

**Notice Inviting Quotation for Left Out Painting and Miscellaneous
Repair works during Renovation of Lift Lobbies and Connected
Passages at NABARD Head Office, Mumbai**



**Department of Premises, Security and Procurement,
NABARD Head Office
Gr. Floor, A-Wing, C-24, G Block,
Bandra Kurla Complex, Bandra (E) Mumbai – 400 051
dpsp@nabard.org**

Date of Notice Inviting Quotation	08.05.2024
Last Date of Submission of Quotation	14:00 hours on 21.05.2024
Date of opening of Quotation	15:00 hours on 21.05.2024

Ref. No. NB/DPSP / HO- Works/ Left out painting works/ 413 / 2024-25

Date: 08.05.2024

Dear Sir/ Madam,

Notice Inviting Quotation for Left Out Painting and Miscellaneous Repair works during renovation of Lift Lobbies and Connected Passages at NABARD HO, Mumbai from Empaneled Contractors

The National Bank for Agriculture and Rural Development intends to undertake the captioned work at its Head office. Therefore, quotations are invited from the empaneled contractors in Category-1 (Up to Rs.5.00 Lakh) under Trade-1 (General Civil, Sanitary, Plumbing and Carpentry Works) at NABARD Head Office, Bandra Kurla Complex, Mumbai – 400 051.

2. Brief Details of Work:

I	Description of work	Left Out Painting and Miscellaneous Repair works during Renovation of Lift Lobbies and Connected Passages at NABARD HO, Mumbai
II	Time allowed for completion of the work	30 days reckoned from the 7th day of the date of issue of work order.
III	Estimated Cost of the work	Rs. 4,75,000/-

3. The Instructions to Empaneled contractors and detailed Scope of Work are indicated in the attached document.

4. Empaneled Contractors are requested to submit their quotations in sealed envelope with superscription for the aforesaid works as per the terms and conditions and other requirements as mentioned specifically elsewhere in this document to “The Chief General Manager, DPSP, Ground Floor, B-Wing, BKC, Mumbai – 51” and with superscription “Quotation for Left Out Painting and Miscellaneous Repair works during Renovation of Lift Lobbies and Connected passages at NABARD Head Office, Mumbai” and should be submitted not later than 14.00 hours on 21.05.2024. The quotation will be opened at 15:00 hours on 21.05.2024 before the participants who desire to be present.

(Signature & Seal of bidder)



5. The quotations shall be accepted only in respect of those empaneled contractors whose quotations are in line with the requirements as per the content of this document and are acceptable to NABARD. The decision of NABARD in this regard shall be binding on the empaneled contractors and not open to question or appeals.

6. Quotations received later than the time and date prescribed, due to any reasons whatsoever as also telegraphic, e-mailed and faxed quotations shall not be considered.

7. The Bank reserves the right to accept any or reject all the quotations without assigning any reasons thereof.

8. For any clarifications, you may contact DPSP-Premises Section in person or by sending e-mail at [dpsp\[at\]nabard\[dot\]org](mailto:dpsp[at]nabard[dot]org).

Yours faithfully

-Sd-

(A K Pittan)

Deputy General Manager

Department of Premises Security and Procurement

B-Wing, Ground Floor

National Bank for Agriculture and

Rural Development (NABARD)

C-24, G-Block, BKC, Bandra(E)

Mumbai-400 051

(Signature & Seal of bidder)



**Quotation for Left Out Painting and Miscellaneous Repair works
during Renovation of Lift Lobbies and Connected Passages at
NABARD Head Office, Mumbai**



**Department of Premises, Security and Procurement,
NABARD Head Office
Gr. Floor, A-Wing, C-24, G Block,
Bandra Kurla Complex, Bandra (E) Mumbai – 400 051
dpsp@nabard.org**

Name of the Empanelled Contractor	
Address of the Empanelled Contractor	
Contact Person & Mobile/ Telephone No.	

(Signature & Seal of bidder)



Form of Quotation for Left Out Painting & Miscellaneous Repair works during Renovation of Lift Lobbies and Connected Passages at NABARD Head Office, Mumbai

To
The Chief General Manager
Department of Premises, Security & Procurement
Ground Floor, BKC
Mumbai – 400 051

Respected Sir

Quotation for Left Out Painting & Miscellaneous Repair works during Renovation of Lift Lobbies and Connected Passages at NABARD Head Office, Mumbai

I/ We have read and understood the whole contents of the Notice Inviting Quotation for the captioned works. I/ We do hereby declare that the information furnished in the application is correct to the best of my/ our knowledge and belief.

