



**TENDER DOCUMENT
OF
FURNISHING WORK
AT
KAYAMPUR BRANCH & ATM
(M.P.)**

**(ONLY FOR CONTRACTORS EMPLANELED WITH UCO
BANK INDORE ZONE)**

ARCHITECT

IMAGINE DESIGN STUDIO

**7B,KAILASH PARK,SHETH APARTMENT, NEAR GEETA BHAWAN MANDIR,
INDORE 452001**

PH: 0731-2490446, 9826611377

UCO BANK ZONAL OFFICE, INDORE.

Sealed tenders on item rate basis are invited in enclosed form from competent Interior Decorators having sound Technical & financial capacity for the work of **INTERIOR DECORATION/FURNISHING WORK FOR UCO BANK AT KAYAMPUR (M.P.)**

01. Last date of issue of tender document : 25 OCTOBER 2018 up to 17.00 hrs.
02. Last date of receipt of tender document : 13 NOVEMBER 2018 up to 14.30 hrs.
03. Date & Time of opening : 13 NOVEMBER 2018 up to 15.00 hrs.
04. Place of submission of bids : UCO BANK, Zonal office, INDORE.
05. Date of commencement : 5 days from issue of work order.
06. Date of completion of work : 20 days from issue of work order.
07. Period for settlement of final bill : 30 days from date of issue of completion certificate by the Architect.

08. Retention percentage : 8% (eight percent) from each running bill.
09. Earnest money deposit : Rs. 19000/-(Nineteen Thousand only)
10. Security deposit : @ 2 % of contract value including EMD before awarding the work.

11. Release of retention money/ earnest money : Earnest money after completion of work and certification of final bill.
Retention money after defect liability period.

12. Value of work for interim certificate : Rs.200000/- (Rupees Two Lakh minimum)

13. Liquidated damages for non completion of work within the date of completion : 1.0% of the value of work for every week if the work remains unfinished after the date of completion or the date extended subject to maximum of 10% of the value of work.

14. Defect liability period : 12 months from the date of completion certificate issued by the Bank Architect.

15. Interested bidder may obtain further information from the office of consultant / Bank Architect.
16. Bank reserves the right to reject wholly or part of any or all tenders received without assigning any reason whatsoever, Also Bank reserves the right to split the work and place the order to more than one party.

Contractor's Signature

Chief Manager Signature

SUBMISSION OF TENDER

The tenders are to be submitted in separate envelopes each sealed and clearly identified as to envelope number and contents as indicated below. All the envelopes shall be contained in a large envelope **“Tender for FURNISHING work at KAYAMPUR, (M.P.)**., and are to be submitted at Zonal office of UCO Bank, INDORE. Each tenderer will be issued one set of tender documents with schedule of quantities (one set) and drawing. Tenderer will have to return all the documents and drawing issued to them while submission of their tender duly stamped and signed as per instruction.

ENVELOPE NO. 1

The envelope no. 1 shall contain earnest money deposit in the form of crossed demand draft of Rs. 25000/- drawn in favor of UCO Bank, INDORE. This envelope shall be super scribed **“Envelope No. 1, Earnest money deposit for interior (FURNISHING work) for UCO BANK at KAYAMPUR branch , (M.P.)**.”

ENVELOPE NO. 2

Envelope no. 1 shall contain tender documents and rates for Schedule of quantities, each page and correction duly signed by tenderer including form duly filled in rates in figures and words both. This envelope will be super scribed **“ Envelope No. 1Tender document for Interior (FURNISHING work) for UCO BANK at KAYAMPUR branch, (M.P.)**.”

PROJECT INFORMATION

- 1.1 (i) **Owner** : UCO BANK, ZONAL OFFICE, INDORE.
- (ii) **Architect** : IMAGINE DESIGN STUDIO, 7B Kailash park, sheth apartment, near geeta bhawan mandir, Indore (M.P.), PH.: -0731-2490446, 9826611377
- (iii) **Site** : UCO BANK KAYAMPUR (M.P.)
- (iv) **Work** : FURNISHING work.

1.2 SITE CONDITION:

Tenderer shall visit the site to check the actual site condition prevailing at site. The tenderer shall visit the site and acquaint himself fully of the conditions and no claims what so ever will be entertained on the plea of ignorance or difficulties involved in the execution of work or for carriage of materials, storage, stacking etc., of material. The contractor shall also acquaint himself with existing FURNISHING layout and position of FURNISHING point.

1.3 SCOPE:

The work consists of Interior decoration which includes construction of counters, cash counters, partitions, cabinets, false ceiling, FURNISHING wiring, supply & fixing of FURNISHING fixtures like lights, fans, bell, computer wiring, A.C. wiring, earthing, distribution boards, switch boards, etc., in branch premises, some premises may include civil work also.

All work during its progress and upon completion shall confirm to the lines, elevation and grades, as shown on the drawings furnished by Architect, should any detail essential for completion of work be omitted from the drawings and specifications, it shall be the responsibility of contractor to inform the Owner/ Architect and to furnish and install such details with and ready for use.

Owner/ Architect may in their absolute discretion issue further drawings & or written instructions, directions in regard to:

- (a) The variation, alteration, modifications of the design, quality or quantity of work or substitution of any work.
- (b) The removal from site of any defective material brought thereon by the contractor.
- (c) The demolition, removal and/or re execution of any work executed by the contractor.
- (d) The rectification & making good of any defects under clauses hereinafter mentioned and defects arising during the maintenance period.
- (e) The rates of items not mentioned in the schedule of quantities shall be fixed by the Owner in consultation with the Architect as provided in the clause of variation.

1.4 AGREEMENT:

The successful contractor may be required to sign agreement as may be drawn up to Suit local conditions and shall pay for all stamps and legal expenses etc.

1.5 GOVERNMENT AND LOCAL RULES:

The contractor shall confirm to the provisions of all the local bye- laws and act relating to the work and to the regulations etc., of the Government and local authorities and of any company with whose system the structure is proposed to be connected. The contractor shall give all notices required by the said Act, Rules, Regulations and Bye-laws 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 in account all liabilities for Licenses, fees for footpath encroachment and restoration etc., and shall indemnify the Employer against such liabilities and shall defend all actions arising from such claims or liabilities.

1.6 TIME OF COMPLETION.

The total work shall be completed as per the stipulated period, in all respect. The work shall not be considered as complete until the Owner / Architect has certified in writing and the defect liability period shall commence from the date of such certificate.

1.7 EXTENSION OF TIME:

If in the opinion of the Employer/ Architect the works be delayed (a) by reason of any exceptionally inclement weather, or (b) by reasons of instruction from the Employer in consequence of proceedings taken or threatened by or disputes, with adjoining or neighboring owners or (c) by the works, or delay, of other contractors or tradesmen engaged or nominated by the Employer and not referred to in the specification or (d) by reason or authorized extra additions or (e) by reasons of any combination of workmen or strikes or lock out affecting any of the building trades or (f) from other causes which the Employer may consider are beyond the control of contractor, the Employer at the completion of the time allowed for the contract shall make fair & reasonable extension of time for completion in respect thereof. In the event of the Employer failing to give possession of the site upon the day specified above, the time of completion shall be extended suitably and no claim or extra rate shall be given.

1.8 REMOVAL OF IMPROPER WORK:

The employer shall during the progress of work have power to order in writing from time to time the removal of work within such reasonable time or times as may be specified, in the order of any materials which in the opinion of the Employer/ Architect are not in accordance with specification or instructions, the substitution or proper re-execution of any work with materials or workmanship not in accordance with the drawings and specifications or instructions. In case the contractor refuses to comply with the order the Employer shall have the power to comply and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereto as certified by the Employer/ Architect shall be borne by the contractor. No certificate which may be given by the Architect shall relieve the contractor from his liability in respect of unsound work or bad materials.

1.9 DAMAGE TO PERSON AND PROPERTY:

The contractor shall be responsible for all injury to the work or workmen to persons, animals or things and for all damages to the structural and/ or decorative parts of the property which may arise from the operations or neglect of himself or of any sub contractor or of any of his or a sub contractor's employees, whether such injury or damage arise from carelessness, accident or any other cause whatsoever in anyway connected with the carrying out of this contract. The clause shall be held to include inter-alia, any damage to buildings whether immediately adjacent or otherwise, and any damage to roads, streets, footpaths, or ways as well as damages caused to the buildings and the works forming the subject of this contract by rains, wind or other inclemency of the weather. The contractor shall indemnify the Employer and hold harmless in respect of all and any expenses arising from any such injury or damages to persons or property as aforesaid and also in respect of any acts of compensation or damage consequent upon such claim. The contractor shall reinstate all damages of every sort mentioned in the clause, so as to deliver the whole of contract works complete and perfect in every respect and so as to make or otherwise satisfy all claims for damages to the property of third parties.

1.10 VALIDITY:

The contractor should note that the offer shall be valid for a period of 3 months from the date of opening of the quotation by the Bank.

1.11 SECURITY:

The Interior decorator contractor will make his own arrangements for the security of his materials of furnishing & decoration, FURNISHING, etc., or any other material at site and the Bank will have no liability of any nature against the security.

1.12 POWER SUPPLY:

The power supply required will be made available by the owner for the work of Interior decoration.

1.13 FURNISHING WORK:

For FURNISHING fixtures and light points required as per drawings the contractor has to draw the wires from existing position of light points, power points where ever and if available. The contractor shall submit the certificate from FURNISHING contractor holding required license from M.P.E.B. and shall also get the old/ new meter, additional connection if required. Any charges towards the deposit/ replacement of meter or for any additional load shall however be borne by the Bank but rest all or any other charges shall be borne by the Contractor himself.

TESTING & COMMISSIONING:

Before the lighting/ power installation is made alive the Contractor shall carry out tests enumerated below in presence of Employer/ Architect or his authorized representative. All testing equipments necessary to carry out the tests shall be arranged by the Contractor and the test results recorded on approved proforma. Nothing extra shall be payable for testing.

