2026, which should be either of the following:</p> <ul style="list-style-type: none"> <li>i) Three similar completed projects having minimum Value of Rs1.90 Lakhs or</li> <li>ii) Two similar completed projects having minimum Value of Rs2.44Lakhs or</li> <li>iii) One similar completed Project having min value of Rs.3.90Lakhs.</li> </ul> <p>(<b>Similar work</b> means, executed works pertaining to SITC of Treated Fresh Air System in Any of Chiller based AHU Systems or for VRF systems in any Central Govt/ State Govt/Public sector units(PSU)/Public Sector Bank's(PSB) organizations or in reputed Pvt sector /MNC's etc )</p> <p><b>Remarks: Copies of work orders, and completion certificates, along with client details for qualifying work should be submitted as documentary evidence.</b></p>		

II)	Average turnover for the last 3 financial years (financial year 2022-23, 2023-24 & 2024-25) must be more than Rs.1,46,000.00. A certified copy of above Turnover is required.		
III)	Vendor should have valid <b>GST registration in West Bengal</b> . Copy of GST registration should be submitted.		
IV)	The Vendor should be the holder of a PAN Card. Copy of PAN Card should be submitted.		
V)	The Vendor must have valid <b>OEM authorization of Treated Fresh Air (TFA)</b> . <b>Failing to submit the Tender shall be straight way rejected.</b>		
VI)	<b>Duly filled and signed copies of Annexure-A, B &amp; C</b>		
4	Availability of tender documents	:	Tender documents can be downloaded from Bank's website <a href="https://sbi.bank.in/">https://sbi.bank.in/</a> under 'Procurement News' section
5	Tender shall remain valid for	:	For a period of 90 days from the date of opening of price bid of tender
6	Earnest Money Deposit (EMD)		<b>Rs.5000.00</b> in the form of DD from any Nationalised Bank drawn in favour of 'State Bank of India, payable at <b>KOLKATA</b> . The MSEs are exempted from payment of earnest money, subject to furnishing of relevant valid certificate for claiming exemption.
7	Tender document downloading Start Date		<b>From 02:00 PM (14:00 Hrs) on 24.04.2026</b>
8	Last date and time of submission of Tender		<b>Up to 3.00 P.M (15:00 hrs) on 02.05.2026</b>
9	Date and time of opening of tender		<b>on 02.05.2026 at 03:30 PM</b>

10	<p>Sealed bids are invited from Authorized Dealers, OEMs, Authorized Re-Sellers, System Integrators in two parts, i.e. <b>Cover – I and Cover –II separately</b> Sealed tenders in two parts i.e. cover-I and cover- II are to be submitted offline at the undermentioned address:</p> <p>Premises &amp; Estate Department, 9<sup>th</sup> Floor, Block-B, LHO Kolkata, SBI</p>
	<p style="text-align: center;"><b>a) Cover-I (Technical Bid)</b></p> <p>Technical bid envelope” shall contain the following documents: The bidders has to submit the following documents which will be a part of technical bid in the website. They are as under:</p> <p><b>(A) Details of EMD: Scanned copy of EMD amount of Rs.5,000.00 in the form of DD from any Nationalised Bank drawn in favour of ‘State Bank of India, payable at KOLKATA must be submitted along with technical bid.</b></p> <p><b>(B) In case of MSEs, they must submit scanned copy of relevant valid certificate for claiming exemption.</b></p> <p><b>(C) The scanned copy of documents supporting the eligibility criteria must be submitted i.e.</b></p> <ul style="list-style-type: none"> <li>i) Three similar completed projects having minimum Value of Rs1.90 Lakhs or</li> <li>ii) Two similar completed projects having minimum Value of Rs2.44Lakhs or</li> <li>iii) One similar completed Project having min value of Rs.3.90Lakhs.</li> </ul> <p><b>(D) Previous three years balance sheet ending march ( financial year 2022-23, 2023-24 &amp; 2024-25,) Copies of Audited Balance sheets, Profit Loss Statement, minimum three financial years should be submitted as documentary evidence.</b></p> <p><b>(E) Copy of GST registration of West Bengal should be submitted.</b></p> <p><b>(F) Copy of PAN Card should be submitted.</b></p> <p><b>(G) Copy of OEM authorization of TFA must be submitted</b></p> <p><b>(H) Technical Bid</b></p> <p><b>(I) Duly filled and signed copies of Annexure-A, B &amp; C.</b></p> <p><b>The eligible vendor not submitting any of the above technical bid documents will be disqualified and their price bid will not be opened.</b></p> <p>Cover-I will be opened as per above mentioned date &amp; time in the presence of Tenderers who desire to attend.</p>
	<p><b>b) Cover-II (Price Bid)</b></p> <p>Shall contain the Price Bid on Item rate.</p>

	<ul style="list-style-type: none"> <li>In case, the lowest Tendered Amount of two or more contractors is same, such lowest contractors will again be asked to submit sealed/ "Revised offers" on the original Estimated cost of the Tender including all sub sections/sub heads as the case may be. The lowest tender shall be decided on the basis of revised offers.</li> <li>In case, any of such contractor(s) (quoted same tender amount during initial bidding or subsequent re-bidding) refuses to submit revised offer, it shall be treated as "withdrawal of tender" by the contractor before acceptance. The earnest money of such contractors shall be forfeited.</li> <li>In case all the lowest contractors those have quoted same amount, refuse to participate in revised bidding process for the project, the EMD of such contractors shall be forfeited and the tender shall be re-invited afresh for the project. The contractor(s), whose earnest money is forfeited because of non-submission of revised offer, shall not be allowed to participate in the re-tendering process of the work.</li> <li>No condition/ stipulation in Cover-II other than unconditional general rebate shall be accepted.</li> </ul>		
11	Contact Person		Contact No. 9663244644, 9701472815.
12.	Deduction of Income Tax and GST	:	<p>A) TDS on Income Tax/GST will be deducted at source as per Govt. Guidelines.</p> <p>B) The contractor should comply with the following;</p> <p>i. Contractor should have GST Registration Number</p> <p>ii. Invoice should specifically/separately disclose the amount of GST levied at applicable rate as per GST provision</p> <p>iii. Contractor should timely file his GST return in accordance with GST provisions to enable the Bank to claim the credit of GST paid to the contractor.</p>
13.	Terms & mode of payment	:	<p>i) No advance is payable, and bill will be paid on successful completion of work and submission of tax invoice.</p> <p>ii) The contractor should furnish details of the Bank, A/C no, IFSC code etc.</p>
	<b>Notes:</b>		
a)	Work Order will be placed on the basis of L1 price by bidder in the "Price Bid."		