Yours faithfully

Signature :

Name :

Designation :

Date :

Address :

Seal :

(Signature & Seal of bidder)



I. GENERAL CONDITIONS

1. Contractors are advised to visit the site and thoroughly understand the nature and scope of the works and be familiar with the site conditions before quoting the rates.
2. The quantities indicated in the BOQ are tentative and shall be executed only at the sole discretion of NABARD.
3. Quoted rates should be workable and reasonable and should include incidental and all overheads and profits. The contractor should furnish Rate Analysis of the items quoted for scrutiny of the rates by NABARD, if required.
4. Rates should include all Taxes, Duties, Octroi, Levies, Wages as per Act, etc. and should be firm for the entire Work period. No escalation in rates will be allowed for the entire work period on any account.
5. **Security Deposit (SD)**: Successful bidder shall have to deposit Security Deposit (SD) at 5% of awarded work within 7 days of issue of workorder. SD should be remitted through online bank transfer to NABARD A/c as per details below:

Name of the Account	NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
Bank Name	NABARD
Branch Name	Head Office, Mumbai
IFS Code	NBRD0000002
Account Number	NABADMN07

The security deposit shall be refunded after expiry of defect liability period of one year after the date of virtual completion of the work, provided the Contractor has satisfactorily carried out all the rectification works and attended to all defects to the satisfaction of NABARD. No interest shall be paid on Security Deposit. No mobilisation advance shall be given to contractor. SD of the bidder shall be forfeited if the bidder is failing to execute the work/ complying the terms of the contract.

6. Materials used should conform to relevant BIS/ International Codes.
7. The items not covered in the Schedule of Quantities of the Quotation shall be paid at CPWD rates or the rates as per Rate Analysis based on the market prices supported by documentary proof with 15% towards Contractor's OHP plus GST, as applicable. The Rate Analysis shall be submitted by the Contractor for scrutiny and approval of NABARD.
8. TDS on Income Tax and Goods and Service Tax as applicable will be deducted from total payment due to the Contractor.
9. The entire work is required to be completed as specified in the quotation.

(Signature & Seal of bidder)



10. The Contractor shall comply with the provisions of Contract, Labour (Regulation & Abolition) Act, 1970, Minimum Wages Act and all other Labour Laws and other Statutory Regulations (both Central and State) that may be enforced from time to time by the appropriate authorities. NABARD shall not be held responsible for any penalty on failure of the any Labour Regulations. NABARD shall have the power to inspect the Wage Register and for physical verification of salary paid to the staff with reference to any records of the Contractor and to insist the Contractor to comply with Laws.
11. The Contractor should be responsible to fulfil all the obligations in connection with the workers employed by the Contractor for the purpose of the Work and all the Statutory and other liabilities, if any, including minimum wages, leave salary, uniform, ex-gratia, gratuity, ESI, Provident Fund, Workmen Compensation, if any, etc. in connection therewith shall be on the Contractor's account and payable by the Contractor.
12. The Contractor or his authorised representative should visit the site frequently during the execution of works and as required by NABARD, meet NABARD's Officials with prior appointment for any clarifications, and to receive instructions, take measurements, etc. at the site.
13. The contractor should engage qualified technical personnel/supervisor in respective Engineering field/s to supervise the work on daily basis as per the specifications and instruction of the Bank's Officials.
14. The supervisor has to ensure that the work is being undertaken as per the bar chart/work schedule submitted at the time of acceptance of work.
15. Weekly report of the work status is required to be submitted by contractor to NABARD.
16. The Contractor shall be fully responsible and shall compensate NABARD in the event of any damage to men or material, injury / damage or death as the case may be, caused directly or indirectly due to the negligence of the Contractor or his agents and / or his employees, or workmen. The decision of NABARD in this regard shall be final and binding.
17. The Contractor shall indemnify the Employer against any losses.
18. Any act of indiscipline / misconduct / theft / pilferage on the part of any employee engaged by the Contractor resulting in any loss to NABARD in kind or cash will be viewed seriously and NABARD will have the right to claim damages or levy fine and / or terminate the Work forthwith, if necessary.
19. In case of any default or failure on Contractor's part to comply with all / any one of the Terms / Conditions, NABARD reserves to itself the right to take necessary steps to remedy the situation including, inter-alia, the deduction of appropriate amount/ s from dues otherwise payable to Contractor and / or by taking recourse to appropriate recovery proceedings.