01. Measure insulation resistance of each circuit without lamps being in place and it should be less than 5 mega ohms to earth.
02. Before energizing, measure insulation resistance of the cable from phase to phase and that from phase to ground. Insulation resistance of the bus bars at the lighting panel from phase to phase and from phase to ground shall be measured before energizing the panel and should comply latest IS codes.
03. Current and voltage of all phase shall be measured at the lighting panel bus bars with all circuits on the fixtures and also in all switch boards.
04. Check the earth continuity for all socket outlets. A fixed relative position of the phase & neutral connection inside the socket shall be established for the sockets.
05. The earth electrodes shall be tested for earth resistance by means of standard earth tester. The resistance between the earthing system and the general mass of earth shall not be greater than 1 ohm.
06. While crossing the expansion joints of building, conduits shall be provided with flexible pipe and shall not be more than 250mm, at both the ends of conduit, proper flexible couplings shall be provided and earth wire shall be properly connected to earthing terminal of coupling.
07. Contractor should quote after site visit only. In case for cable trench, street light pole, pit, earthing pit, etc., or any place where Contractor has to dig the earth in hard strata or rock he has to do so at quoted rates only for item. No blasting shall be allowed for such digging.
08. For earthing of street light tubular pole earth spirit shall be used & 8 SWG G.I. wire as per standard specifications.

1.14. VARIATION / DEVIATION :

The contractor may when authorized and shall when directed in writing by the Employer add and or omit, or vary the works given in the drawings or described in the specifications of included in the priced schedule or quantities. The contractor on his own accord shall make no addition, omission or variation without such authorization or direction. A verbal authorization or direction by the Employer shall when confirmed correctly by the contractor in writing within 3 days shall be deemed to have been given in writing.

The price of all such additional items will be worked out on basis of rates quoted for similar items in the contract wherever existing or on engineering rate analysis based on prevalent fair price of labor, material and other components as required.

2.0 COMMERCIAL TERMS:

2.1 PAYMENTS:

All bills shall be prepared by the Contractor in the form prescribed by Owner/ Architect, accompanied by detailed measurement in support of the quantities of work done. The Architect shall issue a certificate after due scrutiny of contractor's bill. The owner shall make the payment within 7 days of the date of certified bill by the Architect, after making deduction as per clauses.

All running bill shall be treated as advance payment only. However each running bill shall not be of value less than Rs. 2,00,000/-

2.2 RETENTION AMOUNT:

Retention money shall be deducted from progressive running bills @ 10% of the gross value of each running bill.

- 2.3 INCOME TAX: (Item 2.3 (a) not applicable for empanelled contractors.)**
(a) The contractor shall furnish income tax clearance certificate along with tender.
(b) As per prevailing rate of income tax notification, shall be deducted from the payment of each running bill for which required certificate shall be issued by the owner.
- 3.0 INSTRUCTION TO CONTRACTOR'S & GENERAL TERMS AND CONDITIONS:
(Item 3.1 to 3.7 not applicable for empanelled contractor's.)**
- 3.1** Each contractor has to furnish the following details regarding their financial capacity & experience along with the tender.
- 3.2** Class of registration of firm and the registration year (enclose photo copy of the registration certificate).
- 3.3** Agency with whom registered.
- 3.4** Value of work for which registration has been made (if registered with various agencies giving details or registration to above in case of all agencies).
- 3.5** The name of partners and detailed bio- data of each partner (enclosed copy of partnership deed) in case of firm. In case of company, its memorandum of Article of Association is to be enclosed. In case of Proprietary, bio- data of proprietor is to be enclosed.
- 3.6** Date of registration of firm.
- 3.7** Details of number of technically qualified employees engaged by your firm and their bio-data.
- 3.8** Architect will undertake periodic supervision of Interior decoration work and will ensure the quality of work and will check measurement s of the running bills.
- 3.9** The Architect will check all running bills submitted by the contractor within a period of 15 (fifteen) days from the receipt of the same & will recommend for payment.
- 3.10** All the finishing materials like laminates, tapestry, rexin, colors for color scheme, lighting fixtures will have to be got approved by the Architect before implementation.
- 3.11 EXPERIENCE:** (Item 3.11 not applicable for empanelled contractors)
The contractor should have minimum 3 years Interior decoration experience and should have decorated similar type of work in the name of company on whose behalf the contractor is holding this tender. The contractor should submit the details of works executed and works in hand.
- 3.12** Each and every page of the specification and schedule of quantities etc., should be signed by the contractor before submission, as a token of acceptance, correction if any should be attested.

- 3.13** Rates quoted should be in figures as well as in words and there should not be any over writing as far as possible.
- 3.14** Bank shall not be responsible in any way for an interruption, failure of power supply and the same shall not be considered as a reason for the delay in the completion of the work awarded.
- 3.15** The quantities specified are indicated for the purpose of estimate only. During the actual execution of Interior decoration work specified Bank shall be at liberty to vary (delete/ reduce/ increase) the quantum of any item of work or execute through any other agencies, as per their discretion, and the contractor shall have to carry the work as per rates quoted by them, and the contractor shall be not entitled for any extra compensation.
- 3.16** No escalation on any account of labor, material or any enhancement of statutory forces by the Government to employees of the contractor etc., shall be allowed. No enhancement in case of any type of levy imposed by the Government on any of the raw material used for Interior decoration work shall be allowed.
- 3.17** The rates should be inclusive of all taxes like sales tax, entry tax, or of any nature and no claim on this account what so ever shall be entertained by the Bank.

3.18 POWER OF ATTORNEY:

The quotation should be signed by any authorized person/partner who has the power of attorney to sign the contract as also for entering into an agreement with the respect, to the above, should be submitted along with the quotation.

Submission of quotation shall be treated as the acceptance of these terms and conditions and any counter terms shall not be accepted.

4.0 DRAWINGS INSTRUCTION AND MEASUREMENT:

All work shall be done according to the detailed drawings of the Architect. Measurements shall be taken of actual work done, as per schedule of items.

DRAWINGS:

The drawings as listed under the schedule of drawings are the part of the tender and the contractor shall strictly adhere to the same. The contractor shall read the working drawings carefully while quoting the rates. If necessary additional details, drawings shall be issued at the time of execution. The contractor shall provide the furnishing items as per the drawings, deviations shall be paid on the basis of the analysis approved by the Architect.

4.1 SAMPLES:

Samples of materials used in each item of work shall be submitted by the contractor at his own cost for the approval of the architect, and the contractor will be required to perform all work under this contract in compliance with the samples at his own cost.

4.2 STORAGE:

Safe, dry and proper storage and security shall be the responsibility of the contractor.

5.0 RIGHT TO REJECT BIDS:

Bank reserves the right to accept or reject any or all the tenders in full or part or to waive any informally , minor deviations and omissions without assigning any

reasons, right to reject conditional tenders and also relax any contract condition at its discretion.

5.1 RIGHT TO ACCEPT:

Bank is not in any way bound to accept the lowest or any quotation and reserves to itself, the right to accept any or in whole or any part of the quotation or portion of the quantity offered and reserves the right to negotiate with any /all the contractors.

5.2 RIGHT OF OWNER TO DETERMINATE/ TERMINATE CONTRACT:

Bank shall at any time be entitled to determinate the contract if in the opinion of the Owner, session of the work becomes necessary owing to paucity of funds or from any other cause whatsoever.

The cost of approved materials at the site at the current market rates or original purchase rates whichever is lower as verified and decided by Bank and the value of such work done to date by the contractor shall be paid in such occurrence.

5.3 FORCE MAJOR:

Any delay or failure of the performance of either party here to shall not constitute default hereunder or give rise to claims for damages if any to the extent such delay or failure of performance is caused by occurrence such as Acts of God or the public enemy, expropriation or confiscation of facilities by Government authorities, Act of war, rebellion or sabotage or fire, flood, explosion or illegal strikes.

6.0 SITE ORDER BOOK:

The contractor shall maintain site order book at site and will have to submit the same at the time of applying for completion certificate.

All instruction changes, deviations, additions or alterations be recorded and duly signed by contractor, In charge officer of the Bank, and Architect in the site order book of contractor which will form a part of document.

6.1 COMPLETION CERTIFICATE:

On completion of entire interior decoration work the contractor shall be eligible to apply for completion certificate. The In charge officer of the Bank, shall issue the completion certificate within 15 days after receiving the letter from the contractor along with the following documents on recommendation of the Architect.

(a) The total working drawings issued to the contractor according to which the work is executed.

(b) Site order book if any duly signed by the Architect and In charge officer of the Bank and the contractor or his representative.

(c) Any other drawings issued by Architect during execution.

(d) All measurement books/ bills duly signed by In charge officer of the Bank.

6.2 DEFECT LIABILITY PERIOD:

On completion of the work at site as certified by the Architect and the Engineer In charge the contractor shall be responsible against the manufactured and installation for the furnishing and decoration as executed by him for a period of 12 months. He shall rectify any defects pointed by In charge Officer of the bank & ensure proper performance of the job done by him till such time.

7.0 EXTRA ITEMS:

If necessary the contractor shall execute any other item of work not covered up by the schedule of quantities of item and the working drawings which shall be paid to the contractor as extra item. Rates of such extra items shall be settled on the basis of (a) on the basis of market rate and decision of Regional Manager of Bank and will be final and binding on the recommendation of the Architect. Before execution of such extra item prior approval of item and rate must be taken by the contractor from the In charge / Architect.

