



THE WEST BENGAL STATE CO-OPERATIVE BANK LTD.

Registered Office & Head Office: 24A Waterloo Street, Kolkata - 700 069

WEST BENGAL STATE CO- OPERATIVE BANK LIMITED

GENERAL CIVIL INTERIOR FURNISHING / ELECTRICAL WORKS (LOW
SIDE) / HVAC (AIR CONDITIONING) FOR PROPOSED RENOVATION
WORKS OF

HATIBAGAN BRANCH

(NEW BRANCH PREMISE - OLD BRANCH SHIFTING)

**TENDER DOCUMENT FOR CIVIL INTERIOR FURNISHING / ELECTRICAL
WORKS / HVAC (AIR-CONDITIONING)**

DATE: 09/06/2020

Tender Issued To

Tender Doc.Cost-Rs 500.00 (RupeesFiveHundredonly)

☎ 2248-8491 / 8492 / 8692 📠 [033] 2248-8488 / 1728 / 0874 🌐 www.wbstcb.com

CO-OPERATIVE ENTERPRISES BUILD A BETTER WORLD





THE WEST BENGAL STATE CO-OPERATIVE BANK LTD.

Registered Office & Head Office: 24A Waterloo Street, Kolkata - 700 069

Ref. No- WBSCB/L&E/336/2020-2021

Dated:- 09.06.2020

SECTION -I

NOTICE OF INVITATION OF TENDER FOR HATIBAGAN BRANCH OF THE WEST BENGAL STATE CO-OPERATIVE BANK LTD

E tenders are invited on behalf of THE WEST BENGAL STATE COOP. BANK LTD., HEAD OFFICE, 24A WATERLOO STREET, KOLKATA 700 069 for Composite work from Contractors, Enlisted and empanelled with Govt. Banks and organizations, **having adequate experience to execute this type of works are eligible for this contract.**

- a) **Name of work** : Composite work of Interior Furnishing, Modular, Electrical works & Air Conditioning **HATIBAGAN** under HEAD OFFICE of THE WEST BENGAL STATE COOP. BANK LTD., KOLKATA
- Hatibagan Site address details:
62, Arabinda Sarani, Kolkata -700 005
- b) **Estimated Cost** : **INR. 14.21 Lakhs (approx)**
- c) **Time of Completion** : **30 days**
- [Work have to be taken up simultaneously in co-ordination with Bank officials / Architect]
- d) **Earnest Money** : **Rs. 15000/-** (Rupees Fifteen Thousand only) by crossed Demand Draft / pay order payable at Kolkata and drawn in favour of "THE WEST BENGAL STATE COOP. BANK LTD." to be submitted. Earnest money will be refunded to the unsuccessful bidders, once the tender process is completed.
- e) **Cost of Tender Document** : **Rs. 500/- (Rupees Five Hundred only)**
- Non-refundable (Demand draft of Rs 500/- payable at Kolkata in favour of D. Subhas & Associates)
- f) **Retention Money** : 5.0 % of total bid amount



Managing Director
The West Bengal State Co-op. Bank Ltd.



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- g) **Release of Retention money** : a) 50% of the retention money will be released on completion of work and issue virtual completion certified by the Architect.
b) Balance in 14 days after the end of defects liability period.
- h) **Availability of Tender Document** : Bank Website at www.wbstcb.com and/or at e-tender portal at www.tenderwizard.com/eproc
- i) **Issue of Tender Document** : Refer to Annexure 2 – for schedule of dates
- j) **Pre-Qualification Criteria** : The firms having experience of successfully completed Interior Furnishing, electrical works and other associated AC installation works (COMPOSITE) during the last 7 years ending on 31st March, 2019
1. 3 (three) "similar completed works" costing not less than the amount equal to 40% of the estimated cost (Rs. 6.0 Lakh)
- OR**
2. 2 (two) "similar completed works" costing not less than the amount equal to 50% of the estimated cost (Rs. 7.5 Lakh)
- OR**
3. 1 (one) "similar completed work" costing not less than the amount equal to 80% of the estimated cost. (Rs. 12.0 Lakh)

Minimum average turnover of Rs. 4.50 Lakh (i.e 30% of project cost) during the last 3 (three) years, testimonials to be submitted along with tender in TECHNICAL BID SUBMISSIONS.