(Signature & Seal of bidder)



20. If any dispute arises on any matter concerning this Contract, the decision of NABARD shall be final and binding.
21. The Contractor should not at any time do, cause or permit any nuisance on the site / do anything which shall cause unnecessary disturbances or inconvenience to the occupants/visitors at site or near the site of work.
22. The work should be carried out with least inconvenience to the occupants. The workmen employed by the Contractor should abide by the Rules and Regulations maintained by NABARD in the premises, especially in respect of working hours, entry of the workers to the premises, interpersonal relation with the occupants etc.
23. The Contractor should obtain approvals, if any, necessary for the work from the statutory bodies on behalf of NABARD. However, NABARD may assist the Contractor in respect of any liaison with the Municipal or any other authority for necessary approval / permission with regard to the construction/maintenance works. The fees and other statutory charges, if any, will be reimbursed to the Contractor based on the original receipts produced to NABARD.
24. The Work can be terminated by NABARD with 7 days' notice if services are found to be unsatisfactory and if there is no improvement even after issue of three notices to the contractor.
25. On-site storage space will be provided to the Contractor subject to availability. However, the Contractor may erect temporary sheds for storage purposes at his cost with the permission of NABARD. NABARD will not be responsible for Contractor's materials. The Contractor may be required to vacate the storage space and sheds as per exigency or after completion of the work as the case may be without any extra cost to NABARD.
26. The Contractor shall provide all necessary items/equipment etc. for the proper execution of the works. The Contractor shall supply, and maintain all the scaffoldings, jhulla, T&P etc. at his cost during the execution of any work and remove them as soon as the work is completed.
27. The Contractor shall not directly or indirectly transfer, assign or sublet the Work or any part of it, without written permission of NABARD.
- 28. Payment Terms: The contractor shall be entitled to receive payment only on satisfactory completion of work in all respect as per the terms of contract and after joint measurement of the work.**
- 29. Delivery Period: The time allowed for completion of the work is 30 days which is reckoned from the 7th day of the date of issue of work order.**
30. Liquidated Damages: 0.25% of the accepted Value per week or part of the week for delay in completion of work if the delay is attributable to the contractor in the view of NABARD, subject to maximum of 5% of the value of work.

(Signature & Seal of bidder)



31. Defects Liability Period: One year from the date of Virtual Completion of works certified by NABARD.
32. Any defect which may appear within the Defect Liability Period (one year after the Virtual Completion of work) should be rectified by the Contractor at his cost.
33. The quotations shall be signed by the person/ persons on behalf of the organisation having necessary Authorisation/ Power of Attorney to do so. Each page of the application shall be signed and sealed.
34. Quotations containing false and/ or incomplete information are liable for rejection.
35. The applicant shall quote the rates for each item in the Price bid as per scope of work.
36. Quotations with specific conditions/Conditional quotations shall be rejected.

We accept all the above Terms and Conditions in all respects without any reservation.

Place :

Date :

Seal and Sign of the contractor

(Signature & Seal of bidder)

II. SPECIAL CONDITIONS OF CONTRACT

1. The Quotation is strictly on Item Rate basis.
2. The Contractor shall sign all the pages of the Quotation Document.
3. NABARD takes no responsibility for delay / loss in post or non-receipt of Quotation Documents.
4. Bids submitted by un-authorized agents and FAX / Telex / Telegraphic bids/E-Mail shall not be entertained/considered.
5. Contractors are advised to visit the site at their cost, conduct survey of existing conditions so as to familiarize themselves with the site conditions, nature of works etc. and get all clarifications as necessary from NABARD before quoting the rates.
6. Rates should include proper covering of floors, furniture & fixtures with covering materials for proper protection, removal of debris out of premises to the safe limit on daily basis, removing stains, cleaning the site thoroughly and unless the same is done to the satisfaction of the NABARD's officials, the Bill will not be accepted. A certificate in this regard should be obtained from caretaker of NABARD and submitted by the bidder along with the bill.
7. The Contractor shall make necessary arrangement for watch and ward of his materials, tools, machines etc. stored for the execution of the work at his own risk and cost and NABARD will not be responsible on any account.
8. If the last date of receipt of Quotation is a holiday, then submission of Quotations shall be shifted to next working day without change of time and venue.
9. The Contractors should quote their rates strictly adhering to Terms and Conditions stipulated in the Quotation Document. Unsolicited correspondence after opening of the Quotation shall not be entertained. Conditional / deviational quotations may be rejected without making any reference to the Contractors.
10. Validity of the quotation for awarding the work is 60 days from opening of quotation. No Contractor will be allowed to withdraw his Quotation during the validity period. Subletting of the Work is not permitted.
11. Rates should be filled in the Quotation neatly and as far as possible, no correction shall be made. The rates quoted should be written legibly in words and figures. If on check, differences are observed between the rates given by the Contractor in words and figures or in the amount worked out by him, the following procedure shall be followed.
 - a. When there is a difference between the rates in figures and in words the rates which corresponds to the amounts worked out by the Contractor shall be taken as correct.

