



**UCO BANK  
ZONAL OFFICE, BALASORE**

**TENDER DOCUMENT  
FOR  
INTERIOR, ELECTRICAL & DATA WORK OF ADA BRANCH & ATM**

NAME OF THE TENDERER: FURNISHING AND REFURBISHING WORK OF  
ADA BRANCH(1248)

ADDRESS OF THE TENDERER: UCO BANK ZONAL OFFICE BALASORE, O T  
ROAD POLICE LINE SQUARE, BALASORE-756001

DATE OF SUBMISSION OF TENDER: 22/09/2025

TIME: 5 PM.

DATE OF OPENING OF TENDER: 23/09/2025

TIME: 3.00 PM.

PLACE OF SUBMISSION OF TENDER:

THE ASST. GENERAL MANAGER  
UCO BANK  
ZONAL OFFICE,  
BALASORE

**CONSULTANT**

**TECHNO ARCH**

Plot No - 71/7, Jadupur, Near City Bus Stand, Bhubaneswar.19  
Ph.0674-2551479, Mobile. 9437189632



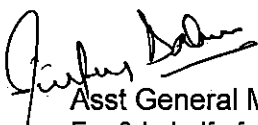
## TENDER NOTICE

Sealed Tenders are invited from the empanelled Contractors of Zonal office BALASORE having **current IT clearance, Valid GSTIN.**, on behalf of

**The ASST. General Manager,  
UCO Bank,  
Zonal Office  
BALASORE.**

For the following works:-

- 1) Name of the work : Interior Furnishing, Electrical,& Data Work at ADA BRANCH & ATM.
- 2) Location of the work : ADA BRANCH & ATM.
- 3) Selling of Tender documents: From 11/09/2025 to 22/09/2025  
(During office hours only)
- 4) Time of completion : 25 days
- 5) Earnest money : Rs.11,500.00
- 6) Cost of Tender documents : Rs.1,000.00
- 7) Defect liability period : 12 month from completion of project.
- 8) Security Deposit : 10% of the final bill amount.
- 9) Liquidate damage : 1.0 % of the tender value per week subjected to maximum 10 % of the tender value.
- 10) Tenderers might be called upon before the final awarding of contract for any clarifications regarding the quoting of the tenders
- 11) The Earnest money shall be refunded to the unsuccessful tenderers within fifteen days without any interest.
- 12) The employer will not be bound to accept the lowest tender and reserves the right to reject any or all tenders without assigning any reason thereof.



Asst General Manager  
For & behalf of  
UCO Bank  
ZONAL OFFICE, BALASORE.



### GENERAL INSTRUCTIONS TO TENDERERS

- 1) The term "**Employers**" or "**Bank**" shall mean "**UCO Bank**", or its authorized representatives at The Zonal Office, BALASORE.
- 2) The term "**Architect(s)**" shall mean "M/s.Techno Arch. who is the Architect Consultant to the Employer for this project & having office at Plot No. 71/7, Jadupur, Near Dumuduma City Bus stand, Bhubaneswar. Or its authorized representatives.
- 3) The term "**Contractor**" shall mean the **successful tenderer** to whom the Contract shall be awarded.
- 4) The "**Works**" shall mean the Interior works comprising of Furnishing work for ADA BRANCH & ATM.
- 5) The Contractor should quote the rates in figures and words. Any corrections or Over-writing should be initialed by the Contractor.
- 6) The Contractor should submit the tenders with seal, signature and date on each Page.
- 7) Tender should be submitted in sealed covers with all requisite documents as desired with the top of the envelope super scribed as "**SEALED TENDER for Total Interior Furnishing, Electrical, & Data works For ADA BRANCH & ATM.**"
- 8) The Contractors should submit the cost of the main items as per tender specifications. Further modification after awarding of 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) Additional Performance Security shall be deposited by the successful bidder as follows:-

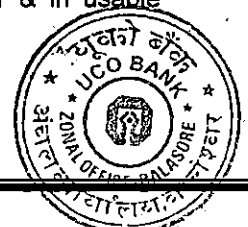
Sl No.	Range of Difference between the estimated cost put to tender and Bid Amount	Additional Performance Security to be deposited by the successful bidder.
1	Below 5%	No Additional Performance Security
2	From 5% and above and below 10%	50% of ( Difference between estimated cost put to tender and Bid Amount )
3	From 10% and above	150% of ( Difference between estimated cost put to tender and Bid Amount )

- 11) The additional performance security as per clause 10 shall be furnished by the bidder before execution of the work in shape of Demand Draft or Fixed Deposit Receipt at any Nationalized bank pledged in favour of UCO Bank, Regional Office BALASORE which will be over and above the performance security.
- 12) The Contractor shall be completed all works as per specification to the satisfaction of Engineer/Architect in charge else the total or part of performance security will be forfeited . The performance security will be release by the Bank after completion of the project .
- 13) The Contractor shall be penalized if the work is not completed within the scheduled time, the Bank will be entitled to charge liquidated damages @ 1% of the accepted contract sum per week subject to a maximum of 10% of the accepted contract sum.
- 14) The decision of Employer and the Architect is final and binding.