Following documents (with its supporting valid papers) are also to be submitted along with Tender Document.

1. Name, address & Type of firm with organization details, Trade License, Registration Certificate Copy, telephone numbers, fax numbers etc.
2. List of Govt./ Quasi-Govt. Dept. and other organizations of repute with whom the company is empanelled/working.
3. List of similar work completed in last 3 years with details enclosing completion certificate from



M. M. J.
Managing Director
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the clients along with the names of two responsible clients/ persons with address & telephone number who will be in position to certify about quality as well as past performance of your organization.

4. List of similar works in hand with details enclosing the copies of work orders from the clients.
5. Copies of the Audited Balance Sheet for the last three (3) Years along with the Profit & Loss Account.
6. Banker's Certificate for credit worthiness.
7. Valid Income Tax/ Pan Card, GST Registration No. etc.
8. List of disputes/ litigations entered into, if any, with its details

PLEASE MAY REF TO THE ANNEXURE 1 AND FILL THE DETAILS AS PER THE FORMAT PROVIDED

k) **Date of Commencement** : Either 3 days from the date of acceptance letter of work order or the day on which contractor is instructed to take possession of the site, whichever is later

l) **Time and date of Submission of tender** : Up to 03.00 P.M. on scheduled date (Annexure2)

m) **Time and date of Opening : TECHNICAL BIDS:**

At 03.30 P.M. on the scheduled date (Annexure2)

The TECHNICAL bids to be submitted along with the Financial bids as per the Schedule depicted vide Annexure 2 – with all relevant details and documents scanned and uploaded as per the E TENDERING schedule along with the scanned images of the EMD & Tender Document costs to be also uploaded with the Technical Bids.

However the bidder shall have to submit a covering letter with earnest money deposit in required form with Tender Document cost in Hardcopy format on or by the stipulated date as per the Schedule detailed vide Annexure 2.

FINANCIAL BIDS :

At 03.30 P.M. on the scheduled date (Annexure2)

Shall contain the offered price amount quoted with the Tender form as uploaded.

No other condition stipulated in cover-II other than unconditional general rebate shall be accepted.



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Financial Bids to be opened only for bidders who have qualified on technical aspects as per the details in the tender file.

n) Venue of Opening of Bids : THE WEST BENGAL STATE COOP. BANK LTD.

Head Office, 24A WATERLOO STREET, KOLKATA 700 069

o) Tender to be addressed and submitted to : **The Managing Director,**
THE WEST BENGAL STATE COOP. BANK LTD. Head
(for Technical part document as defined) Office, 24A WATERLOO STREET, KOLKATA 700 069

p) Tender without earnest money & tender document in proper form will be rejected.

q) Clarification, if any, to be obtained from : D Subhas & Associates,
D-20/5, Karunamoyee, 1st Floor, Salt Lake, Sector II
Kolkata 700091, Phone - 2337 1202 / 98314 45981
Email : dsakolkatta@gmail.com

r) Validity of Tenders : 3 (three) calendar months from the date of Submission of Tender.

s) Defects liability period : 12 (twelve) months from the date of completion.

t) GST, Sales Tax, Service Tax or any other tax on material or on finished work like Works Contract Tax, Turnover Taxes etc. in respect of this contract shall be payable by the Contractor and the Bank will not entertain any claim whatsoever in this respect.

u) Delay in submission of any part arising due to postal or any other irregularities at any stage will not be considered. The Bank will not be responsible for any damage in transit in case of postal delivery / delivery through courier service or otherwise.

v) All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.

w) The acceptance of tender will rest with THE WEST BENGAL STATE COOP. BANK LTD. which does not bind itself to accept the lowest or any tenders and reserves to itself the right to reject any or all the tenders received without assigning any reason/s thereof.

x) In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day.

y) Conditional Tenders will be summarily rejected.