8.0 COMPENSATION FOR DELAY:

The times allowed for carrying out work as entered in the contract shall be strictly observed by the contractor and shall be reckoned from the date on which the order to commence work is given to the contractor. The work shall throughout the stipulated period of the contract be proceeded with all due diligence (time being deemed to the essence of the contract of the part of the contractor) and the contractor shall pay as compensation an amount of **Rs.10000/-** or such smaller amount as the Zonal Manager may decide, on the amount of the estimated cost of the whole work as shown in the contract, every week, that the work remains un commenced or un furnished after the proper dates , provided always that the entire amount of compensation to be paid under the provisions of this clause shall not exceed 10% of the estimated cost of work.

9.0 ARBITRATION:

All disputes or differences of any kind whatsoever which shall at any time arise between the parties here to touching or concerning the works or the execution or maintenance there of this contract or the construction remaining. Operation or effect thereof or to the rights or liabilities of the parties or arising out of or in relation there to whether during or after determination for closure or breach of contract (other than those in respect of which the decision of any person is by the contract expressed to be final and binding) shall after written notice by either party to the contract to the other of them and to Employer herein after mentioned be referred for adjudication to a sole Arbitrator to be appointed as hereinafter provided.

For the purpose of appointing sole Arbitrator referred to above, the Employer will send within thirty days of receipt of the notice, to the contractor a panel of three names who shall be presently unconnected with the organization for which the work is executed.

The contractor shall on receipt of the names as aforesaid select any one of the persons name to be appointed as sole Arbitrator and communicate the name to the Employer within thirty days of receipt of the names. The Employer shall there upon without any delay appoint the said person as sole Arbitrator. If the Contractor fails to communicate such selection as provided above within the period specified, the competent authority shall make the selection and appoint the selected person as sole Arbitrator. If the Employer fails to send to the contractor the panel of three names as aforesaid within 30 days of receipt of the panel and inform the Contractor accordingly, the contractor shall be entitled to appoint one of the persons from the panel as the sole Arbitrator and communicate his name to the Employer.

If the Arbitrator so appointed is unable or un willing to act or resigns his appointment or vacates his office due to any reason what so ever another sole Arbitrator shall be appointed as aforesaid.

The work under the contract shall, however, continue during the arbitration proceedings and no payment due or payable to the contractor shall be withheld on account of such proceedings.

The Arbitrator may from time to time, with the consent of parties, enlarge the time for making and publishing the award.

The Arbitrator shall give a separate award in respect of each dispute in accordance with the terms of the contract and give a reasoned award. The venue of 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 parties. The cost of the reference and of the award including the fees, if any, of the Arbitrator who may direct to and by whom and in what manner, such costs or any part thereof shall be paid and may fix or settle an amount of costs to be paid.

The award of the Arbitrator shall be final and binding on both the parties.

Subject to aforesaid the provisions of the Arbitration Act 1940 or any statutory modification or re-enactment thereof and the rules made there under, and for the time being in force, shall apply to the Arbitration proceedings under this clause.

The Employer and the Contractor hereby also agree that arbitration under clause shall be a condition precedent to any right to action under the contract with regard to the matters hereby expressly agreed to be so referred to Arbitration.

LETTER SUBMITTING TENDER

To
The Deputy Zonal Head- I
UCO Bank
Zonal office
INDORE.

Sub: Tender for FURNISHING work at KAYAMPUR branch & ATM, (M.P.)

Dear Sir,

Having examined the drawing, specifications, schedule of quantities relating to works specified in the memorandum here in after set and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating there to as affecting the tender. I/We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached schedule of quantities and in accordance with the specifications in all respect, designs, drawing and instructions in writing referred to in condition of tender the Articles of Agreement, special conditions, schedule of quantities and condition of contract and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

- (a) **Description of work : FURNISHING work at KAYAMPUR branch (M.P.)**
- (b) **Earnest Money : _____**
- (c) **Percentage if any to be deducted : at 8% from interim bills till it reaches to total of security deposit as stipulated.**
- (d) **Completion time : 20 days (Twenty)**
1. Should this tender be accepted, I/We hereby agree to abide by and fulfill the terms and provisions of the said conditions of contract annexed here to so far as they are applicable or in case of default will pay to Bank the amount mentioned in the said conditions.
 2. I / We deposited a sum of _____ as earnest money in the form of Demand draft bearing No. _____ dated _____ of _____ drawn in favor of UCO Bank, INDORE, which is not to bear any interest. Should I / We fail to execute the contract when called upon to do so I / We do hereby agree that this sum shall be forfeited by the Bank.
 3. Our Bankers are:
 4. The name of partners of our firm are:

(Sig. of the contractor & seal)

UCO BANK

TECHNICAL SPECIFICATION OF MATERIAL TO BE USED

S.No.	ITEM	SPECIFICATION	TRADE NAME
01.	Block board IS : 1659	19 mm thick (MR grade)	Archid, Rama, Green Duro, or equivalent.
02.	Plywood IS : 303	6mm, 8mm, 12mm ,18mm & 25mm thick (MR grade)	Archid, Rama, Greenply, Duro, or equivalent.
03.	Pre laminated board	12mm	Novapan, Archidlam, or equivalent
04.	Laminate	1.5mm & 1mm thick	Steamed Anegre 366 of Century or equivalent. Sugar Maple F1:1 758 Formica or equivalent Goncalo Alvez 1769 of Sunmica of equivalent
05.	Glass	6mm, 8mm, 10mm & 12mm clear float glass	Modi, Saint Gobin or equivalent
06.	Aluminum	16 gauge	Man Aluminum or Jindal.
07.	Adhesive	SH, SR & SPEEDX	Fevicol, Jivanjor, Vamicol.
08.	Hardware fittings	Locks, handles, screws,hinges, drawer channels, magnetic ball catcher , Patch fittings,etc.	Superior quality like Godrej, Nettelfold, Ebco,Ozone, etc.
09.	Entrance door	Patch fittings	Ebco, Ozone
10.	Paint	Oil bound distemper, Premium plastic emulsion paint, synthetic enamel paint	Asian, Berger or equivalent.
11.	Foam	6mm, 25mm, 50mm, 75mm, 100mm thick free from defects	U-foam, MM foam or equivalent minimum 40 density.
12.	Rubber foam	50mm, 75mm & 100mm thick free from defects	Dunlop, prestige or equivalent.
14.	Tiles	Vitrified Glazed	Nitco, RAK , Granolite, Asian or equivalent. Nitco, Granolite, Brindavan or equivalent.
15.	Vertical blinds	10mm wide	Vista, Trac, Mac.

UCO BANK

ESTIMATES FOR PROPOSED INTERIOR FURNISHING WORKS IN BRANCH AT KAYAMPUR

S. NO.	WORKS	AMOUNT
1	TOTAL FOR FURNISHING WORKS IN BRANCH	
2	TOTAL FOR FURNISHING WORKS IN ATM	
	TOTAL RS.	
	GRAND TOTAL Rs.	

UCO BANK
**ESTIMATES FOR PROPOSED INTERIOR FURNISHING WORKS
IN BRANCH AT KAYAMPUR (M.P.)**

S.NO.	ITEM	QTY.	UNIT	RATE	AMOUNT
01.a	<u>CASH COUNTER</u> Supplying, fixing & keeping in position clerical counter made out of 19mm block board. The cost shall be inclusive of following: Working top 2'8" wide (at 2'6"ht) with 1.0mm thick laminate on top & provision for key board tray fixed below working top. Cable managers to be provided for wires & cables. Transaction top 1'4" wide (at 3'9"ht.) finished with 1.0mm thick laminate. Cash transaction slot to be provided as directed. Each counter will have 3 nos. drawer unit 1'4" wide made out of 19mm block board sides & 6mm ply bottom on sliding drawer channels with locking arrangement. Drawer will also have internal (removable) partitions in drawers as desired by the cashier for keeping notes of different denominations. A pedestal below 1'0" wide to be provided for keeping CPU. Facia of drawer & top of pedestal to be finished with 1.0mm thick laminate. Front panel shall be finished with 1.0mm thick laminate. All exposed edges of block board will have 6mm thick T.W. beading. All fittings like handles, knobs, lock, hinges, etc., will be of superior quality. All wood work & exposed surface of block board will be polished in natural color. Counter shall have foot rest made out of 3" x 2" T.W. section duly polished.	5.4	R.ft.		
01.b	<u>CLERICAL COUNTER</u> Supplying, fixing & keeping in position clerical counter made out of 19mm block board. The cost shall be inclusive of following: Working top 2'8" wide (at 2'6"ht) with 1.0mm thick laminate on top & provision for key board tray fixed below working top. Cable managers to be provided for wires & cables. Each counter will have 1 nos. drawer unit 1'4" wide made out of 19mm block board sides & 6mm ply bottom on sliding drawer channels with locking arrangement. A pedestal below 1'0" wide to be provided for keeping CPU. Facia of drawer & top of pedestal to be finished with 1.0mm thick laminate. Front panel shall be finished with 1.0mm thick laminate. All exposed edges of block board will have 6mm thick T.W. beading. All fittings like handles, knobs, lock, hinges, etc., will be of superior quality. All wood work & exposed surface of block board will be polished in natural color. Counter shall have foot rest	1	R.ft.		