b)	The Bidders are expected to examine all instructions, forms, terms and specifications in the tender documents. Failure to furnish all information required as per the Tender Documents or submission of bids not substantially responsive to the Tender Documents in every respect will be at the Bidders risk and shall result in rejection of the Tender.	
c)	In case the date of submission of Technical Bid, Price Bid is declared as a holiday, the respective date will be considered on the next working day at the same time and the tenders will be opened on the next working day at the same time.	
d)	SBI reserves the right to cancel or postpone or modify the tenders at any stage without assigning any reason.	
e)	<b>The Bidders are required to visit the site before submitting their Price Bid to make the work complete in all respects within the stipulated completion time.</b>	
f)	Corrigendum: (If any) is to be followed as published in <a href="https://sbi.bank.in/">https://sbi.bank.in/</a> portal.	
14	Time of completion	With in 15 days of receiving the work order
	<b>(For and on behalf of State Bank of India)</b> <b>The Assistant General Manager</b> <b>State Bank Of India</b> <b>Local Head Office , KOLKATA</b> <b>9TH FLOOR, Premises &amp; Estate Department</b> <b>SAMRIDDHI BHAVAN, KOLKATA-700001</b> <b>WEST BENGAL.</b>	

**Note-**

- 1. Original EMD To Be Submitted At our Office In Sealed Cover along with all signed copies as discussed in Technical bids.**
- 2. Name of work and name of vendor to be mentioned in the cover.**
- 3. We strongly recommend the bidders should read all the T & C of bids & work scopes**
- 4. The work shall be strictly executed as per the Bank's approved policy and Technical Parameters shall be adhered strictly. If Materials having any Defects, it shall be replaced immediately**
- 5. Bidders shall submit hard copy of Required Documents such as Signed Technical Bid(first is required to be submitted physically during tender submission EXCEPT BANK'S DRAFT FOR Earnest Money Deposit (EMD)).**
- 6. State Bank of India, Kolkata LHO has the right to accept / reject any / all tenders without assigning any reason.**

**CAUTION NOTE : Please note that the contractor quoting abnormally low / erratic rates (i.e. quoting beyond 10 % from estimated cost) will be asked to submit rate analysis or Additional performance guarantee (APG) or both in the form of Bank Guarantee or D.D issued by any scheduled Bank as per draft supplied by the Bank, within a period of one week before awarding the work. The amount of said Bank Guarantee shall be equal to the ***difference*** between ***90 % of estimated cost of project*** and ***tender amount quoted by the contractor***. This Bank Guarantee/D.D will be treated as an additional security deposit for due fulfillment of contract and will be retained by the SBI for entire completion period of the project. The contractor shall undertake not to cancel/withdraw the said Bank Guarantee/DD. In case contractor fails to undertake the job within stipulated time or leave the same incomplete or carryout substandard job, the bank will be at liberty to forfeit the said initial security deposit and additional security deposit by invoking the Bank Guarantee/en-cashing the DD. ***And if the rate analysis submitted by the vendor found to be non-satisfactory & rates are non-reasonable then the vendor shall be debarred from participating in any further Tendering process (for next 6 months) to be conducted by establishments under SBI LHO Kolkata.*****

Sd/-

Assistant General Manager (P&E.)

SBI, P&E Deptt., LHO Kolkata

**IMPORTANT NOTES**

1.	The Bank reserves the right to reject any or all the tenders without assigning any reason whatsoever.
2.	<p>Sealed Tenders are invited Capable vendors having executed similar ducting work for new projects or having expertise in modification of existing ducts i.e., <b>Part – I [Technical Bid + Singed Copy of Special term deposit)], Part – II [Price Bid]</b>, to be submitted offline at 9<sup>th</sup> Floor,B-Block,Samriddhi Bhavan,LHO Kolkata,SBI</p> <p style="background-color: yellow;"><b>Hard Copy of Technical bids &amp; Price bids with EMD in original should be submitted to Office as above”</b></p> <p><b><u>Part – I (Technical Bid + “Singed Copy of Special term deposit”):</u></b> Technical Bid will be available online for downloading of documents in the portal as stated above and is to be submitted offline the address as mentioned above.</p> <p><b><u>and</u></b></p> <p><b><u>Price Bid:</u></b> This shall contain Price Bid.</p>
4	The Bidder is expected to examine all instructions, forms, terms and specifications in the bid documents. Failure to furnish all information required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect will be at the bidder’s risk and shall result in rejection of the bid.
5	In case the date of opening of tenders is declared as a holiday / lock-down, the tenders will be opened on the next working day at the same time. <b>Again, corrigendum, if any, are to be followed from <a href="https://sbi.bank.in/">https://sbi.bank.in/</a></b>
6	No conditions other than mentioned in the tender will be considered, and if given they will have to be withdrawn before the opening of the Price Bid.
7	Tenders received without <b>EMD</b> shall be summarily rejected.
8	SBI has the right to accept / reject any / all tenders without assigning any reasons and no correspondence shall be entertained in this regard.
9	The intending bidders are to quote their offers item wise in all the items of price bid. If vendor fails to quote their price in any of the items of price bid , the price quoted by the vendor will be assumed as “Zero”. Vendor will be bound to execute the work of the item & the work value of that item will be zero.
10	Any abnormal increase from the quoted price / cost will not be accepted

11	<b>5% of the value of the work executed will be retained as Security Deposit and will be refunded on satisfactory completion of Defect Liability Period period, i.e., 12 (TWELVE) months from the date of completion of work. No interest shall be payable on Security Deposit.</b>
12	Rates quoted shall be inclusive of providing necessary arrangements for satisfactory protection of furniture / flooring / electrical fittings / Bank's any other property during execution of the work.
	Rates shall be inclusive of cost for disposing debris and any other unserviceable materials as per direction and inconformity with the Local or any other govt. authorities' rules.
	Rates shall be inclusive of cleaning of floors, making good to damaged floor, ceiling, walls, etc., after completion of work.
	In case of any poor quality of work or substandard materials used for the purpose, shall be replaced as per instructions without any extra cost.

**Notes:-**

- **Conditional tenders shall be summarily rejected.**
- **SBI reserve their rights to accept or reject any or all the tenders, either in part or whole without assigning any reason(s) for doing so and no claim/correspondence shall be entertained in this regard.**
- **Quantities are tentative and can increase or decrease the quantities of any item and contractors have to execute the same at the quoted rates.**
- The application forms must be submitted in a prescribed format as laid down in the enclosed Annexures.

Yours Faithfully,

**Sd/-****Assistant General Manager (P&E.)**

SBI, P&amp;E Deptt., LHO Kolkata



Tender ID: KOL/LHO/VC/2026-27/04/10

Date:24.04.2026

### INSTRUCTIONS TO THE TENDERERS

**1. Site and its location :- As mentioned above.**

**2. Tender documents**

The work has to be carried out strictly according to the conditions stipulated in the tender consisting of the following documents and the most workmen like manner. \*) **Instructions to tenderers, \*) General conditions of Contract, \*) Special conditions of Contract, \*) Additional Specifications, Drawings, \*) Price bid**

<b>***** <u>IMPORTANT NOTE:</u></b>
<b>The above documents shall be taken as complementary and mutually explanatory of one another but in case of ambiguities or discrepancies, shall take precedence in the order given below;</b>
a) Price Bid
b) General Terms & conditions of contract
c) Instructions to Tenderers
d) Drawings
e) Special conditions of contract
f) technical specification

**The tender documents are not transferable.**

**3. Site Visit:**

The tenderer must obtain himself on his own responsibility and his own expenses all information and data that may be required for the purpose of filling this tender document and enter into a contract for the satisfactory performance of the work

**4. Earnest Money:**

As mentioned in NIT.