### 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 the 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 forfeited.
- 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 10%. 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 here to.
- 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 materials.
- 11) No tools or plants will be issued by the bank.
- 12) The Employer / Architect reserves the right to accept or reject any tender without assigning any reason whatsoever and the said decision shall be final and binding upon the tenderer.
- 13) In case of breach of contract by the Contractor for slow progress of works or any other claim of damage, the Employer or the Architect may have the power to rescind the contract without furnishing further reasons thereof.
- 14) The Architect shall have the power to ask the contractor to furnish the sample/ color / 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.
- 15) 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.
- 16) 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.

17) In case of any dispute, the matter will be referred to the Chief Officer, UCO Bank, Zonal Office, BALASORE.

18) The Contractor shall not submit any work bill until he completes the Project completely, as certified by the Architect Consultant.

19) The rates quoted in the tender shall exclude GST but include other taxes, no escalation of rates will be allowed under any circumstances.

### **SPECIAL TERMS AND CONDITIONS**

1. Completion Period : 25 Days
2. Date of Commencement : 7 days from the date of issue of the work order or the date on which the contractor is Instructed to take possession of the site, or the date of your acceptance of the work- order, whichever is later.
3. Defect Liability Period : One year after actual completion of work.
4. Total security deposit (TSD) : 10 % of the executed value of the work
5. 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.
6. Additional items : For items where unit rates are not available, contractor shall provide proper cost break-up and proceed only after approval/consent. Any sample to be made for approval Shall be at the Contractor's cost.
7. Validity of tender : Three month after the opening of the tender.
8. Rules/ Regulations : The contractor shall have there responsibility of complying with the local shops/establishments Act and other labor/ minimum wages Act and shall keep all such records/ accounts on payment of wages / attendance as deemed necessary. 9. Arbitration As per the standard arbitration clause Under the jurisdiction of Odisha.
10. 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 removed from the site.
11. Damage to property : Any damage to the Bank's property during the work period will be recovered from the contractor.
12. Deduction : Income tax, at source as per Act
13. Terms of payment : Payment after completion of Project.



**14. 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.

**15. 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.

**16) Release of TSD**

: 100% after the Defect liability period. Retention money will not bear any interest.

**17. General**

The rates should be quoted considering necessary Scaffolding & staging work, Removal of debris as & when necessary, In view of restriction of Local concern Authority.

**LIST OF MATERIALS (INTERIOR WORK)**

- |                                      |  |
|--------------------------------------|--|
| <b>1. Synthetic Plastic Emulsion</b> | <b>: Berger, Asian, J &amp; N</b>  |
| <b>2. False ceiling</b>              | <b>: Gypsum India</b>  |
| <b>3. Laminates</b>                  | <b>: Sunmica, New mica, Green Lam .</b>  |
|                                      | i) SUGAR MAPLE FORMICA 1758 , 701 RISING BEECH – GREENLAMB OR EQUIVALENT       |
|                                      | ii) SAPPHIRE BLUE – SUNMICA G452, CELESTIAL BLUE - GREENLAMB 292 OR EQUIVALENT |
| <b>4. Smoked Mirror/Glass</b>        | <b>: Modiguard , Saint Govind</b>  |
| <b>5. Floor Spring</b>               | <b>: Godrej, Dorma</b>   |
| <b>6. Texture wall finish</b>        | <b>: Spectrum</b>  |
| <b>7. Locks</b>                      | <b>: Godrej, Doorset</b>   |
| <b>8. Hardware</b>                   | <b>: Harrison, Earl Bihari.</b>  |
| <b>9. Nails, Screws etc.</b>         | <b>: Nettle fold or equivalent</b>   |
| <b>10. Adhesive</b>                  | <b>: Fevicol SH.</b>   |
| <b>11. Almunium section</b>          | <b>:OEL, JINDAL</b>  |
| <b>12. Vertical Blinds</b>           | <b>: Vista Leover, MAC</b>   |