(Signature & Seal of bidder)



- b. When the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or in words, then the rate quoted by the Contractor in words shall be taken as correct.
 - c. When the rates quoted by the Contractor in figures and in words tallies, but the amount is not worked out correctly, the rate quoted by the Contractor shall be taken as correct and not the amount.
12. No advance shall be paid towards mobilization and cost of materials.
13. The Contractor shall use necessary safety equipment and maintain all safety measures during the execution of works and ensure compliance of Safety Code as per Rules and Regulations in force.
14. The Contractor should have necessary Work License and comply with the Labour Laws as applicable.
15. Notwithstanding anything stated above, NABARD reserves the right to assess the Contractor's capability and capacity to perform the contract, should the circumstances warrant such assessment in the overall interest of NABARD.
16. The decision of NABARD in awarding the work shall be final and cannot be subjected to arbitration.
17. NABARD reserves the right to accept/ negotiate / reject any Quotation either in whole or in part without assigning any reasons therefore whatsoever and without entering into any further correspondence and hence, NABARD shall be under no obligation to accept the lowest or any other Quotations received in response to this Quotation. The decision of NABARD in this regard shall be final and undisputable.
18. NABARD also reserves the right of super session of any of the conditions, stipulated in the Quotation Document.

DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

Place:

Date:

(SIGNATURE AND SEAL OF THE CONTRACTOR)

(Signature & Seal of bidder)

III. SAFETY CODE

- a) The Contractor shall maintain first aid appliances including adequate supply of sterilised dressings and cotton wool, in a readily accessible place.
- b) An injured person shall be taken to a hospital without loss of time, in cases where the injury necessitates hospitalisation.
- c) When a ladder is used an extra mazdoor shall be engaged for holding the ladder.
- d) Workers employed on mixing and handling material such as asphalt, cement, mortar shall be provided with protective footwear and rubber hand gloves.
- e) Hoisting machine and tackle used in the works, including their attachments, anchorage and supports shall be in perfect condition.
- f) All workers shall be provided with helmet, Safety Shoes and Safety belts.
- g) The Employer reserves the right to instruct the Contractors to take additional safety precautions if found necessary.

IV. LIST OF APPROVED MAKE OF MATERIALS / TRADE

1. Unless otherwise mentioned any one of the makes or brands as approved by NABARD shall be allowed to be used. Other specific equivalent brands with BIS mark may be allowed to be used if approved by NABARD.
2. The contractor shall distinctly understand that it will not be their prerogative to insist on a particular brand from the list.
3. Wherever contractor proposes to use equivalent makes (i.e. other than specified), the same shall be used after prior approval of NABARD. Any additional expenditure and time due to this shall be solely on contractor's account and no claims whatsoever shall be entertained in this regard.
4. If the schedule of quantities prescribes a particular brand of materials or fittings, the same shall be considered while quoting the rates.

S.No.	Material	Brand
1	Gypsum Board & accessories	Saint Gobain Gyproc/ Armstrong/ SHERA/ USG Boral/ Equivalent
2	Joint sealer	Dr. Fixit/ SIKA/ CICO/ BASF/ Fosroc/ Sunanda/ Equivalent
3	Putty	Asian/ Berger/ Birla/ JK/ Equivalent
4	Paints	Asian/ Berger/ Nippon/ Dulux/ Jotun/ Equivalent

V. SAMPLES FOR APPROVAL

Contractor, before supply of material should show the samples of all the materials to the concerned officer of NABARD and get it approved.