**5. Initial/ Security Deposit :**

The successful tenderer will have to submit a sum equivalent to **2%** of accepted tender value by means of **DD drawn** in favour of **SBI Payable at Kolkata** within a period of 7 days of acceptance of tender.

**6. Total Security Deposit:**

Total security deposit shall be 5% of contract value. Out of this 2% of contract value is in the form of Initial Security Deposit (ISD). Balance 3% shall be deducted from the running account bill of the work at the rate of 10% of the respective running account bill i.e., deduction from each running bill account will be @10% till Total Security Deposit (TSD) including ISD reaches to **5% of contract value**. The 50% of the Total Security Deposit shall be paid to the contract on the basis of architect's certifying the virtual completion. The balance 50% would be paid to the contractors after the **defects liability period as specified in the contract( 6 months from the date of Supply)**

**7. Additional Security Deposit: In case L-1 bidder quoting abnormally low / erratic rates (i.e. quoting beyond 10 % from estimated cost) will be asked to submit rate analysis or Additional performance guarantee (APG) or both in the form of Bank Guarantee or D.D issued by any scheduled Bank as per draft supplied by the Bank, within a period of one week before awarding the work. The amount of said Bank Guarantee shall be equal to the **difference** between **90 % of estimated cost of project** and **tender amount quoted by the contractor**. This Bank Guarantee/D.D will be treated as an additional security deposit for due fulfillment of contract and will be retained by the SBI for entire completion period of the project. The contractor shall undertake not to**



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cancel/withdraw the said Bank Guarantee/DD. In case contractor fails to undertake the job within stipulated time or leave the same incomplete or carryout substandard job, the bank will be at liberty to forfeit the said initial security deposit and additional security deposit by invoking the Bank Guarantee/en-cashing the DD.

**8. Completion Period:**

Time is essence of the contract. The work should be completed in all respect accordance with the terms of contract within a period of **15 days** from the date of award of work.

**9. Validity of tender:**

Tenders shall remain valid and open for acceptance for a period of **90 days** from the date of **TENDER** . If the tenderer withdraws his/her offer during the value period or makes modifications in his/her original offer which are not accurate, **SBI / Competent Authority has the right to accept/reject any/all tenders without assigning any reasons whatsoever.**

**DECLARATION**

I/We have understood all the above conditions. If I/We fail to start/ or execute work within the stipulated period of time, our Security deposit will be forfeited.

Place:

Date:

Signature of Contractor



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Date:24.04.2026

**FORM OF TENDER**

To,  
Assistant General Manager (P&E)  
SBI, P&E Deptt., LHO Kolkata  
Dear Sir,

**SITC OF TREATED FRESH AIR SYSTEM OF CAPACITY 2X5.5 TR AT SHANTINIKETAN BRANCH AND HALDIA TOWNSHIP BRANCH**

1. I/We refer to the tender notice issued by the bank for above work. In connection with the above.
2. I/We do hereby offer to perform, provide, execute, complete and maintain the works in conformity with the drawings, conditions of contract, specifications, and bill of quantities at the respective rates quoted in the bill of quantities.
3. I/We have satisfied myself/ourselves as to the site conditions, examined the drawings and all aspects of the tender conditions.

Subject to above, I/We do hereby agree, should this tender be accepted in whole or in part, to

- a) Abide by and fulfil all the terms and provisions of the said conditions annexed hereto.
  - b) Complete the works within 15 days from issuance of work order.
4. We have submitted our Copy of Special term deposit submitted to Bank for empanelment.
  5. We also declare that SBI may take any official actions,
    - i) If our offer is withdrawn within the validity period of acceptance.

Or

- ii) If the Contract is not executed within 10 days from the date of receipt

Or

- iii) If the work is not commenced within 15 days after issue of work order or handing over of site whichever is later.

5. I/We understand that you are not bound to accept the lowest or any tender you receive.

6. Name of Partners/Directors of our Firm:



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**i)**

**ii)**

**iii)**

**Yours faithfully**

**Signature:**

**Designation:**

**Name of Partner/Director of the firm authorized to Sign or Name of person having power of attorney to sign the contract**

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

**Signature and address of witness**

**a) Signature:**

**Name:**

**Address:**

**b) Signature:**

**Name:**

**Address:**



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Date:24.04.2026

## GENERAL CONDITIONS OF CONTRACT

Except where provided for in the description of the individual items in the schedule of quantities and in the specifications and conditions laid down hereinafter and, in the drawings, the work shall be carried out as per standard specifications and under the direction of SBI / Bank.

### 1. INTERPRETATION :

In constructing these conditions, the specifications, the schedule of quantities, tender and Agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires:

- i) *Client*: The term Client shall denote **STATE BANK OF INDIA** with their **Corporate Centre** at “State Bank Bhavan”, Madam Cama Road, Mumbai – 400 021, Maharashtra and **Local Head Office** at “Samriddhi Bhavan”, Block B, 9<sup>th</sup> Floor, 1, Strand Road, Kolkata – 700 001, West Bengal and includes Client’s representative, successors & assigns.
- ii) *Bank*: NA
- iii) *Contractor*: The term Contractor shall mean the successful bidder in the Tendering vide this NIT , and his / their heirs, legal representatives, assigns and successors.
- iv) *Site* : **As mentioned above** where the work is to be executed as per the lay-out plans and drawings including any other building (s) thereat allotted by the Bank for the Contractor’s use.
- v) *Site Engineer*: The Site Engineer shall be the person / organization appointed by the Bank for adstration of construction work.
- vi) *Drawing*: The work is to be carried out in accordance with drawings, specifications, the schedule of quantities and any further drawings or any other instruction, which may be given by the Bank, during the execution of the work.

All drawings relating to work given to the Contractor together with a copy of schedule of quantities are to be kept at site and the Bank, shall be given access to such drawings or schedule of quantities whenever necessary. Detail fabrication drawings where required are to be prepared by the Contractor and have these approved by Bank before taking up execution.

The Contractor shall ask in writing for all clarifications on matters occurring anywhere in drawings, specifications and schedule of quantities or to additional instructions at least 15 days ahead from the time when it is required for implementation so that the Bank may be able to give decision thereon.

- “The Work” shall mean the work to be executed or done under this contract.
- “Act of Insolvency” shall mean any act as defined by the Presidency Town Insolvency Act or in Provincial Insolvency Act or any amending statutes.
- “The Schedule of Quantities” shall mean the schedule of quantities as specified and forming part of this contract.
- “Priced Schedule of Quantities” shall mean the schedule of quantities duly priced with the accepted quoted rates of the contractor.

**SCOPE:** The Work Consists of **SITC OF TREATED FRESH AIR SYSTEM OF CAPACITY 2X5.5 TR AT BOLPUR BRANCH AND RBO BOLPUR** in Accordance With the Drawings and “Schedule Of Works”. It Includes Furnishing All Materials Completion of the Work In conformity with designs, drawings,



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specifications, bill of quantities, etc. Should any detail, essential for efficient completion of the work be omitted from the drawings / specification, it shall be the responsibility of the contractor to inform the Bank and to furnish and install such detail with Bank's concurrence, so that upon completion of the proposed work the same becomes acceptable.