z) Retention money: The Retention percentage (i.e deduction for interim bill) shall be 5.0% of the gross value of each interim bills. 50% of the retention amount will be refunded to the contractor on issue of virtual completion certificate by the Architect. The remaining 50% of the amount may be refunded 14 days after the end of defect liability period provided the



M.M.
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contractor has satisfactorily carried out all the works and attended to all defects in accordance with the conditions of the contracts, including site clearance.

aa) Defects liability period shall be as per memorandum. It must be realized that this period is for exposure of "Latent Defects". The DLP commences from the certified that of virtual completion, issued jointly by the bank's premises department & the Architects.

ab) After opening the technical and financial bids offer on the standardized conditions as depicted vide the tender document, no correspondence will be entertained.

ac) Prior to opening of Financial bid, THE WEST BENGAL STATE COOP. BANK LTD. / Deputed Architect at their discretion may inspect the on -going/completed works of the Contractors as well as obtain confidential report from the concerned employers.

ad) The bid of tenders who do not full fill the above criteria will summarily be rejected.

ae) The Bank also reserves to itself the right of accepting the whole or any part of the tender and the tenderers shall be bound to perform the same at the rates quoted.

Yours faithfully,

For and on behalf of THE WEST BENGAL STATE COOP. BANK LTD.

The Managing Director

THE WEST BENGAL STATE COOP. BANK LTD.

HEAD OFFICE, 24A WATERLOO STREET, KOLKATA 700 069

Managing Director
The West Bengal State Co-op. Bank Ltd.





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2. GENERAL INSTRUCTIONS TO TENDERERS

1	The term " Employers " or " Bank " shall mean " THE WEST BENGAL STATE COOP. BANK LTD. "- or its authorized representatives at THE WEST BENGAL STATE COOP. BANK LTD., HEAD OFFICE, 24A WATERLOO STREET, KOLKATA 700 069
2	The term " Architect(s) " shall mean " M/s. D Subhas & Associates " And Ar. Somdev Datta who are the Architect Consultant to the Employer for this project & having registered office at D 20/5, Karunamoyee, 1 st Floor, Salt Lake, Sector II, Kolkata - 91 or its authorized representatives.
3	The term " Contractor " mean the successful Tenderer to whom the Contract shall be awarded.
4	The " Works " shall mean the Proposed Composite work for Hatibagan Branch of THE WEST BENGAL STATE COOP. BANK LTD.
5	The Contractor should quote their offered price bid, in figures and words. Any corrections or Overwriting should be initialed, by the Contractor.
6	The Contractor should Submit & upload the tender pages with seal signature and date on each Page.
7	Tender should be submitted as per E TENDERING procedures with all requisite documents as desired - with duly signed and stamped as part of authentication.
8	The Contractors should submit the cost of the main items as per tender specifications. Further modification after awarding or the contract shall be not allowed unless there is specific instruction by the Bank / Architect to change specifications.
9	The Contract is time-bound and the works are to be completed within the time limit specified in the notice inviting tenders.
10	The Contractor shall be penalized if the work is not completed within the scheduled time at a rate of Rs. 2000 per day.
11	The decision of Employer and the Architect is final and binding.




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3. TERMS & CONDITION

1	Unless otherwise mentioned, all works are with no allowance for lapse waste. Unless otherwise described or measured separately, price for all the items shall include all. Necessary straight & curved edges.
2	Any damage to the work before the site is handed over, is to be replaced or made Good at the expense of the contractor' to the entire satisfaction of the Architect /Bank.
3	Income Tax as applicable shall be deducted at source as per the Income Tax Act/ Rules.
4	The quantities indicated are subject to change. The payment of the bill shall be made as per the actual measurement as certified by the architect but not Exceeding the total value quoted in the tender form.
5	The Architect or any officer of the Employers will be free to inspect the work at site during the period of execution. Any suggestion of change or modification to Improve the quality of work will be carried out subject to prior approval of the competent authority of the employers and that of the Architect.
6	In case of failure to take up the work even after accepting the work order, or leaving the work incomplete, or for defective work not rectified, or violation of the terms and conditions, the earnest money deposit will be fortified.
7	For any item of work not covered or any unforeseen items of work, payment will be made according to the rates approved for similar nature of work, the costing done by the Architect, as per current PWD schedule of rates, or as per analysis of material' cost, labour rate and profit to the Contractor at 15%. The Contractor must obtain prior approval in writing before undertaking such additional works.
8	The tenderers shall sign each & every page of the tender documents including the Drawings attached hereto prior to scanning and uploading of the same on the E TENDER portal.
9	The amount is to be quoted in figures as well as in words. In case the rates quoted in Words and in figures are in variance, the amount written in words shall be taken as final
10	The Contractor shall make their own arrangement at their own cost for storing materials, plants, tools etc. The employers will not be liable for security of the Contractor's material.
11	The Employer /Architect reserves the right to accept or reject any tender without assigning any reason whatsoever.