	made out of 3" x 2" T.W. section duly polished.				
S.NO.	ITEM	QTY.	UNIT	RATE	AMOUNT
02.	<u>FULL HEIGHT PARTITION</u> P&F partly glazed partition with 6mm ply fixed on both sides of 2" x 1.5" kailwood frame work @ 2'0" c/c both ways finished with 1mm thick laminate. The partition shall have 6 mm thick float glass with etching work fixed with T.W. beading. Doors shall be flush type with/ without glass finished with 1mm thick laminate on both sides inclusive of mortice lock, hinges, door stopper, door closer etc complete. Door frame shall be made out of 4" x 2" teak wood with ½" rebate all over for door. Doors shall be measured in partition area, all wood work to be polished. (Measurement up to ceiling height)	270	Sq.ft.		
03.	<u>LOW HEIGHT PARTITION: (4'6"/4'0" height) including flap door</u> S & F partition with 6mm ply on both sides of kailwood frame 2" x 1" @ 16" c/c both ways finished with 1mm thick laminate up to 3'0" height. Rest 1'6" will have 12mm float glass with etching work set in wooden frame with T.W. beading/ "D" section, all exposed woodwork to be polished.	150	Sq.ft.		
04.	<u>WRITING DESK (3'0" x 1'4" x 1'0"high)</u> P&f writing desk made out of 19mm block board finished with 1.0mm thick laminate on top, sides, etc., & will be fixed on wall. The desk will have 1'0" wide closed box with lockable shutter on one side with a slit & remaining 2'0" to be divided equally in 3 parts by 6mm glass partition for keeping stationary. All exposed edges of block board will have 6mm T.W. beading. All exposed wood work to be polished. All hardware to be of superior quality.	1	Each		
05.	<u>MANAGER TABLE: (5'0" X 2'6" X 2'6" HT.) INCLUDING SIDE CREDANZA</u> Supplying & fixing in position Manager table made out of 19mm block board finished with 1.0mm thick laminate on top and vertical surfaces . Top will also have 8mm thick float glass with edge polish. Table will have storage unit on one side with 2 nos. drawer on sliding drawer channel with locking arrangement & one cabinet below drawer with shutter. Facia of drawer & shutter shall be finished with 1.0mm thick laminate. Foot rest made out of 19mm block board (box type with top inclined) to be provided. All exposed edges of block board will have 6mm T.W. beading. duly polished. All hardware fitting of superior quality. Table will be provided with Keyboard tray (Ebco). <u>SIDE CREDANZA (3'3" x 1'4" x 2'3" ht.)</u> S&F side units made out of 19mm block board & 8mm ply back. Top & side finished with 1.0mm thick laminate. Side unit will have a space for keeping CPU on pedestal and remaining portion will have a open shelve. Side unit will also have cable manager for wires & cables. All exposed edges of Block board will have 6mm T.W. beading. All exposed wood work &	1	Each		

	block board surfaces to be polished. All hardware fitting will be of superior quality.				
S.NO.	ITEM	QTY.	UNIT	RATE	AMOUNT
06.	<p><u>OFFICER TABLE: (5'0" X 2'3" X 2'6"HT.)</u> Specification same as item no. 05 but will have 6mm float glass on top. SIDE CREDANZA (3'0" x 1'4" x 2'3" ht.) Supplying & fixing in position side units made out of 19mm block board & 8mm ply back. Top & side finished with 1.0mm thick laminate. Side unit will have a space for keeping CPU on pedestal and remaining portion will have a open shelve. Side unit will also have cable manager for wires & cables. All exposed edges of Block board will have 6mm T.W. beading. All exposed wood work & block board surfaces to be polished. All hardware fitting will be of superior quality.</p>	4	Each		
07.	<p><u>CHEQUE & SUGGESTION DROP BOX:</u> P&F in position laminated cheque drop box made of 19mm thick block board and will have locking arrangement. All internal surface of block board to be painted with synthetic enamel paint (1 coat primer, 2 coat putty, 2 or more coat paint)</p>	2	Each		
08.	<p><u>NOTICE BOARD:</u> Providing & fixing notice board made out of 19mm block board finished with 1.0mm thick laminate externally. Back will be 8mm thick ply with blazer cloth finish fixed on 12mm thick celotax board. Front shall be 6mm thick float glass fitted in Aluminum double channel for smooth sliding. All exposed edges of Block board will have 6mm T.W. beading duly polished. All hardware to be of superior quality.</p>	24	Sq.ft.		
09. a.	<p><u>CASH CAGE PARTITION:</u> P&F in position cash cabin partition above cash counter on front side made out of kail wood frame work with 12mm clear float glass with exposed edges duly polished. Glass will have etching work as directed. All wood work to be polished.</p>	20	Sq.ft.		

b.	P&F cash cabin partition (7'3" height) on side of cash counter. Partition will be made out of 2" x 1½" kail wood sections 2'0" c/c both ways covered with 6mm ply duly laminated with 1mm thick laminate on both sides up to 3'10" height from ground level & from 3'10" up to 7'0" (including top wooden member) aluminum deco grille (DG 202) to be provided fixed with teak wood beading duly polished. Cost shall be inclusive of 30mm thick flush door with/without glass with 1mm thick laminate finish on both sides. The cost will also include godrej night latch, door closer and tray made out of 19mm block board laminate finish on side partition. All necessary hardware like handles, hinges, night latch, aldrop etc will be of superior quality. All wood work to be polished.	70	Sq.ft.		
S.NO.	ITEM	QTY.	UNIT	RATE	AMOUNT
11.	<u>PANELING:</u> (3'0" high on wall) P&F wall paneling (wall / column) with 6mm ply fixed on wall over 2" x 1" kailwood framing at 16" c/c both ways finished with 1mm thick laminate as directed.	255	Sq.ft..		
12.	<u>FRONT ALUMINIUM GLAZED PARTITION WITH MAIN ENTRANCE DOOR (POWDER COATED)</u> P&f front aluminum glazed partition having entrance door single leaf (size 4'0"x7'0") at specified location ,and rest of the space of partition to be fixed with glass 6mm thick in aluminum vertical & horizontal section (16G) powder coated The door shall have top & bottom aluminum section (heavy) powder coated with 12mm glass with etching work. The door shall include floor springs, lock, handles (steel brushed finish) etc, complete .	28	Sq.ft.		
13.	<u>FALSE CEILING (GYPSUM BOARD)</u> a. Providing & fixing in position false ceiling in Gyp board 12mm thick for horizontals & verticals fixed over G.I. framework as specified by India Gypsum Co. ltd. including cutout for light fittings and finishing to proper line & level and finishing with white plastic paint etc., complete. (Measurement : For Vertical drop exposed height will only be considered.)	390	Sq.ft.		
14.	<u>FALSE CEILING(CALCIUM SILICATE TILES)</u> P&F of false ceiling at all heights of 600mmx 600mmx6mm heavy duty Calcium Silicate Tiles (Marketed by Ramco) laid on arm strong prelude XL exposed grid systems with 9mm wide T Section flanges colour white. The frame work comprise of main runner spaced at 1200mm centers securely fixed to the structural soffit approved hangers at 1200mm maximum centers. Hangers (GI wire) to be fixed by approved roof plug and screws etc. The last hanger at the end of each main runner should not be greater than 450mm. from the adjacent wall. flush fitting 1200mm.	640	Sq.ft.		

	along cross tees (with double stitching) to be interlocked between main runners at 600mm. c/c to form 1200x600mm modules. Cut cross tees longer than 600mm to be supported independently. 600mmx600mm modules to be formed by fittings 600mm long flush fitting cross tees centrally between the 1200mm cross tees. Perimeter trim to be arm strong wall angle secured to walls at 450mm. maximum centers.				
15.	<u>GLASS:</u> P&F 12mm float glass on customer top of low height counters (vertical) with edge polish fixed in T.W. member/ "D"/ "L" section.	18	Sq.ft.		
S.NO.	ITEM	QTY.	UNIT	RATE	AMOUNT
16.	<u>STORAGE CABINET</u> P&F storage cabinets 1'6" deep made out of 19mm block board with 6mm ply back. All exposed vertical & horizontal surfaces to be laminate with 1mm thick laminate. Shelves of 19mm block board to be provided at 1'3" c/c and vertical partition at 3'0" c/c. Shutter will have locking arrangement. All hard ware fittings of superior quality. All internal surfaces to be painted with synthetic enamel paint i/c of primer & putty.	216	Sq.ft.		
17.a	<u>PAINTING:</u> Painting with plastic emulsion paint in minimum 2 coats, rate inclusive of scrapping, primer, cement based putty (Birla or J.K.) & paint	1500	Sq.ft.		
b.	Painting with oil bound distemper rate inclusive of scrapping, primer, putty & paint.	1105	Sq.ft.		
c.	Painting with synthetic enamel paint on rolling shutter i/c of scrapping, putty & paint.	240	Sq.ft.		
18.	<u>CHAIRS:</u> Providing revolving chairs with arm rest, back support, wheels etc, complete.				
	a. Manager (Wipro: Sigma/equivalent)	1	Each		
	b. Officers (Wipro: Biz/ equivalent)	6	Each		
	c. Visitors (Wipro: Candid/ equivalent)	6	Each		
19.	<u>WAITING CHAIRS:</u> Visitors lounge chairs steel finish in module of 3	1	Each module		
20.	<u>SHUTTER BOXING:</u> P&F wooden paneling for shutter boxing i/c of trap door for rolling shutter made out of 12mm ply wood (BWP: IS 710 grade) finished with synthetic enamel paint on external exposed surface fixed on angle iron frame work.	80	Sq.ft.		
TOTAL Rs.					

UCO BANK
SCHEDULE OF ITEMS FOR FURNISHING AT ATM IN
KAYAMPUR (MP).

S.NO.	ITEM	QTY.	UNIT	RATE	AMOUNT
01	Providing & fixing paneling made out of 2" x 1.5" kail wood frame @ 18" c/c both ways with 6mm plywood (BWR: IS 303 grade) finished with 1mm thick laminate.	220	Sq.ft.		
02.	Providing & fixing glazed door comprising of approximate 100 x 50mm aluminum bottom, top & vertical rails (16G) , clip section, gasket, etc., complete. Glass will be 6mm thick clear float glass, all aluminum sections to be black powder coated. Vertical members will have wool/carpet packing to act as sealant. Standard height of door to be 6'9".	25	Sq.ft.		
03.	P&F in position 8mm Modi float clear glass with aluminum top, bottom & vertical members 100 x 50mm (16G 0 black powder coated. Rates to include glazing clip, gasket, etc., complete.	11	Sq.ft.		
04.	P&F 6" die casted aluminum epoxy coated handle.	1	Set		
05.	P&F heavy duty floor spring for glazed door.	1	Each		
06.	P&F suspended 12mm thick gypsum board ceiling with joint filling & leveling as per manufacturer specifications including painting with plastic emulsion paint.	40	Sq.ft.		
			TOTAL Rs.		

MA



**TENDER DOCUMENT
OF
ELECTRICAL WORK
AT
KAYAMPUR BRANCH & ATM
(M.P.)**

**(ONLY FOR CONTRACTORS EMPLANELED WITH UCO
BANK INDORE ZONE)**

ARCHITECT

IMAGINE DESIGN STUDIO

7B,KAILASH PARK,SHETH APARTMENT, NEAR GEETA BHAWAN MANDIR,

INDORE 452001

PH: 0731-2490446, 9826611377

UCO BANK ZONAL OFFICE, INDORE.

Sealed tenders on item rate basis are invited in enclosed form from competent Interior Decorators having sound Technical & financial capacity for the work of **INTERIOR DECORATION/ ELECTRICAL FOR UCO BANK AT KAYAMPUR (M.P.)**

- 01.** Last date of issue of tender document : **25 OCTOBER 2018 up to 17.00 hrs.**
- 02.** Last date of receipt of tender document : **13 NOVEMBER 2018 up to 14.30 hrs.**
- 03.** Date & Time of opening : **13 NOVEMBER 2018 up to 15.00 hrs.**
- 04.** Place of submission of bids : **UCO BANK, Zonal office, INDORE.**
- 05.** Date of commencement : **5 days from issue of work order.**
- 06.** Date of completion of work : **20 days from issue of work order.**
- 07.** Period for settlement of final bill : **30 days from date of issue of completion certificate by the Architect.**

- 08.** Retention percentage : **8% (eight percent) from each running bill.**
- 09.** Earnest money deposit : **Rs. 19000/- (Nineteen Thousand only)**
- 10.** Security deposit : **@ 2 % of contract value including EMD before awarding the work.**

- 11.** Release of retention money/ earnest money : **Earnest money after completion of work and certification of final bill.
Retention money after defect liability period.**

- 12.** Value of work for interim certificate : **Rs.200000/- (Rupees Two Lakh minimum)**

- 13.** Liquidated damages for non completion of work within the date of completion : **1.0% of the value of work for every week if the work remains unfinished after the date of completion or the date extended subject to maximum of 10% of the value of work.**

- 14.** Defect liability period : **12 months from the date of completion certificate issued by the Bank Architect.**

- 15.** Interested bidder may obtain further information from the office of consultant / Bank Architect.
- 16.** Bank reserves the right to reject wholly or part of any or all tenders received without assigning any reason whatsoever, Also Bank reserves the right to split the work and place the order to more than one party.

Contractor's Signature

Chief Manager Signature

SUBMISSION OF TENDER

The tenders are to be submitted in separate envelopes each sealed and clearly identified as to envelope number and contents as indicated below. All the envelopes shall be contained in a large envelope “**Tender for Electrical work at KAYAMPUR, (M.P.)**”, and are to be submitted at Zonal office of UCO Bank, INDORE. Each tenderer will be issued one set of tender documents with schedule of quantities (one set) and drawing. Tenderer will have to return all the documents and drawing issued to them while submission of their tender duly stamped and signed as per instruction.

ENVELOPE NO. 1

The envelope no. 1 shall contain earnest money deposit in the form of crossed demand draft of Rs. 25000/- drawn in favor of UCO Bank, INDORE. This envelope shall be super scribed “**Envelope No. 1, Earnest money deposit for interior (Electrical work) for UCO BANK at KAYAMPUR branch , (M.P.)**.”

ENVELOPE NO. 2

Envelope no. 1 shall contain tender documents and rates for Schedule of quantities, each page and correction duly signed by tenderer including form duly filled in rates in figures and words both. This envelope will be super scribed “ **Envelope No. 1Tender document for Interior (Electrical work) for UCO BANK at KAYAMPUR branch, (M.P.)**.”

PROJECT INFORMATION

- 1.1 (i) **Owner** : UCO BANK, ZONAL OFFICE, INDORE.
- (ii) **Architect** : IMAGINE DESIGN STUDIO, 7B Kailash park, sheth apartment, near geeta bhawan mandir, Indore (M.P.), PH.: -0731-2490446, 9826611377
- (iii) **Site** : UCO BANK KAYAMPUR (M.P.)
- (iv) **Work** : Electrical work.

1.2 SITE CONDITION:

Tenderer shall visit the site to check the actual site condition prevailing at site. The tenderer shall visit the site and acquaint himself fully of the conditions and no claims what so ever will be entertained on the plea of ignorance or difficulties involved in the execution of work or for carriage of materials, storage, stacking etc., of material. The contractor shall also acquaint himself with existing electrical layout and position of electrical point.

1.3 SCOPE:

The work consists of Interior decoration which includes construction of counters, cash counters, partitions, cabinets, false ceiling, electrical wiring, supply & fixing of electrical fixtures like lights, fans, bell, computer wiring, A.C. wiring, earthing, distribution boards, switch boards, etc., in branch premises, some premises may include civil work also.

All work during its progress and upon completion shall confirm to the lines, elevation and grades, as shown on the drawings furnished by Architect, should any detail essential for completion of work be omitted from the drawings and specifications, it shall be the responsibility of contractor to inform the Owner/ Architect and to furnish and install such details with and ready for use.

Owner/ Architect may in their absolute discretion issue further drawings & or written instructions, directions in regard to:

- (a) The variation, alteration, modifications of the design, quality or quantity of work or substitution of any work.
- (b) The removal from site of any defective material brought thereon by the contractor.
- (c) The demolition, removal and/or re execution of any work executed by the contractor.
- (d) The rectification & making good of any defects under clauses hereinafter mentioned and defects arising during the maintenance period.
- (e) The rates of items not mentioned in the schedule of quantities shall be fixed by the Owner in consultation with the Architect as provided in the clause of variation.

1.4 AGREEMENT:

The successful contractor may be required to sign agreement as may be drawn up to suit local conditions and shall pay for all stamps and legal expenses etc.

1.5 GOVERNMENT AND LOCAL RULES:

The contractor shall confirm to the provisions of all the local bye-laws and act relating to the work and to the regulations etc., of the Government and local authorities and of any company with whose system the structure is proposed to be connected. The contractor shall give all notices required by the said Act, Rules, Regulations and Bye-laws 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 in account all liabilities for Licenses, fees for footpath encroachment and restoration etc., and shall indemnify the Employer against such liabilities and shall defend all actions arising from such claims or liabilities.

1.6 TIME OF COMPLETION.

The total work shall be completed as per the stipulated period, in all respect. The work shall not be considered as complete until the Owner / Architect has certified in writing and the defect liability period shall commence from the date of such certificate.

1.7 EXTENSION OF TIME:

If in the opinion of the Employer/ Architect the works be delayed (a) by reason of any exceptionally inclement weather, or (b) by reasons of instruction from the Employer in consequence of proceedings taken or threatened by or disputes, with adjoining or neighboring owners or (c) by the works, or delay, of other contractors or tradesmen engaged or nominated by the Employer and not referred to in the specification or (d) by reason or authorized extra additions or (e) by reasons of any combination of workmen or strikes or lock out affecting any of the building trades or (f) from other causes which the Employer may consider are beyond the control of contractor, the Employer at the completion of the time allowed for the contract shall make fair & reasonable extension of time for completion in respect thereof. In the event of the Employer failing to give possession of the site upon the day specified above, the time of completion shall be extended suitably and no claim or extra rate shall be given.

1.8 REMOVAL OF IMPROPER WORK:

The employer shall during the progress of work have power to order in writing from time to time the removal of work within such reasonable time or times as may be specified, in the order of any materials which in the opinion of the Employer/ Architect are not in accordance with specification or instructions, the substitution or proper re-execution of any work with materials or workmanship not in accordance with the drawings and specifications or instructions. In case the contractor refuses to comply with the order the Employer shall have the power to comply and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereto as certified by the Employer/ Architect shall be borne by the contractor. No certificate which may be given by the Architect shall relieve the contractor from his liability in respect of unsound work or bad materials.

1.9 DAMAGE TO PERSON AND PROPERTY:

The contractor shall be responsible for all injury to the work or workmen to persons, animals or things and for all damages to the structural and/ or decorative parts of the property which may arise from the operations or neglect of himself or of any sub contractor or of any of his or a sub contractor's employees, whether such injury or damage arise from carelessness, accident or any other cause whatsoever in anyway connected with the carrying out of this contract. The clause shall be held to include inter-alia, any damage to buildings whether immediately adjacent or otherwise, and any damage to roads, streets, footpaths, or ways as well as damages caused to the buildings and the works forming the subject of this contract by rains, wind or other inclemency of the weather. The contractor shall indemnify the Employer and hold harmless in respect of all and any expenses arising from any such injury or damages to persons or property as aforesaid and also in respect of any acts of compensation or damage consequent upon such claim. The contractor shall reinstate all damages of every sort mentioned in the clause, so as to deliver the whole of contract works complete and perfect in every respect and so as to make or otherwise satisfy all claims for damages to the property of third parties.

1.10 VALIDITY:

The contractor should note that the offer shall be valid for a period of 3 months from the date of opening of the quotation by the Bank.

1.11 SECURITY:

The Interior decorator contractor will make his own arrangements for the security of his materials of furnishing & decoration, electrical, etc., or any other material at site and the Bank will have no liability of any nature against the security.

1.12 POWER SUPPLY:

The power supply required will be made available by the owner for the work of Interior decoration.

1.13 ELECTRICAL WORK:

For electrical fixtures and light points required as per drawings the contractor has to draw the wires from existing position of light points, power points where ever and if available. The contractor shall submit the certificate from electrical contractor holding required license from M.P.E.B. and shall also get the old/ new meter, additional connection if required. Any charges towards the deposit/ replacement of meter or for any additional load shall however be borne by the Bank but rest all or any other charges shall be borne by the Contractor himself.

TESTING & COMMISSIONING:

Before the lighting/ power installation is made alive the Contractor shall carry out tests enumerated below in presence of Employer/ Architect or his authorized representative. All testing equipments necessary to carry out the tests shall be arranged by the Contractor and the test results recorded on approved proforma. Nothing extra shall be payable for testing.

01. Measure insulation resistance of each circuit without lamps being in place and it should be less than 5 mega ohms to earth.
02. Before energizing, measure insulation resistance of the cable from phase to phase and that from phase to ground. Insulation resistance of the bus bars at the lighting panel from phase to phase and from phase to ground shall be measured before energizing the panel and should comply latest IS codes.
03. Current and voltage of all phase shall be measured at the lighting panel bus bars with all circuits on the fixtures and also in all switch boards.
04. Check the earth continuity for all socket outlets. A fixed relative position of the phase & neutral connection inside the socket shall be established for the sockets.
05. The earth electrodes shall be tested for earth resistance by means of standard earth tester. The resistance between the earthing system and the general mass of earth shall not be greater than 1 ohm.
06. While crossing the expansion joints of building, conduits shall be provided with flexible pipe and shall not be more than 250mm, at both the ends of conduit, proper flexible couplings shall be provided and earth wire shall be properly connected to earthing terminal of coupling.
07. Contractor should quote after site visit only. In case for cable trench, street light pole, pit, earthing pit, etc., or any place where Contractor has to dig the earth in hard strata or rock he has to do so at quoted rates only for item. No blasting shall be allowed for such digging.
08. For earthing of street light tubular pole earth spirit shall be used & 8 SWG G.I. wire as per standard specifications.

1.14. VARIATION / DEVIATION :

The contractor may when authorized and shall when directed in writing by the Employer add and or omit, or vary the works given in the drawings or described in the specifications of included in the priced schedule or quantities. The contractor on his own accord shall make no addition, omission or variation without such authorization or direction. A verbal authorization or direction by the Employer shall when confirmed correctly by the contractor in writing within 3 days shall be deemed to have been given in writing.

The price of all such additional items will be worked out on basis of rates quoted for similar items in the contract wherever existing or on engineering rate analysis based on prevalent fair price of labor, material and other components as required.

2.0 COMMERCIAL TERMS:

2.1 PAYMENTS:

All bills shall be prepared by the Contractor in the form prescribed by Owner/ Architect, accompanied by detailed measurement in support of the quantities of work done. The Architect shall issue a certificate after due scrutiny of contractor's bill. The owner shall make the payment within 7 days of the date of certified bill by the Architect, after making deduction as per clauses.

All running bill shall be treated as advance payment only. However each running bill shall not be of value less than Rs. 2,00,000/-

2.2 RETENTION AMOUNT:

Retention money shall be deducted from progressive running bills @ 10% of the gross value of each running bill.

- 2.3 INCOME TAX: (Item 2.3 (a) not applicable for empanelled contractors.)**
(a) The contractor shall furnish income tax clearance certificate along with tender.
(b) As per prevailing rate of income tax notification, shall be deducted from the payment of each running bill for which required certificate shall be issued by the owner.
- 3.0 INSTRUCTION TO CONTRACTOR'S & GENERAL TERMS AND CONDITIONS:
(Item 3.1 to 3.7 not applicable for empanelled contractor's.)**
- 3.1** Each contractor has to furnish the following details regarding their financial capacity & experience along with the tender.
- 3.2** Class of registration of firm and the registration year (enclose photo copy of the registration certificate).
- 3.3** Agency with whom registered.
- 3.4** Value of work for which registration has been made (if registered with various agencies giving details or registration to above in case of all agencies).
- 3.5** The name of partners and detailed bio- data of each partner (enclosed copy of partnership deed) in case of firm. In case of company, its memorandum of Article of Association is to be enclosed. In case of Proprietary, bio- data of proprietor is to be enclosed.
- 3.6** Date of registration of firm.
- 3.7** Details of number of technically qualified employees engaged by your firm and their bio-data.
- 3.8** Architect will undertake periodic supervision of Interior decoration work and will ensure the quality of work and will check measurement s of the running bills.
- 3.9** The Architect will check all running bills submitted by the contractor within a period of 15 (fifteen) days from the receipt of the same & will recommend for payment.
- 3.10** All the finishing materials like laminates, tapestry, rexin, colors for color scheme, lighting fixtures will have to be got approved by the Architect before implementation.
- 3.11 EXPERIENCE:** (Item 3.11 not applicable for empanelled contractors)
The contractor should have minimum 3 years Interior decoration experience and should have decorated similar type of work in the name of company on whose behalf the contractor is holding this tender. The contractor should submit the details of works executed and works in hand.
- 3.12** Each and every page of the specification and schedule of quantities etc., should be signed by the contractor before submission, as a token of acceptance, correction if any should be attested.

- 3.13** Rates quoted should be in figures as well as in words and there should not be any over writing as far as possible.
- 3.14** Bank shall not be responsible in any way for an interruption, failure of power supply and the same shall not be considered as a reason for the delay in the completion of the work awarded.
- 3.15** The quantities specified are indicated for the purpose of estimate only. During the actual execution of Interior decoration work specified Bank shall be at liberty to vary (delete/ reduce/ increase) the quantum of any item of work or execute through any other agencies, as per their discretion, and the contractor shall have to carry the work as per rates quoted by them, and the contractor shall be not entitled for any extra compensation.
- 3.16** No escalation on any account of labor, material or any enhancement of statutory forces by the Government to employees of the contractor etc., shall be allowed. No enhancement in case of any type of levy imposed by the Government on any of the raw material used for Interior decoration work shall be allowed.
- 3.17** The rates should be inclusive of all taxes like sales tax, entry tax, or of any nature and no claim on this account what so ever shall be entertained by the Bank.

3.18 POWER OF ATTORNEY:

The quotation should be signed by any authorized person/partner who has the power of attorney to sign the contract as also for entering into an agreement with the respect, to the above, should be submitted along with the quotation.

Submission of quotation shall be treated as the acceptance of these terms and conditions and any counter terms shall not be accepted.

4.0 DRAWINGS INSTRUCTION AND MEASUREMENT:

All work shall be done according to the detailed drawings of the Architect. Measurements shall be taken of actual work done, as per schedule of items.

DRAWINGS:

The drawings as listed under the schedule of drawings are the part of the tender and the contractor shall strictly adhere to the same. The contractor shall read the working drawings carefully while quoting the rates. If necessary additional details, drawings shall be issued at the time of execution. The contractor shall provide the furnishing items as per the drawings, deviations shall be paid on the basis of the analysis approved by the Architect.

4.1 SAMPLES:

Samples of materials used in each item of work shall be submitted by the contractor at his own cost for the approval of the architect, and the contractor will be required to perform all work under this contract in compliance with the samples at his own cost.

4.2 STORAGE:

Safe, dry and proper storage and security shall be the responsibility of the contractor.

5.0 RIGHT TO REJECT BIDS:

Bank reserves the right to accept or reject any or all the tenders in full or part or to waive any informally , minor deviations and omissions without assigning any

reasons, right to reject conditional tenders and also relax any contract condition at its discretion.

5.1 RIGHT TO ACCEPT:

Bank is not in any way bound to accept the lowest or any quotation and reserves to itself, the right to accept any or in whole or any part of the quotation or portion of the quantity offered and reserves the right to negotiate with any /all the contractors.

5.2 RIGHT OF OWNER TO DETERMINATE/TERMINATE CONTRACT:

Bank shall at any time be entitled to determinate the contract if in the opinion of the Owner, session of the work becomes necessary owing to paucity of funds or from any other cause whatsoever.

The cost of approved materials at the site at the current market rates or original purchase rates whichever is lower as verified and decided by Bank and the value of such work done to date by the contractor shall be paid in such occurrence.

5.3 FORCE MAJOR:

Any delay or failure of the performance of either party here to shall not constitute default hereunder or give rise to claims for damages if any to the extent such delay or failure of performance is caused by occurrence such as Acts of God or the public enemy, expropriation or confiscation of facilities by Government authorities, Act of war, rebellion or sabotage or fire, flood, explosion or illegal strikes.

6.0 SITE ORDER BOOK:

The contractor shall maintain site order book at site and will have to submit the same at the time of applying for completion certificate.

All instruction changes, deviations, additions or alterations be recorded and duly signed by contractor, In charge officer of the Bank, and Architect in the site order book of contractor which will form a part of document.

6.1 COMPLETION CERTIFICATE:

On completion of entire interior decoration work the contractor shall be eligible to apply for completion certificate. The In charge officer of the Bank, shall issue the completion certificate within 15 days after receiving the letter from the contractor along with the following documents on recommendation of the Architect.

(a) The total working drawings issued to the contractor according to which the work is executed.

(b) Site order book if any duly signed by the Architect and In charge officer of the Bank and the contractor or his representative.

(c) Any other drawings issued by Architect during execution.

(d) All measurement books/ bills duly signed by In charge officer of the Bank.

6.2 DEFECT LIABILITY PERIOD:

On completion of the work at site as certified by the Architect and the Engineer In charge the contractor shall be responsible against the manufactured and installation for the furnishing and decoration as executed by him for a period of 12 months. He shall rectify any defects pointed by In charge Officer of the bank & ensure proper performance of the job done by him till such time.

7.0 EXTRA ITEMS:

If necessary the contractor shall execute any other item of work not covered up by the schedule of quantities of item and the working drawings which shall be paid to the contractor as extra item. Rates of such extra items shall be settled on the basis of (a) on the basis of market rate and decision of Regional Manager of Bank and will be final and binding on the recommendation of the Architect. Before execution of such extra item prior approval of item and rate must be taken by the contractor from the In charge / Architect.

8.0 COMPENSATION FOR DELAY:

The times allowed for carrying out work as entered in the contract shall be strictly observed by the contractor and shall be reckoned from the date on which the order to commence work is given to the contractor. The work shall throughout the stipulated period of the contract be proceeded with all due diligence (time being deemed to the essence of the contract of the part of the contractor) and the contractor shall pay as compensation an amount of **Rs.10000/-** or such smaller amount as the Zonal Manager may decide, on the amount of the estimated cost of the whole work as shown in the contract, every week, that the work remains un commenced or un furnished after the proper dates , provided always that the entire amount of compensation to be paid under the provisions of this clause shall not exceed 10% of the estimated cost of work.

9.0 ARBITRATION:

All disputes or differences of any kind whatsoever which shall at any time arise between the parties here to touching or concerning the works or the execution or maintenance there of this contract or the construction remaining. Operation or effect thereof or to the rights or liabilities of the parties or arising out of or in relation there to whether during or after determination for closure or breach of contract (other than those in respect of which the decision of any person is by the contract expressed to be final and binding) shall after written notice by either party to the contract to the other of them and to Employer herein after mentioned be referred for adjudication to a sole Arbitrator to be appointed as hereinafter provided.

For the purpose of appointing sole Arbitrator referred to above, the Employer will send within thirty days of receipt of the notice, to the contractor a panel of three names who shall be presently unconnected with the organization for which the work is executed.

The contractor shall on receipt of the names as aforesaid select any one of the persons name to be appointed as sole Arbitrator and communicate the name to the Employer within thirty days of receipt of the names. The Employer shall there upon without any delay appoint the said person as sole Arbitrator. If the Contractor fails to communicate such selection as provided above within the period specified, the competent authority shall make the selection and appoint the selected person as sole Arbitrator. If the Employer fails to send to the contractor the panel of three names as aforesaid within 30 days of receipt of the panel and inform the Contractor accordingly, the contractor shall be entitled to appoint one of the persons from the panel as the sole Arbitrator and communicate his name to the Employer.

If the Arbitrator so appointed is unable or un willing to act or resigns his appointment or vacates his office due to any reason what so ever another sole Arbitrator shall be appointed as aforesaid.

The work under the contract shall, however, continue during the arbitration proceedings and no payment due or payable to the contractor shall be withheld on account of such proceedings.

The Arbitrator may from time to time, with the consent of parties, enlarge the time for making and publishing the award.

The Arbitrator shall give a separate award in respect of each dispute in accordance with the terms of the contract and give a reasoned award. The venue of 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 parties. The cost of the reference and of the award including the fees, if any, of the Arbitrator who may direct to and by whom and in what manner, such costs or any part thereof shall be paid and may fix or settle an amount of costs to be paid.

The award of the Arbitrator shall be final and binding on both the parties.

Subject to aforesaid the provisions of the Arbitration Act 1940 or any statutory modification or re-enactment thereof and the rules made there under, and for the time being in force, shall apply to the Arbitration proceedings under this clause.

The Employer and the Contractor hereby also agree that arbitration under clause shall be a condition precedent to any right to action under the contract with regard to the matters hereby expressly agreed to be so referred to Arbitration.

LETTER SUBMITTING TENDER

To
The Deputy Zonal Head- I
UCO Bank
Zonal office
INDORE.

Sub: Tender for Electrical work at KAYAMPUR branch & ATM, (M.P.)

Dear Sir,

Having examined the drawing, specifications, schedule of quantities relating to works specified in the memorandum here in after set and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating there to as affecting the tender. I/We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached schedule of quantities and in accordance with the specifications in all respect, designs, drawing and instructions in writing referred to in condition of tender the Articles of Agreement, special conditions, schedule of quantities and condition of contract and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

- (a) **Description of work : Electrical work at KAYAMPUR branch (M.P.)**
- (b) **Earnest Money : _____**
- (c) **Percentage if any to be deducted : at 8% from interim bills till it reaches to total of security deposit as stipulated.**
- (d) **Completion time : 20 days (Twenty)**
1. Should this tender be accepted, I/We hereby agree to abide by and fulfill the terms and provisions of the said conditions of contract annexed here to so far as they are applicable or in case of default will pay to Bank the amount mentioned in the said conditions.
 2. I / We deposited a sum of _____ as earnest money in the form of Demand draft bearing No. _____ dated _____ of _____ drawn in favor of UCO Bank, INDORE, which is not to bear any interest. Should I / We fail to execute the contract when called upon to do so I / We do hereby agree that this sum shall be forfeited by the Bank.
 3. Our Bankers are:
 4. The name of partners of our firm are:

(Sig. of the contractor & seal)

UCO BANK

TECHNICAL SPECIFICATION OF MATERIAL TO BE USED

S.No.	ITEM	SPECIFICATION
01.	MCB, MCCB	MDS (legrand), L&T, Havells.
02.	DB's (double door)	Legrand, Havells, Indokopp, Siemens
03.	Copper conductor ,PVC insulated wires (Fire resistant)	Polycab, Finolex, Anchor, RR cables.
04.	M.S. conduit	BEC, Steel Kraft, AKG.
05.	Telephone wires	Polycab, Delton.
06.	Modular switch & socket	MDS Legrand, Anchor Roma, Crabtree.
07.	Telephone socket	MDS legrand, Anchor Roma, Crabtree.
08.	Ceiling fans	Crompton, Bajaj, Khaitan.
09.	Wall fans	Crompton, Bajaj, Khaitan.
10.	Exhaust fans	Crompton, Bajaj, Khaitan.
11.	Fittings (CFL, Tubelight, Downlighters, etc)	Wipro, Philiphs, Bajaj, Crompton.
13.	Air conditioner (3 star)	1.5 Ton A.C. with remote.(Voltas, Godrej, Carrier)

UCO BANK

ESTIMATES FOR PROPOSED INTERIOR ELECTRICAL WORKS IN BRANCH & ATM AT KAYAMPUR.

S. NO.	WORKS	AMOUNT
1	TOTAL FOR ELECTRICAL WORKS IN BRANCH	
2	TOTAL FOR ELECTRICAL WORKS IN ATM	
	TOTAL RS.	
	GRAND TOTAL Rs.	

UCO BANK
SCHEDULE OF ITEMS FOR ELECTRICAL WORK IN BRANCH
AT KAYAMPUR (M.P.)

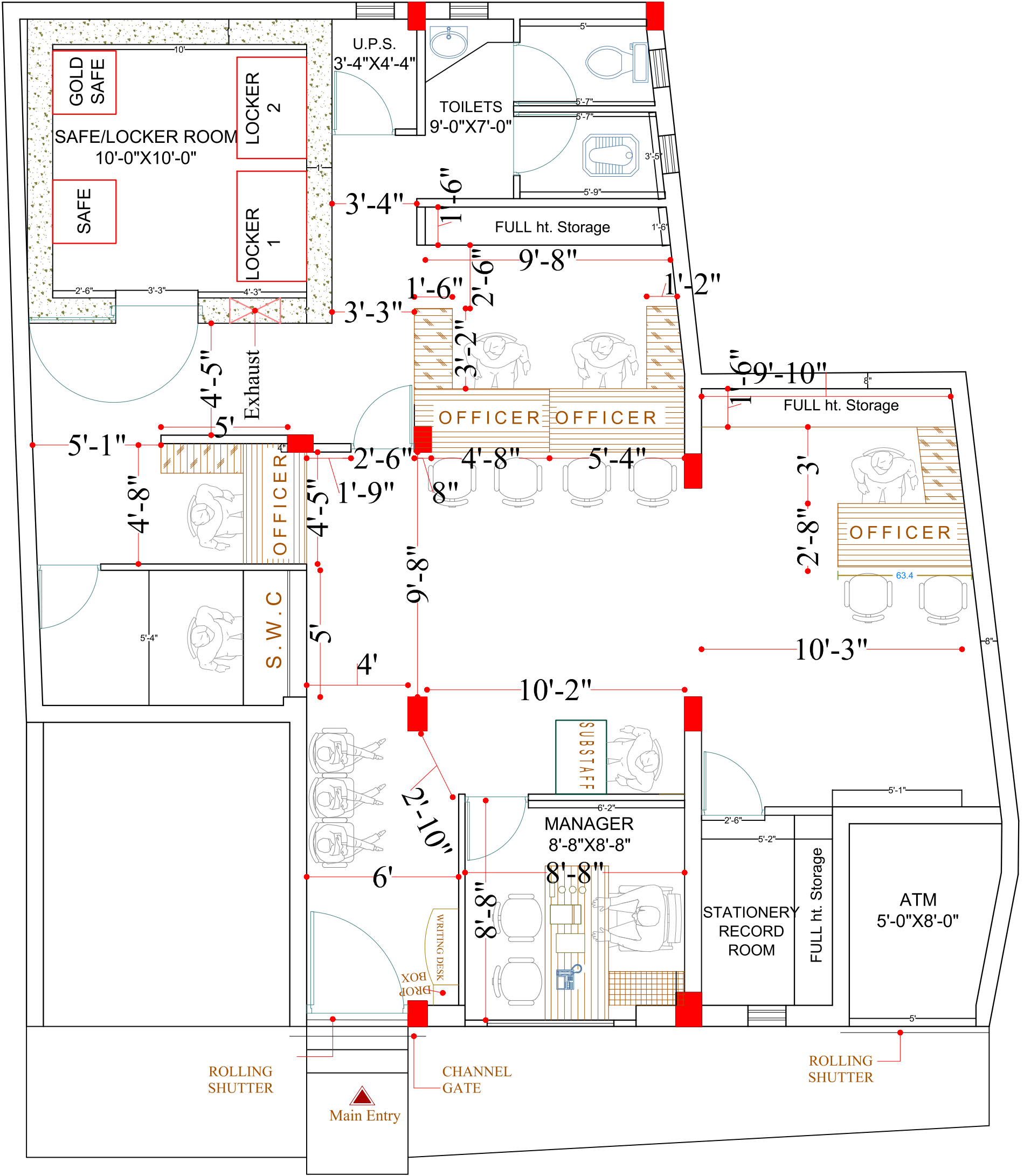
S.No.	ITEM	QTY.	UNIT	RATE	AMOUNT
01.	GENERAL ELECTRICAL WORK : Supply installation, testing & commissioning of point wiring by 2x1.5 Sqmm + 1x1.5 Sqmm PVC insulated copper conductor, recessed in wall, above ceiling, under counter in 25mm (1.5mm thick)PVC pipe, flexible pipe, casing capping as required complete (Medium point upto 10m).				
a)	1 light control points i/c 6 amp switch (Modular) with box, base & front plate.	30	Each		
b)	2 light point control points i/c 6 amp switch (Modular) with box, base & front plate.	8	Each		
c)	For light plug point i/c 6 amp switch & 6 amp 5 pin socket (Modular) with box, base & front plate.	10	Each		
d)	For bell point with buzzer i/c 6 amp bell push(Modular) with box, base & front plate. (manager table & counters)	1	Each		
e)	For Fan point i/c 6A switch & step regulator	3	Each		
02.	Circuit wiring by 2x2.5sqmm + 1.5sqmm for light points (maximum length 25M)	10	Each		
03.	Supply installation, testing & commissioning of power point wiring by 2x4sqmm + 1x4sqmm PVC insulated copper conductor, recessed in wall, above ceiling, under counter in 25mm (1.5thick) PVC pipe, flexible pipe, casing capping as required complete (Long point-15M) inclusive of S.S. combined (5-IN-1 16/6A combination) with indicator & Fuse mounted on unbreakable box. (Manager:1; Cash:1; Officer:4; UPS:1; Strongroom:1)	8	Each		
04.	Extending existing light point by 2x1.5 sqmm PVC insulated copper conductor in PVC pipe, flexible pipe, casing capping as required (short point upto 6m).	10	Each		
05.	P&F telephone point with copper conductor (conductor size 0.4mm) 2 pair i/c of surface box, telephone socket or telephone jack (Maximum length 15M). (Manager:2; Cash:1; Officer:4;)	7	Each		
06.	10 PAIR TELEPHONE TAG BLOCK	1	Each		
07.	P&F 2 way SP&N DB with 40/63 amp D.P. for UPS incoming (near UPS)	2	Each		
08.	P&F 12 way SP&N DB for UPS out going controlled by 40/63 amp D.P. (near UPS)	1	Each		
09.	ELECTRICAL FITTINGS: 36 W LED (Halonix Ultra slim panel) 2x2 panel Hlfpu22-02-36w	11	Each		
10.	P & F down lighter recessed LED fitting LD71-121-XXX-50-XX(iris) 14W (Wipro)	18	Each		
11.	P&F WDF 9140 1x36 W FTL(T8)	9	Each		
12.	P&F Exhaust fan	3	Each		
13.	P&F Ceiling fan	3	Each		
14.	P&F wall fan 400mm sweep	3	Each		

S.No.	ITEM	QTY.	UNIT	RATE	AMOUNT
15.	UPS POINTS: Wiring for computer terminal points with 2x1.5Sqmm + 1x1.5 Sqmm PVC insulated copper conductor recessed in wall/under counter in PVC pipe/flexible pipe/casing capping as required. Rate inclusive of 3 nos. 6 amp switch & socket (5pin) (modular) with fuse & indicator i/c of box, base plate & cover plate, making all connections complete. (Average length 15M) (Manager:2; Cash:1; Officer:4; Substaff:1;Near 9U rack: 1)	9	Each		
16.	Wiring by 2x4 Sqmm + 1x4 Sqmm PVC insulated copper conductor in PVC pipe/flexible pipe casing capping as required for A.C. including metra plug & socket with 20 amp SP MCB & making all connections complete.	4	Each		
17.	Wiring by 2x10Sqmm PVC insulated copper conductor in PVC pipe/flexible pipe/casing capping as required for UPS	30	R.M.		
18.	P&F 100 amp Switch Fuse unit	1	Each		
19.	EARTHING: 600 x 600 x 3mm copper plate earthing i/c of watering, GI pipe with funnel, salt & coal filling, 10" x 10" masonry chamber with sand plaster, CI lid, 10SWG copper wire in PVC pipe from bottom of pit to existing ground level.	1	Each		
20.	P&F earthing copper strip as per specification complete including connection to earth electrode riveting/ sweating/ soldering, burying 30cms below in all type of soils etc complete as required.	6	R.M.		
21.	Supply & laying 6 sq.mm. PVC insulated copper wire in 15mm dia. Conduit pipe i/c accessories as required.	30	R.M.		
22.	LAN CABLING: P&F lan cabling with Cat-6 (D-Link) in PVC conduit/ casing capping/ flexible pipe as required. inclusive of RJ 45 info outlet (D-Link) complete with jack,box, cover plate,crimping etc., complete.	7	Each		
23.	PATCH CORDS: Providing 1 M long patch chord (D-Link)	7	Each		
24.	PATCH CORDS: Providing 2 M long patch chord (D-Link)	7	Each		
25.	TIMER P&F at site industrial Timer for glow sign board near the Main panel board including fixing the same as per the site condition i/c all accessories, labor, materials, etc.	1	Nos.		
26.	MAIN PANEL AND DISTRIBUTION Supplying & fixing 8 way TPN distribution board with neutral links and an earth bar with IP 42 degree of protection metal/acrylic; (Legrand) for provision of : Incomer 100A (16KA) M.C.C.B. - 1 Nos. 63A TPN Bus Bars - 2 Nos. 63A DP MCB for UPS - 1 Nos. 32A DP MCB for A.C. - 4 Nos. 6A to 32A SP MCB - 12 Nos. cost i/c of connections etc.	1	Each		
27.	P&F off load four pole changeover switch in sheet enclosure with side handle operation.	1	Each		
				TOTAL Rs.	

UCO BANK

SCHEDULE OF ITEMS FOR ELECTRICAL WORK IN ATM AT KAYAMPUR (MP).

S.NO.	ITEM	QTY.	UNIT	RATE	AMOUNT
01	ELECTRICAL FITTINGS: 36 W LED (Halonix Ultra slim panel) 2x2 panel Hlfpu22-02-36w	1	Each		
02.	P & F down lighter recessed LED fitting LD71-121-XXX-50-XX(iris) 14W (Wipro)	6	Each		
03.	Electrical with UPS cabling, Modular switch & socket (M.K., Anchor Roma). Wire (Finolex, Anchor). ITEM: a. 6/16amp. 6 pin socket with 16 amp switch 13 nos points (ATM 2 nos., NIU 2 nos., Monitor 1 nos., Camera 1 nos., Text interface 1 nos., UPS 2 nos., Card access 1 nos., Spare power point 1 nos., Aircons 2 nos.) b. 6 amp. single switch for tube light, spot light, and signage - 6 nos. c. 3phase 4 way DB with 4 pole ELCB 63A 300MA appropriate nos. of 20-30 amp., SPMCB's 40amp 2 pole MCB 1 nos. d. SPN DB with appropriate MCB's 2 nos. 15 amp tops. Cables for input & output to and from UPS Complete with testing & commissioning.	1	Each		
04.	EARTHING: 600 x 600 x 3mm copper plate earthing i/c of watering, GI pipe with funnel, salt & coal filling, 10" x 10" masonry chamber with sand plaster, CI lid, 10SWG copper wire in PVC pipe from bottom of pit to existing ground level.	2	Each		
05.	P&F 10SWG copper earthing wire in conduit.	40	R.ft.		
06.	P&F 4 core 10 sq.mm. copper armoured cable from Meter to ATM main DB.	20	R.ft.		
07.	P&F main switch 63amp., 415V, TPN with HRC fuse including installation complete as directed.	1	Each		
08.	LAN CABLING: P&F lan cabling with Cat-6 (D-Link) in PVC conduit/ casing capping/ flexible pipe as required. inclusive of RJ 45 info outlet (D-Link) complete with jack,box, cover plate,crimping etc., complete.	2	Each		
09.	PATCH CORDS: Providing 1 M long patch chord (D-Link)	2	Each		
10.	PATCH CORDS: Providing 2 M long patch chord (D-Link)	2	Each		
	TOTAL Rs.				



ARCHITECT:

GENERAL NOTES:

REVISIONS

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- 2.) Do not scale this drawing.
- 3.) All dimensions are in meters until & unless specified.
- 4.) All dimensions to be verified on site and approved by the engineer-in-charge before execution.
- 5.) This drawing should be read in conjunction with other relevant architectural, structural, mechanical and electrical drawings and all relevant sections and specifications.
- 5.) Discrepancies if any in the drawing shall be brought to architects notice before execution.
- 6.) All walls are 0.20m and 0.10m thk brick walls, unless and until mentioned.
- 7.) Survey levels are indicated in meters (if any)
- 8.) Only written dimensions are to be followed, the drawing should not be measured.
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S.No	DATE	DESCRIPTION	DRN.	CHKD.
DRN. BY : TEAM				
CHKD. BY : ANKIT				
SCALE : NTS				

SHEET TITLE
INTERIOR LAYOUT

PROJECT PARTICULAR
UCO BANK BRANCH @ KAYAMPUR

CLIENT / DEVELOPERS :
UCO BANK

Imagine
architecture

IMAGINE DESIGN STUDIO

INDORE (M.P.) 452012

PH: 0731 2490446

e-mail : studio@imaginearchitecture.in