Bank may in their absolute discretion issue further drawings and / or written instructions, details, directions and explanations, which are here after collectively referred to as "The Bank's / Bank's instructions" in regard to:

- a. The variation or modification of the design quality or quantity of work or the addition or omission or substitution of any work.
- b. Any discrepancy in the drawing or between the schedule of quantities and / or drawing and / or specification.
- c. The removal from the site of any defective material brought thereon by the contractor and the substitution of any other material thereof.
- d. The demolition, removal and / or re-execution of any work executed by the Contractor/s.
- e. The dismissal from the work of any person employed thereupon.
- f. The opening up for inspection of any work covered up.
- g. The rectification and making good of any defects under clauses hereinafter mentioned and those arising during the Defect Liability period.

The contractor shall forthwith comply with and duly execute any work comprised in such Bank's / instruction provided always that verbal instruction, directions and explanations given to the Contractor or his representative upon the work by the Bank shall, if involving a variation, be confirmed in writing to the Contractors within seven days. No work, for which rates are not specifically mentioned in the priced schedule of quantities, shall be taken up without written permission of the Bank. Rates of items not mentioned in the priced schedule of quantities shall be fixed by the Bank in consultation with the Bank as provided in Clause "Variation".

**2. DETAILED DRAWINGS AND INSTRUCTIONS:** The Bank shall furnish with reasonable promptness

additional instruction by means of drawings or otherwise necessary for proper execution of the work. All such drawings and instructions shall be consistent with contract documents, true documents thereof and reasonably inferable there from. The work shall be executed in conformity therewith and the Contractor shall not work without proper drawings and instructions. Immediately after receipt of the work order of the contract, the contractor shall prepare a progress schedule and submit the same to the Bank through the Bank for approval which shall indicate the dates for the starting and completion of the various stages of constructions.

**3. COPIES FURNISHED:** The Contractor on the signing hereof of the Contract shall be furnished by the Bank through its Bank free of charge with a copy of the priced schedule of quantities / rates, two copies of each of the said drawings and one copy of specification and two copies of all further drawings issued during the progress of the work. Any further copies of such drawings required by the contractor shall be supplied on payment by the contractor of the charges therefor.



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**4. OWNERSHIP OF DRAWING:** All drawings, specifications and copies thereof furnished by the Bank are the property of the Bank. They are not to be used on other work, and with the exception of the signed contract set, are to be returned to the Bank on request on completion of the work.

**5. FAILURE BY CONTRACTORS TO COMPLY WITH BANK'S / BANK'S INSTRUCTIONS:**  
If the contractor after receipt of written notice from the Bank requiring compliance of any instructions within ten days fails to comply with such instructions, the Bank through the Bank may employ other person, to carry out any such instructions whatsoever that may be necessary to give effect thereto and pay all cost in connection therewith. The contractor shall either pay the Bank the cost incurred by the Bank in connection therewith or the Bank may release the cost from any money due or to become due to the Contractor.

• **Owner's Right to Terminate the Contract:** If the contractor being an individual or a firm commit any 'Act of Insolvency' or shall be adjusted an insolvent or being an incorporated company shall have an order for compulsory winding up voluntarily or subject to the supervision of Govt. and of the Official Assignee of the liquidator in such acts of insolvency or winding up shall be unable within 7 days after notice to him to do so to show to the reasonable satisfaction of the Bank that he is able to carry out and fulfill the contract and to give security therefore if so required by the Bank.

Or, if the contractor (whether an individual firm or incorporated Company) shall suffer execution to be issued or shall suffer any payment under this contract to be attached by or on behalf of any of the creditors of the contractor.

Or, shall assign or sublet his contract without the consent in writing of the SBI through the Bank or shall charge or encumber this contract or any payment due to which may become due to the contractor there under:

- (a) has abandoned the contract, or,
- (b) has failed to commence the works, or has without any lawful excuse under these conditions suspended the progress of the works for 15 days after receiving from the SBI through the Bank written notice to proceed, or,
- (c) has failed to proceed with the works with such diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or has failed to remove the materials from the site or to pull down and replace work within seven days after written notice from the SBI through the Bank that the said materials were condemned and rejected by the Bank under these conditions, or,
- (d) has neglected or failed persistently to observe and perform all or any of the acts, matters 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 contractor to observe or perform the same or has to the detriment of good workmanship or in defiance of the SBI's or Architect's / Bank's instructions to the contrary subject any part of the contract.

Then and in any of said cases the SBI and or the Bank, may notwithstanding any previous waiver, after giving seven days' notice in writing to the contractor, determine the contract, but without thereby affecting the powers of the SBI or the Bank or the obligation and liabilities of the contractor the whole of which shall continue in force as fully as if the contract had not been so determined and as if the works subsequently had been executed by or on behalf of the contractor. And further the SBI through the Bank their agents or employees may enter upon and take possession of the work and all plants, tools, scaffoldings, materials, sheds, machineries lying upon the premises or on the



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adjoining lands or Roads use the same by means of their own employees or workmen in carrying on and completing the work or by engaging any other contractors or persons to complete the work 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 employed for completing and finishing or using the materials and plant for the works. When the works shall be completed or as soon thereafter as convenient the SBI or the Bank shall give a notice in writing to the contractor to remove his surplus materials and plants and should the contractor fail to do so within 15 days after receipt thereof by him the SBI sell the same by public auction after due publication, and shall adjust the amount realized by such auction. The contractor shall have no right to question any of the act of the SBI incidental to the same of the materials etc.

#### **6. VISIT TO THE SITE:**

Intending tenderer shall visit the site and make him thoroughly acquainted with the local site condition, nature and requirements of the work, facilities of transport condition, availability of labour and materials, access and storage for materials and removal of rubbish. The tenderer shall provide in the tender for cost of carriage, freight and other charges as also for any special difficulties and including police restriction for transport etc. for proper execution of work as indicated in the drawings. The successful tenderer will not be entitled to any claim or compensation for difficulties faced or losses incurred on account of any site condition which existed before the commencement of the work or which in the opinion of the Bank, might be deemed to have reasonably been inferred as so existing before commencement of work.

#### **7. TENDERS:**

The entire tendering process will be conducted on website Portal <https://sbi.bank.in/> under procurement news. The Bank reserves the right to reject the lowest or any tender and also to discharge any or all of the tenders for each section or to split up and distribute any item of work to any firm or firms, without assigning any reason.

The tenderers should note that the tender is strictly on the item rate basis and their attention is drawn to the fact that the rates for each and every item should be correct, workable and self-supporting. If called upon by the Bank, detailed analysis of any or all the rates shall be submitted. The Bank shall not be bound to accept the Contractor's rate analysis.

*The work will be paid for as "measured work" on the basis of actual work done and not as "lump sum" contract.*

All items of work described in the schedule of quantities are to be deemed and paid as complete work in all respects and details including preparatory and finishing work involved, directly related to and reasonably detectable from the drawings, specifications and schedule of quantities and no further extra charges will be allowed in this connection.