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12	In case of breach of contract by the Contractor for slow progress of work or any other claim of damage, the Employer or the Architect may have the power to rescind the contract without furnishing further reasons thereof.
13	The Architect shall have the power to ask the contractor to furnish the sample/ Colour/ Test Certificate from any Govt./ Authorized agent for any materials used to be used in the Works, the expenditure of which is to be borne by the Contractor.
14	The Employer shall be not be liable for any Damages or Compensation payable as a consequence of any accident or injury to any workman or other persons in the employment of the Contractor or any sub-contractor.
15	On completion of the Works, all rubbish, debris, materials, tools, laborers, etc to be removed by the contractor from the site and the contractor will hand over the site clean & clear & in usable condition within 3 days of completion of the works. Failing this, the employer may dispose the materials at the cost of the contractor.
16	In case of any dispute the matter will be referred to the Managing Director, THE WEST BENGAL STATE COOP. BANK LTD., HEAD OFFICE, KOLKATA
17	The rates quoted in the tender shall include all sales tax. Excise tax. Octroi & other taxes etc., no escalation of rates will be allowed under any circumstances.
18	The Contractor should be registered under VAT/GST, the necessary copy of certificate of the aforesaid to be submitted along with the tender, failing which the tender will be rejected.
19	The Contractor need to furnish from executing water proofing applicator agency (Dr. Fixit / Sika) 10 years warranty in a notarized stamp paper of Rs. 50/- for the water proofing works to be done in this project with the final bill. Any defects to be rectified by the Agency at free of cost during warranty period.



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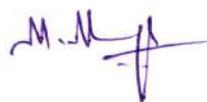
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4. SPECIAL TERMS AND CONDITIONS

1	Total security deposit (TSD)	<p>Comprises of A) Earnest money Deposit shall be calculated as Rs 15,000.00 and to be deposited by the party in the form of Demand Draft/Pay order from any schedule Bank other than the clientele Bank.</p> <p>B) Initial Security Deposit shall be 2% of the accepted value of the tender including the earnest money deposit. Initial security deposit is to be paid by the Contractor to the Bank within 14 days of intimation to him of the acceptance of his tender</p> <p>Retention Money: The retention percentage (i.e. deduction from the interim bill) shall be 5 % of the gross value of each interim bill. The maximum amount of retention money shall be the balance amount of the total security deposit. The security deposit will be refunded to the contractor after defect liability period</p>
2	Limit of variation.	100% without any change in price if work is done within six months of the contract and with prior consent of Architect Consultant / Bank.
3	Additional items	<p>For items where unit rates are not available, contractor or shall provide proper cost break-up and proceed only after approval /consent.</p> <p>Any sample to be made for approval shall be at the Contractor's cost</p>
4	Rules/ Regulations	The contractor shall have the responsibility of complying' with the local shops/ establishments Act and other labour/ minimum wages Act and shall keep ell such records / accounts on payment of wages attendance as deemed necessary.
5	Arbitration	As per the standard arbitration clause under the jurisdiction of Kolkata.
6	Organization	The contractor shall employ competent qualified-supervisor Engineer-in-charge who shall be responsible for the day to day work and coordinate as necessary with the Architect's supervisor. Any Workman found guilty of misconduct / theft shall be removed from the site.