13. Ply : Century, Saburi, Green

14. Block Board : Century, Saburi, Green

**LIST OF MATERIALS (ELECTRICAL & DATA WORK)**

01. 11 KV (UE) 3 Core, ZLPE : CCI/INCAB/RETCO.  
armoured cable (ISI marked).
02. 11 KV cable termination. : INCAB/ CCI/M-SEAL./RR KABLE
03. 100/500 KVA, 11/0.433 KV : OEU/KT PVT. LTD./KEO/ALPHA.  
DYN-II, ONAN Type cooling.
04. LT switch board panel. : L&T / MDS / HAVELLS
05. Switch fuse/fuse switch : L&T / HAVELLS.  
units.
06. Protective Relays. : English Electric/GEC/Seimens/L&T.
07. TV meter with MDI. : GEC / AE.
08. Voltmeter and Ammeter. : A.E / Equivalent or MDS.
09. Voltmeter and Ammeter : Kaycee / MDS / L&T.  
Selector switch.
10. HRC Fuse. : Havell / L&T .
11. HRC fuses base and carries. : Havell / L&T.
12. 1.1KV grade PVC insulated : INCAB / NICCO / RR.CABLE/RETCO.  
& sheathed/ insulated  
aluminium wire and flexible  
cord (ISI marked).
13. 1.1 KV grade PVC insulat : CCI/INCAB / RETCO./ RR KABLE  
ed armoured aluminium cable  
(ISI marked).
14. 1.1KV grade PVC insulated : Finolex /Havell's  
Copper wire and flexible cords.
15. RCCB/ELCB/MCCB. : L&T / LEGRAND/ HAVELL'S
16. Switch fuses with rewirable : L&T/ LEGRAND/ HAVELL'S  
Fuses.
17. Isolator. : L&T / LEGRAND/ HAVELL'S
18. Changeover Switch. : L & T / LEGRAND/ HAVELL'S



19.	MCB Distribution Board.	:	MDS / L&T/LEGRAND/HAVELL'S
20.	MCB/MCB type Isolator.	:	MDS / L&T/ LEGRAND/HAVELL'S
21.	30/32A DP moulded Isolating Switch.	:	CRABERTEE / LEGRAND
22.	15/5 Amp switch & plug Socket.	:	CRABERTEE / LEGRAND
23.	15/5Amp modular switch and socket.	:	CRABERTEE / LEGRAND
24.	15/5 Amp piano key type Switch/flushed type plug Socket.	:	CRABERTEE / LEGRAND
25.	Ceiling Rose.	:	Anchor / Cona.
26.	Buzzer/Call Bell.	:	Cona / L.K FUGA
27.	Electrical fitting fixtures	:	Philips / Crompton/ Wipro (Light), Crompton/Bajaj (Fan)





## FORM OF TENDER

Dear Sir

Ref:.....

- 1) I/We refer to the tender notice issued by your Consultant **M/s.Techno Arch, Plot No.71/7, Jadupur, Near Ranasinghpur Mo Bus stop, BHUBANESWAR** on your behalf for the .....in connection with the above.
- 2) I/We do hereby offer to perform provide execute complete and maintain the works in conformity Bill of Quantities for the sum of RS.....(Rupees.....) only 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 part off:
- 4) Abide by and fulfill all the terms and provisions of the said conditions annexed hereto:
- 5) Complete the works within 30 days stipulated in two or three shifts if considered necessary by the Consultants at no extra cost to the Owner.
- 6) I/We have deposited the earnest money of RS.....which we note will not bear any interest and is liable to forfeiture,
  - i) If the offer is withdrawn within the validity period of acceptance.
  - or,
  - ii) If the contract is not executed with 7 days from award of contract.
  - or,
  - iii) The acceptance of this tender shall constitute a binding of contract and any failure as mentioned in Clause.4 shall constitute a breach of contract by us and the tender accepting authority shall be entitled to have the work executed at our risk and cost and to claim extra cost/expenditure incurred by them from us.
5. Unless and until a formal agreement is prepared and executed this tender together with your written acceptance thereof shall constitute as a binding contract.
6. I/We understand that you are not bound to accept the lowest any tender received.
7. I/We have independently considered the amount of liquidated damages in the Appendix to the General conditions of the Contract and agree that it represents fair estimate of the loss likely to be suffered by you in the event of the works not being completed in time.
8. Our Bankers are:-

- I)
- II)

The names of Partners/Directors of the firm Authorized to sign

Yours faithfully,

Name of person having power of  
Attorney to sign the contract.  
(Certified true copy of the  
Power of attorney should be  
attached.)  
Signature of  
the Contractor



**ABSTRACT**

Interior work of Branch :- Rs.6,68,570.00

Interior work of ATM :- Rs.1,04,685.00

Electrical work of Branch :- Rs.3,33,456.00

Electrical work of ATM :-Rs.50,872.00

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Total amount :- Rs.11,57,583.00(Excluding GST)

Final amount in words:- Eleven lac fifty seven thousand five hundred eighty three only.