The Bank has power to add to / omit from any work as shown in drawings or described in specifications or included in schedule of quantities and intimate the same in writing, but no addition, omission or variation shall be made by the contractor without authorization from the Bank. No variation shall vitiate the contract.

The tenderer shall note that his tender shall remain valid for consideration for a period of 90 (ninety) days from the date of opening of tender.



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**8. TENDER DOCUMENTS:**

The work has to be carried out strictly according to the conditions stipulated in tender consisting of the documents as NIT, Instructions to the Tenderers, General Conditions of Contact Technical Specifications, Price Bid, Drawings, etc.

The above documents shall be taken as complementary and mutually explanatory of one another but in case of ambiguities or discrepancies shall take precedence in the order as Price Bid, Additional specification, Technical specification, Drawings, GCC, instructions to Tenderers.

**9. PERMITS AND LICENSES:**

Permits and licenses for release of materials which are under Government control shall be arranged by the contractor on behalf of the Bank. The Bank will sign any form or application that may be necessary for the purpose.

It may be clearly understood that no compensation or additional charges can be claimed by the contractor for non-receipt of any such controlled material in due time.

The contractor will, however, be eligible to a proportionate extension of time on this account which in the opinion of the Bank is reasonable. The Contractor shall at his own cost arrange for storage shed adequate for taking delivery and storing of the materials including any incidentals cost for obtaining permits and licenses etc. The costs for storing, transporting, handling etc. are to be included by the contractor in his quoted rate.

**10. GOVERNMENT AND LOCAL RULES:**

The Contractor shall conform to the provisions of all local By-laws and Act relating to the work and to the Regulations, etc., of the Government and Local Authorities and of any Bank with whose system the premises is proposed to be connected. The Contractor shall give all notices required by the said Act, Rules, Regulations and By laws etc. and pay all fees payable to such authority / authorities for execution of the work involved. The cost, if any, shall be deemed to have been included in his quoted rates, taking into account all liabilities for licenses, fees for footpath encroachment and restorations etc. and shall defend all actions arising from such claims or liabilities.

**11. TAXES AND DUTIES:**

The tenderers must include in their tender prices quoted for all duties, royalties, cess, excise, sales tax, work contract tax or any other taxes or local charges, as applicable. No extra claim on this account will in any case be entertained. However, GST as per GST act will be paid on production of GST Registration Certificate and on claim.

**12. QUANTITIES OF WORK TO BE EXECUTED:**

The quantities shown in the Schedule of quantities are intended to cover the entire new structure indicated in the drawing, but the Bank reserves the right to execute only a part or the whole or any excess thereof without assigning any reason therefore. If at any time after the commencement of the work, the Bank shall, for any reason whatsoever, not require the whole work thereof as specified in the tender to be carried out the Bank shall give notice in writing of the fact to the contractor who



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shall have no claim to any payment as compensation whatsoever on account of any profit or advantage which he might have derived from the execution of the work in full, but which he did not derive in consequence of the full amount of the work not having been carried out; neither shall he have any claim for compensation by reason of any alterations having been made in the original specification, drawing, designs and instructions which shall involve any curtailment of the work as originally contemplated.

**13. OTHER PERSONS ENGAGED BY THE BANK:**

The Bank reserves the right to execute any part of the work included in this contract or any work which is not included in this contract by other Agency or persons and the Contractor shall allow all reasonable facilities and use of any scaffolding etc. for the execution of such work. All the agencies employed by the Bank on the work shall act in close co-ordination extend mutual assistance to enable completion of the work satisfactorily.

**14. EARNEST MONEY, TENDER APPLICATION FEE AND SECURITY DEPOSIT / RETENTION MONEY:**

**Value of EMD :** As mentioned in NIT

**Value of ISD :** As mentioned in NIT

**15. Retention Money**

Retention money shall be deducted from progressive running bills at the rate of **10 %** of the gross value of work done by the contractor and claimed in each bill, provided the total security deposit, i.e., retention money shall not exceed 5% of the contract value. The retention money will not be deducted if adequate Bank Guarantee on a Nationalized Bank is submitted by the contractor. 50% of the total security deposit will be refunded to the Contractor subject to the issue of virtual completion certificate by the Bank and Contractor removing his materials, equipment, labour force, temporary shed / stores etc. from the site. The Balance 50% will be refunded to the contractor 30 (Thirty) days after end of "Defect Liability Period" provided he has satisfactorily carried out all the work, submitted all documents contractually called for and attended to all defects during defect liability period in accordance with the conditions of contract. No interest is allowed on retention money and earnest money deposit.

Further, if some dues to the Bank from the Contractor (s) have still to be recovered, the Bank reserves the right to withhold payment of so much of the retention money as in his opinion, represents the cost of the same.

**16. TIME OF COMPLETION / EXTENSION OF TIME AND PROGRESS CHARTS:**

**a) Time of Completion:**

The entire work is to be completed in all respects within the stipulated period of **15 days** (including Sundays and Holidays) from the Date of Issue of the Work Order or the Site Handover Date, whichever is later. The work shall be deemed to be commenced within 3 days from the issue of formal work order or the date on which the Contractor is instructed to take possession of the site, whichever is later. Time is the essence of the contract and shall be strictly observed by the Contractor. The work shall not be considered as complete until the Bank have certified in writing



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that this has been completed and the Defects Liability Period shall commence from the date of such certificate.

**b) Extension of Time:**

If in the opinion of the Bank, the work be delayed for –

- delayed handing over of site
- by reason of any exceptionally inclement weather
- by reason of instructions from the Bank in consequence of proceedings taken or threatened by or disputes, with adjoining or neighboring owners

**17. LIQUIDATED DAMAGES:**

Should the work be not completed to the satisfaction of the Bank within the stipulated period, the contractor shall be bound to pay to the Bank a sum calculated @ **0.5 %** of the accepted Contract Price per week of delay, subject to a maximum of **5%** of the Contract Price or Certified Bill Value, whichever is higher, by way of liquidated damages and not as penalty during which the work remains uncompleted or unfinished after the expiry of the completion date.

• **Addendum to Liquidated Damages Clause:**

The parties hereby agree that due to negligence of act of the Contractor, if the employer suffers losses, damages, the quantification of which may be difficult, and hence the amount specified hereunder shall be construed as reasonable estimate of the damages and the Contractor agree to pay such liquidated damages, as defined hereunder as per the provisions of this Contract. The amount of liquidated damages under this Contract shall not exceed 5% of the Contract Price or Certified Bill Value, whichever is higher. The liquidated damages shall be applicable under following circumstances:

- (i) If the deliverables are not submitted as per schedule and time, the Contractor shall be liable to pay 1% of the total cost of the services for delay of each week or part thereof.
- (ii) If the deliverables are not acceptable to the Employer, and defects are not rectified to the satisfaction of the Employer within 30 days of the receipt of the notice, the Contractor shall be liable for Liquidated Damages for an amount equal to 0.5% of total cost of the services for every week or part thereof for the delay.