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7	Damage to property	Any damage to the Bank's property during the work period will be recovered from the contractor.
8	Deduction	Income tax at source as per I. T. Act.
9	Terms of payment	Payment shall be made only after total completion of the Job in all respects based on the certification of Job both by the project Architect & the branch.
10	Billing Procedure	All measurements shall be recorded in duplicate on standard measurement sheets prepared jointly by the Architect's Site' Engineer & The Contractor's' representatives duly signed by them. All bills shall be submitted along with this checked measurement sheets.
11	Time schedule of work	The Contractor must submit before the commencement of work, a Bar chart showing the date of commencement & the date of completion of each item of Work as mentioned in the Schedule of Quantities.
12	General	The rates should be, quoted considering necessary Scaffolding & staging work, removal of debris as & when necessary, in view of restriction of Local Authority.

All Contractors are requested to visit the site before starting the Work at Hatibagan Branch at the address details as provided

62, Arabinda Sarani, (First Floor) Kolkata -700 005

Please may contact the architect office / bank office prior to visit to the site.



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APPROVED LIST OF NOMINATED MANUFACTURERS / SUPPLIERS OF MATERIALS - CIVIL INTERIOR FURNISHING WORKS

Note:

1. NO DEVIATION SHALL BE PERMITTED.
2. Wherever Contractor proposes to use "equivalent" makes (other than specified), the same shall be done only after prior approval from Architect. Architect may consult the Employer before giving approval, time due to this will be on contractor's account and no claims will be entertained.
3. All material to be used shall be of first quality unless otherwise specified.
4. All sizes of materials mentioned shall be finished sizes.

Item Description	1. Approved Brands / Manufacturers
PLYWOOD	Green ply Ecotech / Century Sainik / SATABDI / SABURI
Medium Density Particle board (exterior grade)	GREEN PANELMAX / EQUIV
Block Board	Century, Durian, Prima / Equiv
HDFR	Anutone / E-Board // Cement - Bison // Ramco Hilux
Gypsum Boards	India Gypsum, Lafarge Gypsum
Laminates 1mm & 1.5mm	Century, Green - NEWMIKA, Royal Crown, Signature
Soft Board.	Jolly Board
Adhesives	Fevicol SH, Araldite of Ciba Geigy, Silicon Sealants
Paint	I.C.I. (Dulux - Duco), British paints (Luxol.), Asian paints
Cement Paint	Snowcem, Nitcocem, Sandtex, Nitcotex
Wood Preservative	Bison by British paints, Woodguard, Termiseal.
Vitrified Ceramic Tiles	Johnson, Euro, NITCO, CERA, VARMORA
Glass	ModiFloat, Asahi, Saint gobain
Cement	ACC, ULTRATECH, Ambuja, DALMIA
Writing Board	White Mark, AlkoSign, Altop
Mirror	Modi, Asahi,
Aluminum Sections	Jindal, Indal, HINDALCO
White boards	White Mark, Alkon, Altop., Kings India Inc.
Metallic laminate	Greenlam, Century, Mica, Royal Touche
Al. cables, Cu. Cables, flexibles	R R Kable, Polycab, FINOLEX
Mineral Fibre ceiling	Armstrong, AMF, USG, Nittobo, Minwool
Door Closure	Godrej / Archi / Sterling(Heavy Duty)
Floor Spring	Godrej / Archi / Sterling(Heavy Duty)
Door Lock / Door Handles	Godrej / Hafela / Hettich / Kich / Doorset / Acme
Drawer / Storage Handles	Neki / Hassley / EGL
Drawer / Storage lock	Godrej / eqv
Night latch	Godrej / eqv
Screws	GKW / Nettle fold
Hinges	CIEF / eqv

Note:

- All materials used shall be of I.S.I. grade wherever applicable.
- Bidders are requested to visit the site premises prior to submission of quotes.



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- No additional cost will be paid to finish or complete one particular job mentioned in BOQ/Details.