(Signature & Seal of bidder)

VI. SCHEDULE OF QUANTITIES/ PRICE BID

Left Out Painting & Miscellaneous Repair works during Renovation of Lift Lobbies and Connected Passages at NABARD Head Office, Mumbai

SCHEDULE OF QUANTITIES/ PRICE BID

S.No	Description of works	Unit	Qty	Rate/Unit (in Rs)	Amount (in Rs.)
1	<u>Putty works:</u> Providing and applying white cement based putty of average thickness 1mm of approved brand and manufacture, over the false ceiling boards, to prepare the surface even and smooth complete including scaffoldings and jointing tapes, if required including all materials, labour charges, etc. complete	Sqm	810		
2	<u>Primer Coat:</u> Providing and applying priming coats with primer of approved brand and manufacture with water thinnable cement primer having VOC content less than 50 grams/ liter on the surface of the false ceiling including all necessary bye-works, all materials, labour charges, etc. complete	Sqm	810		
3	<u>False ceiling paint:</u> Providing and applying two coats of paints on the surface of false ceiling with premium acrylic emulsion paint of interior grade, having VOC less than 50 grams/ liter of approved brand and manufacture, including applying additional coats wherever required to achieve even shade and colour with all necessary bye-works, all materials, labour charges, etc. complete	Sqm	810		
4	<u>Dismantling of false ceiling:</u> Dismantling of damaged gypsum false ceiling including disposal of unserviceable materials out of the office premises and stacking of serviceable materials within 50 meters lead as directed by Engineer In Charge including all materials, labour charges, etc. complete	Sqm	120		

(Signature & Seal of bidder)



5	<p><u>Gypsum False ceiling without frame:</u> Providing and fixing false ceiling at all heights with 12.5mm thick tapered edge moisture resistant gypsum board conforming to IS 2095-2011 of approved brand with the help of dry wall screws to the available frame, including jointing and flushing of the board with recommended jointing compound, tapes as per manufacturer's specifications including the cost of making cut-outs for services with frames and refixing of removed equipment and all necessary arrangements, bye-work, all materials, labour charges, etc. complete but excluding the cost of the primer and painting</p>	Sqm	80		
6	<p><u>Gypsum False ceiling with frame:</u> Providing and fixing false ceiling at all heights with 12.5mm thick tapered edge moisture resistant gypsum board conforming to IS 2095-2011 of approved brand with the help of dry wall screws including providing and fixing of frame work made of special sections, power pressed from MS sheets and galvanised zinc coating as per IS:277 as per manufacturer's specifications and jointing and flushing of the board with recommended jointing compound, tapes as per manufacturer's specifications including the cost of making cut-outs for services with frames and refixing of removed equipment and all necessary arrangements , bye-work, all materials, labour charges, etc. complete but excluding the cost of the primer and painting</p>	Sqm	40		
7	<p><u>Pipe Painting:</u> Painting of one or more coats of synthetic enamel paint of approved brand and manufacture and required colour to achieve even shade and colour on 75 mm diameter old rainwater pipes and fittings including scrapping of old paint,</p>	Rmt	60		

(Signature & Seal of bidder)



	cost of all necessary bye-works, scaffolding, all materials, labour charges, etc. complete				
8	Grating for traps and joint sealing: Providing and fixing 100 mm sand cast iron grating for trap at floor levels including cleaning the existing debris at the traps, surface preparation around the joints, proper packing with epoxy based waterproofing compound for sealing the joints around the pipes and levelling to the existing floor levels with all necessary bye-works as directed by the EIC including all materials, labour charges, etc. complete	Nos	14		
	Total				
	Add CGST of 9%				
	Add SGST of 9%				
	Grand Total				
	(Amount in Words)				

(Name, Address and Seal of the contractor)

Note:

1. The Quoted rate shall be workable and inclusive of all material and labour cost as well as contractor profit, overheads/Income Tax as applicable, but exclusive of GST (GST is to be indicated separately).
2. The contractor should have valid GST registration. While raising final bill, the contractor should write their GSTIN number in the Tax Invoice and should clearly indicate applicable SGST/ CGST amounts payable.
3. The contractors should visit site and assess site conditions and scope of work before quoting the rates.

(Signature & Seal of bidder)



4. The contractor should clean the work area and remove all the debris from the site/ premises on daily basis.
5. The work shall be awarded to the vendor quoting the lowest price (L-1) for the work and meeting the specifications and terms and conditions as specified in the document inviting quotations.
6. The contractor has to quote for all the items in the price bid/ quotation. Incomplete price bids shall be rejected, at the sole discretion of NABARD.

Accepted all terms & conditions.

Place:

Date:

(Name, Address and Seal of the contractor)

(Signature & Seal of bidder)