Any delay beyond this, STATE BANK OF INDIA shall be free to terminate the contract and get the work done from an alternate source at the risk of the contractor, besides forfeiting ISD. The decision of the Bank as to the period of delay on the part of the contractor and the quantum of compensation for such delay shall be final and binding on the contractor

**ACTION WHEN WHOLE OF SECURITY DEPOSIT IS FORFEITED:** :In any case in which under

any clause or clauses of this contract, the contractor shall have rendered himself liable to pay liquidated damages amounting to the whole of his security deposit (whether paid in one sum or deducted by installments) the Bank shall have power to adopt any of the following courses as they may deem best suited to the interest of the Bank:

- a) To rescind the contract (of which rescission notice in writing to the contractor under hand of the Bank shall be conclusive evidence) and in which case the security deposit of the contractor shall stand forfeited and be absolutely at the disposal of the Bank



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In the event of any the above courses being adopted by the Bank the contractor shall have no claim to compensation for any loss sustained by him by reasons of his having purchased or procured any materials or entered into any engagement or make any advances on account of or with a view to the execution of this work or the performance of the contract. And in case the contract shall be rescinded under the provision aforesaid, the contractor shall not be entitled to recover or be paid any sum for any work thereto actually performed under this contract, unless and until the Bank will have certified in writing the performance of such work and the value payable in respect thereof, and he shall only be entitled to be paid the value so certified.

**18. MATERIALS, WORKMANSHIP, SAMPLES, TESTING OF MATERIALS:**

All the work specified and provided for in the specification or which may be required to be done in order to perform and complete any part thereof shall be executed in the best and most workman like manner with materials of the best and approved quality of the respective kinds in accordance with the particulars contained in and implied by the specifications and as represented by the drawings or according to such other additional particulars and instructions as may from time to time be given by the Bank during the execution of the work, and to his entire satisfaction.

If required by the Bank, the Contractor shall have to carry out tests on materials in approved materials testing laboratories or as prescribed by Bank at his own cost to prove that the materials etc. under test conform to the relevant I.S. standards or as specified in the specification. No extra payment on this account should in any case be entertained.

A list of Mandatory Tests is given in Technical Specification which is only indicative and not exhaustive. Any other tests, special or routine, on any material or workmanship, advised to be done by the Bank for any reason shall be done by the contractor for which no additional payment will be made.

**19. Contractor to indemnify State Bank of India**

The contractor shall indemnify the STATE BANK OF INDIA against all claims, proceedings, damages, costs, charges and expenses in respect of the matters referred to in the provision mentioned in this NIT.

**20. Contractor's superintendence**

The contractor shall fully indemnify and keep indemnified the State Bank of India against any action, claim, or proceeding relating to infringement or use of any patent or design or any alleged patent or design rights and shall pay any royalties which may be payable which may be payable in respect of any article or part thereof included in the contract. In the event of any claim made under or action brought against STATE BANK OF INDIA in respect of such matters as aforesaid the contractor shall be immediately notified thereof and the contractor shall be liberty, at his own expenses to settle any dispute or to conduct any litigation that may arise there from, provided that the contractor shall not be liable to indemnify the STATE BANK OF INDIA if the infringement of the patent or design or any alleged patent or design right is the direct result of an order passed by the Bank in this behalf.

Without prejudice to the others rights of the State Bank of India against contractors. In respect of such default, the employer shall be entitled to deduct from any sums payable to the contractor the amount of any damages costs, charges, and other expenses paid by the State Bank of India and



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which are payable by the contractors under this clause. The contractor shall upon settlement by the Insurer of any claim made against the insurer pursuant to a policy taken under this clause, proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the monies received from the Insurer in respect of such damage shall be paid to the contractor and the Contractor shall not be entitled to any further payment in respect of the expenditure incurred for rebuilding or repairing of the materials or goods destroyed or damaged.

**21. ACCOUNT RECEIPTS AND VOUCHERS:**

The Contractor shall upon the request of the Bank furnish them will all the invoices, accounts, receipts and other vouchers that they may require in connection with the work under this contract.

If the Contractor shall use materials less than what he is required under the contract, the value of the difference in the quantity of the materials he was required to use and that he actually used shall be deducted from his dues. The decision of the Bank shall be final and binding on the Contractor as to the amount of materials the Contractor is required to use for any work under this contract.

**22. MEASUREMENT OF WORK :**

The Contractor will record and submit to the Site Engineer / Bank with the details of measurements for their scrutiny and signature.

**23. CONTRACTOR NOT TO DEPOSIT MATERIALS IN A MANNER THAT MAY CAUSE INCONVENIENCE TO THE PUBLIC:**

The Contractor (s) shall not deposit materials locations, which will cause inconvenience to the public. The Bank may require the contractor to remove any materials which are considered by him to be a danger or inconvenient to the public and cause them to be removed at the contractor's cost.

**24. PAYMENTS:**

All bills shall be prepared by the Contractor in the form prescribed by the Bank, (format enclosed). Normally one interim bill shall be prepared each month subject to minimum value for interim certificate as stated in these documents. The interim bill in proper forms must be duly accompanied by detailed measurements, duly endorsed by the Site Engineer / PMC in support of quantities of work done and must show deduction for all previous payments, retention money, etc. Advance / ad-hoc payments for work will not be normally made. However, ad-hoc payments may be made at the discretion of Bank / Bank in case of exigency.

- a) **FINAL PAYMENT** :The final bill shall be accompanied by a certificate of completion form the Bank along with all other documents required to be submitted by the Contractor under these conditions. Payment of final bill shall be made after deduction of Retention Money as specified in these conditions which sum shall be refunded in the manner stated in these conditions. The acceptance of payment of the final bill by the Contractor would indicate that he would have no further claim in respect of the work executed.

**25. VARIATION / DEVIATION:**



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The Contractor may when authorized and shall, when directed in writing by the Bank / Bank, add and or omit or vary the work shown in the drawings or described in the specification or included in the priced schedule of quantities. The Contractor on his own accord shall make no addition, omission or variation without such authorization from Bank. A verbal authority or direction by the Bank / Bank if confirmed by the Contractor in writing within 7 days shall be deemed to have been given in writing. The price of all such additional / non-tendered items will be worked out on the basis of rates quoted for similar items in the contract wherever existing or an engineering rate analysis based on prevalent fair price of labour materials at site of work including wastage and other components as required plus 15% for overhead and profit etc. works contract sales Tax at prevailing rate will be payable extra over the stipulated OH / project percentage. The tender rates shall hold good for any increase or decrease in tender quantities.

No claim for an extra shall be allowed unless it has been executed by the authorization of Bank. No variation shall vitiate the contract.

## **26. SUBSTITUTION:**

Should the Contractor desire to substitute any materials and workmanship he / they must obtain the approval of the Bank in writing for any such substitution well in advance. For materials designated in this specification by such term as "Equal" or "other approved", etc. Specific approval of the Bank shall be obtained in writing prior to execution.