LIST OF APPROVED MAKES OF MATERIALS (FOR ELECTRICAL WORKS ONLY)

Note:

1. NO DEVIATION SHALL BE PERMITTED.
2. Wherever Contractor proposes to use "equivalent" makes (other than specified), the same shall be done only after prior approval from Architect. Architect may consult the Employer before giving approval, time due to this will be on contractor's account and no claims will be entertained.
3. All material to be used shall be of first quality unless otherwise specified.
4. All sizes of materials mentioned shall be finished sizes.

1	CHANGE OVER SWITCH	HPL / HAVELLS / ABB / INDOASIAN
2	MCCB / MCB / MCI	LEGRAND / HPL / INDOASIAN / HAVELLS
3	RCCB / RCBO	LEGRAND / HPL / INDOASIAN / HAVELLS
4	MCB DB BOX	LEGRAND / HPL / INDOASIAN / HAVELLS
5	CABLE	POLYCARB / FINOLEX / RR
6	CABLE SOCKET	DOWELL'S / 3D
7	PVC PIPE & ACCESSORIES (MEDIUM)	POLYCARB / AKG / HARSH
8	WIRE (ZHFR) MODULAR	POLYCARB / FINOLEX / RR LEGRAND / CRABTREE / HPL / HAVELLS /
9	ACCESSORIES	INDOASIAN
10	FAN	CROMPTON / HAVELLS / BAJAJ
11	LIGHT FITTING	PHILIPS / WIPRO / THORN
12	TELEPHONE WIRE	POLYCARB / FINOLEX / RR
14	SMOKE DETECTOR	HONEYWELL / JOHNSON / SIEMENS

Attachments along with the Tender doc:

- Annexure 1 : BOQ for CIVIL INTERIOR FURNISHING , ELECTRICAL WORKS
Annexure 2 : Schedule Tender Programme

Tenderers are requested to visit the Site prior to submission of their bids.

For any technical clarification / query in respect to this project – it must be brought to the notice of the Bank's architect – D. Subhas and Associates and necessary details must be collected / clarified from Bank's architect office – D. Subhas and Associates, D-20/5, Karunamoyee, Salt Lake, Sec – II, Kolkata – 91.



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ANNEXURE 1

SI No	HEADING DETAILS	DETAILS TO BE FURNISHED BY THE BIDDER
1	NAME	
2	CONSTITUTION	
3	ADDRESS	
4	NAME & ADDRESS OF THE PARTNERS IF APPLICABLE	
5	NAME OF CONTACT PERSON WITH THEIR MOBILE NUMBER	
6	OFFICE TELEPHONE, FAX, E-MAIL	
7	PAN DETAILS	
8	GST DETAILS	
9	DIN DETAILS	
10	MANPOWER EMPLOYED	
11	NUMBER OF YEARS OF EXPERIENCE	
12	TURNOVER (IN INR)	
	2018-19	
	2017-18	
	2016-17	
13	W/O DETAILS	
14	ESIC	
15	TRADE LICENCE NO.	
16	PROVIDENT FUND	

Please may use addendum sheets in support of the same as well as may print the same on your letterhead for submission need.




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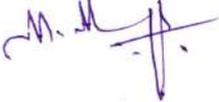
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Annexure- 2

RFQ Reference	HO/L&E/336/2020-2021 dated 09.06.2020
Date of publication to newspaper in Aajkaal & Business Standard	12.06.2020
Tender documents available at Bank's website at e-tender portal	www.wbstcb.com www.tenderwizard.com/eproc
Last Date and time for receipt of Complete proposal: (Technical Including Eligibility Criteria & Commercial Bids)	20/06/2020 up To 03:00 P.M.
Website for Uploading Proposals	https://www.tenderwizard.com/eproc
Date and Time of Opening of Technical Proposals	22/06/2020 at 03:30 P.M.
Date and Time of Opening of Commercial Offers only for the successful technical proposals	24/06/2020 at 03:30 P.M.
Address for Communication	The West Bengal State Co-Operative Bank Ltd. 24A, Waterloo Street, Kolkata- 700069




Managing Director
The West Bengal State Co-op. Bank Ltd.