## **27. DEFECTS AFTER SUPPLIES :**

The Contractor shall make good from time to time at his own cost and to the satisfaction of the Bank all defects, shrinkage, settlements or other faults which may appear within 12 (twelve) months after completion of the work and considered as the "defect liability period". In default the Bank may employ and pay other persons to amend and make good such damages, losses and expenses consequent thereon or incidental there to shall be made good and borne by the Contractor and such damages, loss and expenses shall be recoverable from him by the Bank or may be deducted by the Bank, in lieu of such amending and making good by the Contractor deduct from any money due to the Contractor a sum equivalent to the cost of amending such work and in the event of the amount retained being insufficient recover the balance from the Contractor from the amount retained under these conditions together with any expenses the Bank may have incurred in connection therewith.

## **28. GUARANTEE FOR SPECIALIZED WORKS:**

Wherever provision for submission of a guarantee has been advised, the same shall be submitted from the specialized agency along with a counter guarantee by the main contractor engaged for the work. The guarantee shall be furnished on a non-judicial stamp paper of appropriate value. If the contractor is required to submit guarantee / guarantees for any item / items for a period of more



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than 12 months, the guarantee/guarantees in case of those items shall remain valid even after expiry of the defect liability period of 12 months as stipulated in the contract.

**29. ESCALATION:**

The rates quoted shall be firm throughout the tenure of the contract (including extension of time, if any granted) and will not be subject to any fluctuation due to increase in cost of materials, labour, sales tax, octroi etc. unless specifically provided for this document.

**30. SUSPENSION:**

If the Contractor, except on account of any legal restraint upon the Bank preventing the continuance of the work or in the opinion of the Bank shall neglect or fail to proceed with the due diligence in the performance of his part of the contract or if he shall more than once make default, the Bank shall have the power to give notice in writing to the contractor requiring the work be proceeded within a reasonable manner and with reasonable dispatch, such notice 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 site of the work or from any ground contiguous thereto, any plant or 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 15 days after such notice has been given to proceed with the work as therein prescribed, the Bank may proceed as provided in **Clause 31** (Termination of Contract by the Bank).

**31. TERMINATION OF CONTRACT BY BANK:**

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

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

## **32. ARBITRATION**

- i) Except where otherwise provided in the contract all questions and disputes relating to the meaning of the specifications, design, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions orders or these conditions or otherwise concerning the work or the execution or failure to execute the same whether arising during the progress of the work or after the cancellation, termination, completion or abandonment thereof shall be dealt with as mentioned hereinafter. If the contractor considers that he is entitled to any extra payment or compensation in respect of the works over and above the amount s admitted as payable by the Architect or in case the contractor wants to dispute the validity of any deductions or recoveries made or proposed to be made from the contract or raise any dispute, the contractor shall forthwith give notice in writing of his claim, or dispute to the Assistant General manager (Premises & Estate) S.B.I. LHO, Kolkata and endorse a copy of the same to the Architect, within 30 days from the date of disallowance thereof or the date of deduction or recovery. The said notice shall give full particulars of the claim, grounds on which it is based and detailed calculations of the amount claimed and the contractor shall not be entitled to raise any claim nor shall the Bank be in any way liable in respect of any claim by the contractor unless notice of such claim shall have been given by the contractor to the Asst. General Manager (Premises & Estate) in the manner and within the time as aforesaid. The contractor shall be deemed to have waived and extinguished all his rights in respect of any claim not notified to the Asst. General Manager (Premises & Estate) in writing in the manner and within the time aforesaid.
- ii) The Asst. General Manager (Premises & Estate) shall give his decision in writing on the claims notified by the contractor. The contractor may within 30 days of the receipt of the



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decision of The Asst. General Manager (Premises & Estate) submit his claims to the conciliating authority namely the Circle Development Officer, S.B.I. L.H.O., Kolkata for conciliation along with all details and copies of correspondence exchanged between him and The Asst. General Manager (Premises & Estate).

- iii) If the conciliation proceedings are terminated without settlement of the disputes, the contractor shall, within a period of 30 days of termination thereof shall give a notice to the concerned Chief General Manager of the Bank for appointment of an arbitrator to adjudicate the notified claims failing which the claims of the contractor shall be deemed to have been considered absolutely barred and waived.
- iv) Except where the decision has become final, binding and conclusive in terms of the contract, all disputes or differences arising out of the notified, claims of the contractor as aforesaid and all claims of the Bank shall be referred for adjudication through arbitration by the Sole Arbitrator appointed by the Chief General Manager. It will also be no objection to any such appointment that the Arbitrator so appointed is a Bank Officer and that he had to deal with the matters to which the Contractor relates in the course of his duties as Bank Officer. If the arbitrator so appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever another sole arbitrator shall be appointed in the manner aforesaid by the said Chief General Manager. Such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.

It is a term of this contract that the party invoking arbitration shall give a list of disputes with amounts claimed in respect of each dispute along with the notice for appointment of arbitrator. It is also a term of this contract that no person other than a person appointed by such Chief General Manager as aforesaid should act as arbitrator. The conciliation and arbitration shall be conducted in accordance with the provisions of the Arbitration & Conciliation Act 1996 or any statutory modification or reenactment thereof and the rules made thereunder. It is also a term of the contract that if any fees are payable to the arbitrator these shall be paid equally by both the parties. However, no fees will be payable to the arbitrator if he is a Bank Officer. It is also a term of the contract that the arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims. The venue of the arbitration shall be such place as may be fixed by the arbitrator in his sole discretion. The fees, if any, of the arbitrator shall, if required to be paid before the award is made and published, be paid half and half by each of the parties. The cost of the reference and of the award (including the fees, if any of the arbitrator) shall be in the discretion of the arbitrator who may direct to any by whom and in what manner, such costs or any part thereof, shall be paid and fix or settle the amount of costs to be so paid.

### **33. BILL SUBMISSION FORMAT:**

The bill shall be as per tender specification as detailed below along with Detail Measurement Sheet. Bill will not be accepted if detail calculation sheet of the quantity executed at site is not being attached. If required then the contractor may be ask to submit the Manufacturing certificate in due course of bill checking period



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S No.	Description	Unit	Tender Rate	Tender quantity	Actual quantity (L/B/D)	Tender amount	Actual amount

### Declaration

I/We hereby declare that I/We have read the above terms and conditions /instructions carefully and fully understood and will abide by the same.

Signature of the vendor with seal

Place :

Date:

### 34. **SCHEDULE OF COMPLETION:**

Time is the essence of this Contract. The Contractor will have to commence the work at site within 7 days from the date of LOI and complete the entire work satisfactorily within **15 days** as per mutually agreed schedule. In case the contractor fails to mobilize the resources to site for commencing the work and complete the works as per mutually agreed time line for each phase; it is assumed that the contractor is not interested in executing the work and hence the said contract stands cancelled automatically. In such case, the Company is at the liberty to off load the work to other suitable agencies at your cost and risk.

### 35. **LIQUIDATED DAMAGE FOR DELAY:**

In case of any delay in completion of work beyond the above schedule, LD @ ½ % (half percent) of the total contract value of the work for every week or part thereof for the first 4 weeks of delay and thereafter 1% (one percent) total contract value for every week, subject to a maximum of 5% (five percent) of the total Contract value on uninterrupted working condition.

### 36. **UNSATISFACTORY SUPPLIES /WORK:**

No Bills will be paid for unless found satisfactory and materials supplied strictly in accordance with the Specifications by the Company and certified by the Engineer to such effect.

### 37. **DEFECTIVE LIABILITY / WARRANTY:**



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The Contractor warrants the quality of civil construction work under the scope of work for a period of **12 months from the date of virtual completion**, against defective material, poor workmanship and design.

**PROFORMA FOR APPLICATION BY CONTRACTOR FOR EXTENSION OF TIME**

1.	Name of the Contractor			
2.	Name of the works as given			
3.	Agreement WO			
4.	Tender Amount			
5.	Date of Commencement of Work			
6.	Period allowed for completion as per agreement			
7.	Date of completion as per W.O.			
8.	Period for which extension of time has been given			
		<u>Date</u>	<u>Month</u>	<u>Year</u>
	(a) 1st extension vide Bank's Letter No.			
	(b) 2nd extension vide Bank's Letter No.			
	(c) 3rd extension vide Bank's Letter No.			
9.	Reasons for which extensions have been previously given ( copies of the previous applications should be attached )			
10.	Period for which extension is applied for and the reasons thereof including hindrances time for extra work assigned , if any etc.			

Signature of Contractor

## TECHNICAL SPECIFICATION

### 1 Air Handling / Fresh Air System

Ceiling Suspended 5.5 TR with 1000 cfm external static pressure 80 pa with filter of non-woven polyester media enclosed by HDFF mesh, Power supply will be 3 phase 415 volt ,Indoor filter will be external finish pure polyester powder coated with pipe connection 7/8 -3/8 coper piping R410 A ambient temperature operating range 25 deg C - 52 deg . blower type shall be centrifugal blower with double inlet double width ventilated resilient mounting with drain line 3/4 pvc pipe & controller shall have microprocessor based with touch screen operated hand set, Indoor dimension will be - 900/950/390 mm with outdoor consist of hermetically twin rotary compressor & dimension of odu will be 1020/420/945 mm . **Make:- Hitachi, Daikin, Blue Star, Carrier.** These units shall work even at very high ambient temperature of 52 deg. C. TFA 5.5 TR - 1088 CFM - 80mm. Wc. ESP - Same Floor

- There should not be decreasing at higher ambient temperature conditions should have Multiple speeds and hence multiple CFM options should be possible
- Longer ducting length with 8mm ESP
- Longer Refrigerant piping length upto 30 m
- It is equipped with a sophisticated controller with touch screen operation.

### 2 Fresh Air Ducting System

- GI sheet ducting (TDF/TDC flange or slip-on)
- MS / SS supports with anti-vibration pads
- Fire dampers (where required)
- Motorized volume control dampers (VCDs)
- Acoustic lining where specified

### 3 PIPING WORKS (CHILLED WATER / CONDENSATE / OTHER)

#### 3.1 Chilled Water Piping (if applicable)

- MS black steel / GI / PPR / Copper piping as per design
- Groove fitting / welded / threaded joints
- Butterfly valves, balancing valves, strainers
- Air vents and drain valves

#### 3.2 Condensate Drain Piping

- UPVC / CPVC / PVC piping with proper slope
- Traps and inspection points

### 3.3 Pipe Supports

- MS supports with anti-corrosion coating
- Anchors, clamps, hangers

## 4 INSULATION WORKS

### 4.1 Duct Insulation

- Closed cell elastomeric nitrile rubber insulation / PUF / glass wool
- Thickness: 19mm / 25mm / as per specification
- Aluminum cladding (outdoor ducts)
- Fire-retardant adhesive and vapor barrier

### 4.2 Pipe Insulation

- Chilled water pipe insulation with nitrile rubber / PUF
- Density and thickness as per HVAC design
- Cladding with aluminum sheet (where exposed)

## 5. ACCESSORIES & CONTROLS

- Temperature sensors (supply/return air)
- Humidity sensors (if required)
- Differential pressure switches
- BMS integration (if applicable)
- Control panels with MCC/VFD starters
- Thermostats and controllers

## 6. TESTING & COMMISSIONING

- Duct leakage testing (if specified)
- Air balancing using calibrated instruments
- Flow rate measurement and adjustment
- Pressure testing of piping systems
- Performance testing of FAHU/TFA units
- Submission of commissioning reports

- **Note : Vendors are requested to note that Specification mentioned in the BOQ/Price bid will be the final one, in case of any discrepancy/difference found In between the Specification of BOQ/Price bid and NIT**



**Tender ID: KOL/LHO/VC/2026-27/04/10**

**Date:24.04.2026**

**ANNEXURE - A**

**DECLARATION**

1. All the information furnished by me/us here above is correct to the best of my knowledge and belief.
2. I/We have no objection if enquiries are made about the work listed by me/ us in the accompanying sheets/ annexures.
3. I/We agree that the decision of Bank in selection of contractors will be final and binding to me/ us
4. I/We hereby confirm that our firm/agency/company has not been disqualified / debarred / blacklisted by any Governments, Semi-governments, PSUs, Banks including any of the Offices/Branch of State Bank of India Pan India during last 3 year from the date of application.
5. I hereby confirm that all information, particulars, copies of certificates & testimonials in connection with my empanelment are correct and genuine. I am, therefore, liable to face appropriate actions as deemed fit by the Bank in the event of any of the information, particulars, copies of certificates and testimonials are not found correct and genuine.

Place:

**Signature of the contractor with seal**

Date:



Tender ID: KOL/LHO/VC/2026-27/04/10

Date:24.04.2026

**ANNEXURE: B**

**BIO-DATA OF THE PROPRIETORS/ PARTNERS / ASSOCIATES / DIRECTORS**

(Use one sheet per official)

1.	Name	:	
2.	Date of Birth	:	
3.	Professional Qualifications	:	
4.	Professional Experience	:	
5.	Professional Affiliation	:	
6.	Associated with the firm since	:	
7.	Membership in	:	
8.	Details of Published papers in Magazine	:	
9.	Details of cost-effective methods/ designs adopted in the projects	:	
10.	Exposure to new materials/Techniques	:	

Note: Please enclose relevant copies of documents.

**Signature of the Applicant**

(With seal)

Date:

Place:



Tender ID: KOL/LHO/VC/2026-27/04/10

Date:24.04.2026

**ANNEXURE – C**

**TECHNICAL SPECIFICATIONS FOR SITC (SUPPLY, INSTALLATION, TESTING AND COMMISSIONING) OF TREATED FRESH AIR SYSTEM**

S. No.	REQUIREMENT	YES/ NO	REMARKS
1	Equal or above , 1000 CFM		
2	HDFE Mesh		
4	3 Phase 415V Balanced Supply		
5	R410A / R32 Refrigerant Gas		
6	Operating Temperature Range 25 to 52 Degree		
7	Copper piping with necessary electrical wiring and Drainage system		
8	Canvas Connections		
9	Cooling Capacity 5.5TR		
10	Application: Treated Fresh Air		
11	Warranty: 12 months		

Place:

Applicant's Signature

Date:

Stamp: