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UCO BANK

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UCO/ZOCHE/GAD/ 36 /2025-26

Date: 30/07/2025



UCO BANK

UCO BANK, ZONAL OFFICE, SECOND FLOOR, 328, THAMBU CHETTY STREET, CHENNAI – 600 001

Phone: 044: 43405556

E-mail: zochennai.gad@ucobank.co.in

Website <http://www.ucobank.com>

RFP FOR PROPOSED STRUCTURAL REPAIRS AND MISCELLANEOUS WORKS AT UCO BANK ZONAL OFFICE BUILDING AT NO:328, THAMBU CHETTY STREET, CHENNAI – 600 001

PART-I (Technical Bid)

The information provided by the bidders in response to this RFP Document will become the property of the Bank and will not be returned. The Bank reserves the right to amend, rescind or reissue this RFP Document and all amendments will be advised to the bidders and such amendments will be binding on them. The Bank also reserves its right to accept or reject any or all the responses to this RFP Document without assigning any reason whatsoever.

This document is prepared by UCO Bank for RFP FOR PROPOSED STRUCTURAL REPAIRS AND MISCELLANEOUS WORKS AT UCO BANK ZONAL OFFICE BUILDING AT NO:328, THAMBU CHETTY STREET, CHENNAI – 600 001. It should not be reused or copied or used either partially or fully in any form.

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Disclaimer

While the document has been prepared in good faith, no representation or warranty , express or implied, is or will be made, and no responsibility or liability will be accepted by UCO BANK or any of its employees, in relation to the accuracy or completeness of this document and any liability thereof expressly disclaimed. The RFP is not an offer by UCO BANK, but an invitation for bidder's responses. No contractual obligation on behalf of UCO BANK, whatsoever, shall arise from the offer process unless and until a formal contract is signed and executed by duly authorized officials of UCO BANK and the selected Bidder.

NOTICE INVITING TENDER

UCO Bank invites sealed tenders from reputed contractors under turnkey project towards Structural Repairs and Miscellaneous Works at UCO Bank Zonal Office Building at No:328, Thambu Chetty Street, Chennai – 600 001

The bidder (also called the vendor or bidder through this document) appointed under the e-Tender document shall own the single point responsibility for fulfilling all obligations and providing all deliverables and services required for successful implementation of the project.

B) Salient Feature

Tender Reference	UCO/ZOCHE/GAD/ 36 /2025-26 dated 30/07/2025
Name of the work	Structural Repairs and Miscellaneous Works at UCO Bank Zonal Office Building at No:328, Thambu Chetty Street, Chennai – 600 001
Estimated Cost	Rs 68.63 Lakhs (Excluding GST)
Cost of Tender Documents	Rs 2500/- in the form of DD (NON RETURNABLE)
EMD	<p>EMD: a) EMD of Rs 68,000/- must be submitted with Technical Bid (Part-I) in the form of pay order /demand draft in favour of UCO Bank, payable at Chennai.Not Applicable for MSME(Document related MSME to be furnished Under Part-I).</p> <p>b) EMD of unsuccessful bidders will be released (without any interest) against their request letter after acceptance of L.O.I by the identified bidders.</p> <p>c) EMD of L-1 bidders will be released (without any interest) after submission of Performance Bank Guarantee.</p> <p>d) However, if Successful tenderer withdraws their acceptance of our L.O.I before submission of Performance Bank Guarantee, UCO Bank will have the right to forfeit the Earnest Money Deposit without making reference.</p>
Pre Bid Meeting	Pre Bid Meeting will be held on 11/08/2025 @ 1500 hours in <u>UCO Bank, GAD, Zonal Office Building at No:328, Thambu Chetty Street, Chennai – 600 001</u> where issues relating to the tender will be discussed and clarifications, if any, will be furnished. Bidders are requested to attend the pre-bid meeting at their cost. The decision taken on Pre Bid meeting regarding any changes in BOQ (if any) will be uploaded in Bank's website in form of corrigendum which will be the part of tender document.
Last Date & Time for Submission of Tender	<p>Bids can be submitted online on or before 21/08/2025@ 1600hrs at e-Tender website www.tenderwizard.in/UCOBANK.</p> <p>Off line original hard copy of Part-I of tender document to be submitted on or before 21/08/2025 @ 1600hrs at <u>UCO Bank, GAD, Zonal Office Building at No:328, Thambu Chetty Street, Chennai – 600 001</u></p>
Date and Time of Opening Technical Bid i.e Part-I	21/08/2025 at 1700 PM online at <u>UCO Bank, GAD, Zonal Office Building at No:328, Thambu Chetty Street, Chennai – 600 001</u>

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Date of Opening of Financial Bid	Financial Bid(Part-II of tender) of those vendors who will be qualified against Part-I of Tender,will be opened at a later date and the same will be communicated to all eligible vendors through email.
Address of Communication	<u>UCO Bank, GAD, 2nd Floor, Zonal Office Chennai, No:328, Thambu Chetty Street, Opp. Madras High Court Chennai – 600 001</u>
Email address	zo.chennai@ucobank.co.in & zochennai.gad@ucobank.co.in
Contact Telephone/Fax Numbers	044 4340 5556 / 578
Bids to be submitted	e-bidding on www.tenderwizard.in/UCOBANK Part I, also in Tender box placed at above address
Process to be followed	<p>This Tender will follow e-Tendering process [e-bids] as under which will be conducted by Bank's authorized e- Tendering Service Provider M/s Antares Systems Ltd through the website</p> <p>www.tenderwizard.in/UCOBANK</p> <p>Following activities will be conducted online through above website:</p> <p>Submission of Technical Bid & Price Bid by the Vendor</p> <ol style="list-style-type: none"> Opening of Technical Bid & Price Bid by the Bank Clarification, if any, sought by the Bank. On-line evaluation by the Bank. <p>Authorized Representatives of Vendors will be given training for e-Tendering by the Service Provider namely M/s Antares Systems Ltd.</p> <p>Bidders who wish to participate in online tenders will have to register with the website</p> <p>(https://www.tenderwizard.com/UCOBANK through the "Register" link provided on the home page.</p> <p>Bidder will create login id & password on their own in registration process.</p> <p>Following facilities shall be provided to the bidders / vendors by service provider M/s Antares Systems Ltd:</p> <ol style="list-style-type: none"> Support to the Bidders for participating in the bids through e-tendering Website.

- b) Call center support/ email/ phone/mobile etc. in all possible medium.
- c) Registration with the e-tendering website.
User Manual / Training Kit to the Bidder.
- d) Any no. of users of Vendor/ Bidder organization can take support on the e-tendering system.
- e) Bidder who wish to participate in this tender need to procure Digital Signature Certificate (for Signing and Encryption) as per Information Technology Act-2000 and CVC guidelines using that they can digitally sign their electronic bids. Bidders can procure the same from any of the CCA approved certifying agencies, or they may contact with M/s Antares Systems Ltd. at below mentioned address and they will assist them in procuring the same. Bidders who already have a valid Digital Signature Certificate need not to procure the same.

In case bidders need any clarification/technical help regarding online participation, they can contact

M/s. Antares Systems Limited

Registered Office:

'Honganasu', #137/3, Bangalore Mysore Road,

Opp. to Metro Pillar #P-696, Kengeri,

Bangalore – 560 060, India

Ph: - 080- 45982100, Mob: +91 96069 21010

Help Desk: 9073677150 / 9073677151 / 9073677152 / 9674758726 / 9708966660 / 9044314492 / 8951944383 / 9771414548 / 9708966664 / 9731967722 / 9606921010 / 033 46046611 / 080 45982100

Contact Persons:

(On working days 9 AM to 6 PM)

1. Mr. Biswajit Chakraborty

Mobile No.: +91 967460 8723

e-Mail: helpline1tenderwizard@gmail.com

2. Mr. Kushal Bose

Mobile No.: +91 9674758719

e-Mail: helpdesk857@etenderwizard.com

Bidders who wish to participate in e-Tender need to fill data in predefined forms of RFP, Technical, Financial Bid available in respective tender only.

Bidder should upload scanned copies of reference documents in support of their eligibility of the bid and as per the instructions given in tender documents

After filling data in predefined forms bidders need to click on final

	submission link to submit their encrypted bid.
Submission of Bids	Bid must be submitted in <u>Two Bid System</u>
Mode of submission	<p>(a) Online submission-(To be scanned and uploaded in our e-tender website.)</p> <p>(b) Off line-Hard Copy Submission (Part-1 Only)</p>
Contents of the Technical Bid(Part-I):	<p>a.Original Demand Draft of Tender Cost and EMD (Not Applicable for MSME(Document related MSME to be furnished</p> <p>b. Bidder's Covering letter</p> <p>c. Application Format as stipulated in RFP(Annexure-I)</p> <p>d. Documents in support of all eligibility criteria</p> <p>e. All pages of this RFP as downloaded from the website should be duly signed by the authorized representative of the company on all pages including all Annexures.</p> <p>f.Duly filled up integrity Pact as per Bank's format</p>
Validity of Tenders	120 (One Hundred and Twenty) days from the date of opening.

C) Documents required with the prescribed form:

a) Online submission-(To be scanned and uploaded in our e-tender website.):

- (i) True/Certified copy of PAN card, GST Regn. Certificate, Trade License.
- (ii) True/Certified Copies of audited balance sheet & Profit and Loss a/c for the last three financial years i.e for 2021-22, 2022-23 and 2023-24.
- (iii) True/Certified copy of Experience Certificate/work order
- (iv) Documentary evidence related to register office at Chennai.
- (v) Demand Draft of Tender cost and EMD/Document related MSME to be furnished Under Part-I(in case of non submission of EMD & Tender Cost), Pre Contract Integrity Pact, are to be also uploaded.
- (vi) Bidder should also submit Price bid along with the RFP document. Price bid should be duly signed and uploaded in e-tender website.

b) Off line-Hard Copy Submission

- (i) The envelope containing Part-I of tender should be super scribed clearly "Part-I (Technical Bid)" and the name of work and will be addressed to 'The **Deputy General Manager & Zonal Head,UCO Bank, Zonal Office Chennai,No:328, Thambu Chetty Street, Chennai – 600 001** and must be submitted **on or before the stipulated date & time of submission of tender.**
- ii) The RFP bids should be submitted in one big non window-envelope containing Technical Bid. The sealed envelope should be uper-scribed as "**Tender Document for the Structural Repairs and Miscellaneous Works at UCO Bank Zonal Office Building at No:328, Thambu Chetty Street, Chennai – 600 001**"

D) Miscellaneous Items:

1) All the information relating to corrigendum if any, result of pre-bid meeting, selection of bidders to participate in Price Bid, name of L-1 bidders etc. will be uploaded in Bank's website "www.ucobank.com" under head Tender" which may please be noted. Separate news paper advertisement will not published.

2) Vendor's authorized representatives will be allowed to be present during opening of bids at their cost.

3) In case date of pre-bid meeting, last date of receipt or opening of tender are declared as holiday, the respective date shall be treated as deferred and will be re-scheduled to next working day correspondingly.

4) It may be noted that the requirement given in this RFP is indicative only .

5) Tenders/offers through email will not be accepted.

5) Bank reserves the right to accept or cancel any or all tenders without assigning any reason.

6) All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect or there is any correction in Price Bid is not duly signed and dated by the bidder are liable to be rejected.

UCO BANK

Chief Manager (GAD)
Zonal Office, Chennai

Eligibility Criteria

i) The bidder must be a Firm/Company/Govt Dept having valid license issued by the Local Body (Govt of Tamil Nadu), authorized to issue such certificate.

ii) **The bidder must have a minimum Annual turnover of same the estimated cost for the last three financial years ending 31.03.2024. Certificate of audited balance sheet for last three years must be enclosed. Vendor should be a profitable organization.**

iii) The bidder must be registered under GST.

iv) The bidder should have PAN.

v) The bidder must have experience in executing the similar work as under at Public Sector Banks/RBI/Govt Organizations/PSU/Reputed Private Organization:

a. Three similar completed works each costing not less than the amount equal to 40% of the estimated cost (i.e. Rs 27 Lakhs approximately) within five years ending last day of the month previous to the one in which applications are invited in execution of similar works.

or

b. Two similar completed works each costing not less than the amount equal to 50% of the estimated cost (i.e. Rs 34 Lakhs approximately) within five years ending last day of the month previous to the one in which applications are invited in execution of similar works.

or

c. One similar completed work costing not less than the amount equal to 80% of the estimated cost (i.e. Rs 55 Lakhs approximately) within seven years ending last day of the month previous to the one in which applications are invited in execution of similar works .

vi) The bidder should have registered office in Chennai.

Evaluation Criteria

- 1) Lowest Bid Value will be evaluated on lowest price offered by the bidder against Price Bid (e-Price Bid). **[Sum of Civil, furnishing & electrical work as per Annexure-XI of Price Bid]**

REJECTION OF BID:

The bid is liable to be rejected summarily if:

- i) Tenders are not received in two parts in separate envelopes.
- ii) It is not in conformity with the instruction mentioned in this tender document.
- iii) If it is not accompanied by requisite tender cost and EMD as stated above.
- iv) It is received after expiry of the due date and /or time.
- v) It is evasive and contains incorrect information.
- vi) If there is canvassing of any kind.
- vii) It is submitted anywhere other than the tender box or to the addressee.
- viii) If any indication of price/rate/charges is being found in Part-I of the tender.**
- ix) If the tender/Bid is conditional.
- x) If there is any conflict of Interest between Bank and Tenderer at any stage.

GENERAL TERMS & CONDITIONS**1 Price and Taxes:**

- i) The price shall be firm and binding without any escalation throughout the contract period i.e., (Till Completion of Work). The prices (in Indian Rupees) should indicate Allinclusive Price of the equipment [i.e. basic price, transportation, insurance (to cover equipment during the transit, installation at site and handing it over to the Bank), Duties, installation charges, comprehensive onsite warranty of one year covering all parts, consumables, labour etc. GST should be shown separately. If the Bidders fails to include them in the bid, no claim thereof will be considered by the Bank afterwards.

ii) Additional Terms & Condition on GST are as follows:

- Supplier/service provider to confirm that the GST amount charged in invoice is declared in its returns and payment of taxes is also made.
- The Supplier/ Service Provider agrees to comply with all applicable GST laws, including GST acts, rules, regulations, procedures, circulars & instructions there under applicable in India from time to time and to ensure that such compliance is done within the time prescribed under such laws. Supplier/Service Provider should ensure that accurate transaction details, as required by GST laws, are timely uploaded in GSTN¹. In case there is any mismatch between the details so uploaded in GSTN by Supplier/ Service Provider and details available with UCO Bank, then payments to Supplier/Service Provider to the extent of GST relating to the invoices/s under mismatch may be retained from due payments till such time the accurate tax amount is finally reflected in the GSTN to UCO Bank's Account and is finally available

to UCO Bank in terms of GST laws and that the credit of GST so taken by UCO Bank is not required to be reversed at a later date along with applicable interest.

- UCO Bank has the right to recover monetary loss with interest and penalty suffered by the Bank due to any non-compliance of tax laws by the supplier/service provider. Any loss of input tax credit to UCO Bank for the fault of supplier shall be recovered by UCO Bank by way of adjustment in the consideration payable or otherwise.
- Supplementary invoices/debit note/credit note for price revisions to enable UCO Bank to claim tax benefit on the same shall be issued by Vendor for a particular year before September of the succeeding financial year.

The purchase order/ work order shall be void, if at any point of time Vendor are found to be a black listed dealer as per GSTN rating system and further no payment shall be entertained.

2. Placement of Order/Letter Of Intent(LOI):

Bank will issue the LOI as per requirement accordingly with details terms & conditions.

3. Terms of Payment : Bank will not pay any advance. Final payment will be released against Vendor's bill after satisfactory completion of the project of the full quantity, subject to compliance of terms of contract by the contractor and statutory deductions as per Rule. Interim payment will be released after delivery of all materials at site. Minimum value of works for claiming **interim payment will be Rs.20.00Lakhs** considering delivery of materials at site upon production of proper documentary evidence. No payment shall be made until the Bank Guarantee and original papers of insurance are furnished.

4.a. Performance Bank Guarantee: Successful Bidders will have to submit a performance Bank Guarantee equivalent to 10% of work order value prior to or at the time of execution of the Agreement for five years with a claim period of further three months (Defect Liability Period will be started from virtual completion of work). The Bank Guarantee to be issued by any Nationalized Bank or any scheduled commercial Bank banking in India other than UCO Bank or its subsidiary, **as per enclosed format in Annexure-1**. Any defect in the work or operational service, arising out during the period and not attended by the contractor within two days from the date of reporting the defect, will be rectified by the Bank through some other agency and the cost thereof will be recovered from the company and or by invoking the B.G. The performance Bank Guarantee will be returned to the contractor after the Defect Liability Period of 5 years. Bank has the right to invoke the BG for any non-compliance of the terms & conditions of this RFP or the Contract to be executed between the selected bidder and the Bank at any point of time without prejudice to its other rights and remedies available under the Contract and/or the Law (s) for the time being in force.

4.b Insurance: Successful bidder will insure the work with third party liability, at their own cost in joint name of the Bank with 1st name being of 'UCO Bank', within 14 (Fourteen) days from the date of issue of the work order or handing over of site whichever is later and keep the same valid until virtual completion of the work, by an 'ALL RISK' insurance policy for full value of the contract. The insurance policy is to be submitted to us in original.

5. Execution of Agreement: The successful bidders will have to execute an Agreement with Bank in non-judicial stamp paper of requisite value purchased in favour of the vendor or UCO Bank and as per the draft of Agreement as per **Annexure-IV** which should be notarized.

6. INTEGRITY: Integrity Pact(IP) as per Bank's format as per **Annexure-VI** on Non-Judicial Stamp Paper of appropriate value **has to be submit under Part-I(Technical Bid) of Tender documents.**

Integrity Pact, in respect of a particular contract, shall be operative from the date Integrity Pact is signed by both the parties till the final completion of the contract. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings. Integrity Pact shall cover all phases of contract i.e. from the stage of Notice Inviting Tenders (NIT)/Request for Proposals (RFP) till the conclusion of the contract i.e. final payment or the duration of warrantee/guarantee. Format of Integrity Pact is attached as Annexure for strict compliance.

Each and Every bidder has to execute pre contract integrity pact as per Bank's format as per **(Annexure-VI)** on non-judicial stamp paper of appropriate value. Scanned copy of pre contract integrity pact must be uploaded in our e-tender website

7.Taxes and Duties: The bidder will be entirely responsible to pay all taxes whatsoever in connection with delivery of the services at the sites including incidental services and commissioning. Wherever the laws and regulations require deduction of such taxes at the source of payment, Bank shall effect such deductions from the payment due to the vendor. The remittance details of amount so deducted and issue of certificate for such deductions shall be made by Bank as per the laws and regulations in force.

Nothing in the contract shall relieve the vendor from his responsibility to pay any tax that may be levied in India/abroad on income and profits made by the vendor in respect of this contract.

8.AUTHORIZED SIGNATORY:The selected bidder shall indicate the authorized signatories who can discuss and correspond with BANK, with regard to the obligations under the contract. The selected bidder shall submit at the time of signing the contract a certified copy of the resolution of their board, authenticated by the company secretary, authorizing an official or officials of the bidder to discuss, sign agreements/contracts with BANK, raise invoice and accept payments and also to correspond. The bidder shall provide proof of signature identification for the above purposes as required by BANK.

9.CLARIFICATIONS ON AND AMENDMENTS TO RFP DOCUMENT: Prospective bidders may seek clarification on the RFP document by letter/fax/e-mail till the date and time mentioned in this RFP. Further, at least 7 days prior to the last date for bid-submission, the Bank may, for any reason, whether at its own initiative or in response to clarification(s) sought from prospective bidders, modify the RFP contents by amendment. Clarification /Amendment, if any, will be notified on Bank's website and such notification shall be deemed to be sufficient notice to all. No individual communication will be sent to any bidder in this regard. On the issue of any such notice regarding modification of contents of RFP, this RFP shall be read as if such modification were part of the original RFP.

10.Liquidated Damage: In case of failure to complete the work within the stipulated period of time by fault of the successful vendor, liquidated damage @ 1% of the accepted contract sum for delay of each week or part thereof shall be recovered from successful vendor. The total of liquidated damage shall be subject to a maximum of 10% of the accepted contract value, accrual of which entitles us to rescind the contract.

11. TERMINATION FOR DEFAULT(S)

Bank reserves its right to cancel the work/purchase order and/ or terminate this Agreement by giving 15 days' prior notice in writing to the Vendor without prejudice to its rights and contentions available under this Agreement or under the Law (s) for the time being in force in the following circumstances: -

- a) Unnecessary or unwarranted delay in execution of the work allotted.

- b) Delay in providing the requisite manpower at the Bank's site.
- c) The vendor violates any Laws, Rules, Regulations, Bye-Laws, Guidelines, and Notifications etc.
- d) Breach of trust is noticed during any stage of the consultancy assignment.
- e) The selected bidder commits a breach of any of the terms and conditions of the bid.
- f) The selected bidder goes in to liquidation voluntarily or otherwise.
- g) An attachment is levied or continues to be levied for a period of 7 days upon the effects of the bid.
- h) If it is found at any stage that the bidder has concealed any important information or has submitted any false information or declaration particularly regarding any pending legal action or blacklisting status.
- i) If there is any conflict of interest.
- j) An attachment is levied or continues to be levied for a period of seven days upon effects of the contract.
- k) If fails to complete the assignment as per the time lines prescribed in the Purchase order/ Agreement and/or within the extension, if any allowed.

In addition to the cancellation of work order/termination of the master contract, the Bank reserves the right to appropriate the damages from the earnest money deposit (EMD) provided by the selected bidder and/or forfeit the Performance Bank guarantee furnished by the vendor or otherwise. The Bank also reserves the right to recover any dues payable by the selected bidder from any amount outstanding to the credit of the selected bidder, including the pending bills and security deposit, if any, under this contract or any other contract/order.

Notwithstanding anything contained hereinbefore, Bank shall have the right to terminate the contract at any time at its own convenience by serving a prior written notice of 15 days to the vendor without assigning any reason and without cost or compensation therefor.

12. CONSEQUENCES OF TERMINATION: The Bank at its sole discretion shall invoke the Performance Guarantee, and the Indemnity furnished towards non-performance/non Compliance of the terms and conditions of the work order/contract by the Contractor/Vendor, without prejudice to its rights and conditions available under the Law for the time being in force.

13. Date of Commencement of work: The work shall be deemed to be commenced from **seventh day** from the date of receipt of work order or handing over of site whichever is earlier. The work should be started in consultation with General Administration Department, Head Office.

14. Time of Completion: 3 months (Three Months) from the stipulated date of commencement of the work.

15. RESPONSIBILITY FOR COMPLETENESS: Any supplies and services which might not have been specifically mentioned in this R.F.P./tender / contract but are necessary for the design, manufacture, supply, testing, handing over, operationalizing, performance or completeness of the contract, shall be provided / rendered as per the time schedule for the efficient and smooth operation and maintenance of the system under Indian conditions. The approval by the Bank at any stage for any supplies by the vendor shall not relieve the vendor of his obligation.

16. DISPUTE RESOLUTION MECHANISM: The Vendor and The Bank shall endeavor their best to amicably settle all disputes arising out of or in connection with the Contract in the following manner:

- a. The Party raising a dispute shall address to the other Party a notice in writing requesting an amicable settlement of the dispute within seven (7) days of receipt of the notice.
- b. The matter will be referred for negotiation between designated officials of the Bank /Purchaser and the Authorised Official of the Bidder. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15 days.

In case any dispute between the Parties, does not settle by negotiation in the manner as mentioned above, the same shall be resolved exclusively by arbitration and such dispute may be submitted by either party for arbitration within 30 days of the failure of negotiations. Arbitration shall be held in Kolkata and conducted in accordance with the provisions of Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof. Each Party to the dispute shall appoint one arbitrator each and the two arbitrators shall jointly appoint the third or the presiding arbitrator.

The "Arbitration Notice" should accurately set out the disputes between the parties, the intention of the aggrieved party to refer such disputes to arbitration as provided herein, the name of the person it seeks to appoint as an arbitrator with a request to the other party to appoint its arbitrator within 45 days from receipt of the notice. All notices by one party to the other in connection with the arbitration shall be in writing and be made as provided in this tender document. The arbitrators shall hold their sittings at Kolkata.

The arbitration proceedings shall be conducted in English language. Subject to the above, the courts of law at Kolkata alone shall have the jurisdiction in respect of all matters connected with the Contract/Agreement. The arbitration award shall be final, conclusive and binding upon the Parties and judgment may be entered thereon, upon the application of either party to a court of competent jurisdiction. Each Party shall bear the cost of preparing and presenting its case, and the cost of arbitration, including fees and expenses of the arbitrators, shall be shared equally by the Parties unless the award otherwise provides. The Bidder shall not be entitled to suspend the Service/s or the completion of the job, pending resolution of any dispute between the Parties and shall continue to render the Service/s in accordance with the provisions of the Contract/Agreement.

17. GOVERNING LAWS AND JURISDICTION: This contract shall be governed by and construed in accordance with the Laws of India for the time being in force and all the dispute(s) or difference(s) arising out of or in connection with the contract shall be subject to the exclusive jurisdiction of the courts at Kolkata.

18. NOTICES: Notice or other communications given or required to be given under the contract shall be in writing and shall be e-mailed followed by either hand-delivery with acknowledgement thereof, or transmitted by pre-paid registered post or courier. Any notice or other communication shall be deemed to have been validly given on date of delivery if hand delivered & if sent by registered post than on expiry of seven days from the date of posting.

19. PUBLICITY: Any publicity by the bidder in which the name of Bank is to be used should be done only with the explicit prior written permission of Bank. The Vendor shall not make or allow to make a public announcement or media release about any aspect of the Contract unless BANK first gives the Vendor its prior written consent.

20. FORCE MAJEURE: Force Majeure is herein defined as any cause, which is beyond the control of the selected bidder or BANK as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as:

1. Natural phenomenon, including but not limited to floods, droughts, earthquakes and epidemics
2. Acts of any government, including but not limited to war, declared or undeclared priorities, quarantines and embargos
3. Terrorist attack, public unrest in work area

Provided either party shall within 10 days from occurrence of such a cause, notify the other in writing of such causes. The bidder or BANK shall not be liable for delay in performing his/her obligations resulting from any force majeure cause as referred to and/or defined above. Any delay beyond 30 days shall lead to termination of contract by parties and all obligations expressed quantitatively shall be calculated as on date of termination. Notwithstanding this, provisions relating to indemnity, confidentiality survive termination of the contract.

21. CONFIDENTIALITY: The bidder must undertake that they shall hold in trust any Information received by them, under the Contract/Agreement, and the strictest of confidence shall be maintained in respect of such Information. The bidder has also to agree:

- To maintain and use the Information only for the purposes of this Contract/Agreement and only as permitted by BANK;
- To only make copies as specifically authorized by the prior written consent of Bank and with the same confidential or proprietary notices as may be printed or displayed on the original;
- To restrict access and disclosure of Information to such of their employees, agents, strictly on a "need to know" basis, to maintain confidentiality of the Information disclosed to them in accordance with this Clause and
- To treat all Information as Confidential Information.
- Conflict of interest: The Vendor shall disclose to BANK in writing, all actual and potential conflicts of interest that exist, arise or may arise (either for the Vendor or the Bidder's team) in the course of performing the Service(s) as soon as practical after it becomes aware of that conflict.

22. NON-TRANSFERABLE OFFER: This Request for Proposal (RFP) is not transferable. Only the bidder who has purchased this document in its name or submitted the necessary RFP price (for downloaded RFP) will be eligible for participation in the evaluation process. There will not be any type of outsourcing.

The bidder should also submit an undertaking to the effect that he has not made any modification in the original copy of RFP and his bid would be liable for rejection for any violation of the above.

23. PERIOD OF VALIDITY OF BID: Bids shall remain valid for **120 days** after the date of bid opening prescribed by BANK. BANK holds the rights to reject a bid valid for a period Ninety days as non-responsive, without any correspondence. In exceptional circumstances, BANK may solicit the Bidder's consent to an extension of the validity period.

The request and the response thereto shall be made in writing. Extension of validity period by the Bidder should be unconditional and irrevocable. The Bid Security provided shall also be suitably extended. A bidder acceding to the request will neither be required nor be permitted to modify its bid. A bidder may refuse the request without forfeiting its bid security. In any case the bid security of the bidders will be returned after completion of the process.

24. ADDRESS OF COMMUNICATION: Offers/bid should be addressed to the address given in this RFP

25. PRELIMINARY SCRUTINY: BANK will scrutinize the offers/bids to determine whether they are complete, whether any errors have been made in the offer/bid, whether required technical documentation has been furnished, whether the documents have been properly signed, and whether items are quoted as per the schedule.

BANK may, at its discretion, waive any minor non-conformity or any minor irregularity in an offer/bid. This shall be final, conclusive and binding on all bidders and BANK reserves the right for such waivers.

26. NO COMMITMENT TO ACCEPT LOWEST OR ANY OFFER/BID: BANK shall be under no obligation to accept the lowest or any other offer received in response to this offer notice and shall be entitled to reject any or all offers without assigning any reason whatsoever. BANK has the right to re-issue tender/bid.

BANK reserves the right to make any changes in the terms and conditions of work that will be informed to all bidders. BANK will not be obliged to meet and have discussions with any

bidder, and/or to listen to any representations once their offer/bid is rejected. Any decision of BANK in this regard shall be final, conclusive and binding upon the bidder.

27. SIGNING OF THE BID: The bid shall be signed by a person or persons duly authorized by the Bidder with signature duly attested. In the case of a body corporate, the bid shall be signed by the duly authorized officers and supported by internal corporate authorizations.

28. COSTS OF PREPARATION & SUBMISSION OF BID: The bidder shall bear all costs for the preparation and submission of the bid. BANK shall not be responsible or liable for reimbursing/compensating these costs, regardless of the conduct or outcome of the bidding process.

29. SUBCONTRACTING: The Bidder will not subcontract or delegate or permit anyone other than the Bidder personnel to perform any of the work, service or other performance required of the Bidder under this agreement without the prior written consent of the Bank and the bank's decision in this regard will be final and acceptable to the bidder.

30. OWNERSHIP AND RETENTION OF DOCUMENTS

- BANK shall own the documents, prepared by or for the selected bidder arising out of or in connection with the Contract.
- Forthwith upon expiry or earlier termination of the Contract and at any other time on demand by BANK, the Vendor shall deliver to BANK all documents provided by or originating from BANK/ Purchaser and all documents produced by or from or for the Vendor in the course of performing the Service(s), unless otherwise directed in writing by BANK at no additional cost.
- The selected bidder shall not, without the prior written consent of BANK/ Purchaser store, copy, distribute or retain any such Documents.
- The selected bidder shall preserve all documents provided by or originating from BANK/ Purchaser and all documents produced by or from or for the Vendor in the course of performing the Service(s) in accordance with the legal, statutory, regulatory obligations of UCO BANK/Purchaser in this regard.

31. Signing of Contract/Agreement

The successful bidder / Contractor is required to enter into a Contract as per Bank's prescribed format within 15 days from the date of acceptance of Bank's offer valid upto completion of job effective from the date of execution of contract, unless terminated earlier by the Bank by serving 15 days prior notice in writing to the Contractor/ selected bidder at its own convenience without assigning any reason and without any cost or compensation therefor.

The failure, delay or evasion on the part of the successful bidder to execute the Contract within the period mentioned will entitle the Bank to forfeit the Earnest Money deposited by the successful bidder/Consultant, without further notice to the successful bidder/ Consultant. Further, the failure, delay or evasion on the part of the successful bidder / consultant to commence project within 15 days from the date of execution of the Master Contract will result in termination of the Contract and invocation of the Bank Guarantee by the Bank without prejudice to its other rights and remedies available under the contract and/or Law(s) for the time being in force.

32. Bank reserves the right to the following:

Bank reserves its rights, without giving any reason whatsoever and without any cost or compensation therefore, to:-

- Reject any or all proposals received in response to the RFP
- Reject the proposals received in response to the RFP containing any deviation from the payment terms as stipulated in RFP.
- Waive or Change any formalities, irregularities, or inconsistencies in RFP.
- Extend the time for submission of proposal.
- Modify the RFP document, by an amendment that would be notified on the Bank's website.

- Independently ascertain information from the Banks and other institutions / companies to which the bidder has already extended IFRS / Converged Indian Accounting Standards (IND-AS) services for similar assignment.
- Modify the time period stipulated above for completion of assignment during the execution of assignment if it deems fit.

33. Forfeiting of Bid Security/EMD: The Bid security/EMD may be forfeited: -

a) if a Bidder withdraws its Bid during the period of Bid validity specified in the RFP
or

b) if it was found that the successful Bidder had made any statement or had enclosed any documentary evidence which turns out to be false/incorrect at any time till the bank's final settlement of the bills submitted by the bidder, for the audit assignment undertaken by the bidder.

c) The bid security amount will be forfeited if the vendor refuses to accept work order or having accepted the work order fails to carry out his obligations mentioned therein.

34. Compliance Confirmation: The Bidder must submit unconditional and unambiguous compliance confirmation to all the terms and conditions stipulated in the RFP.

35. Proposal Ownership: The proposal and all supporting documentation submitted by the bidders shall become the property of the Bank. The proposal and documentation may be retained, returned or destroyed as the Bank decides.

Chief Manager(GAD),
UCO Bank, Zonal Office,
Chennai

UCO BANK

ANNEXURE-I

APPLICATION FORMAT

1. **Name of Applicant :**

Registered Address of the Applicant with Telephone No., FAX & E-mail ID:

2. **Address and contact details of Chennai Office:**

3. **Status of the Applicant**(whether Proprietary/Private Ltd./Public Limited/ Co-operative Society/Public sector/ Autonomous body/Govt. Department):

(Enclose copies of relevant documents)

4. **Whether the applicant have necessary license(s) / permit / sanction from the respective authority (ies) in respect of civil work in Tamil Nadu.**

(Enclose copies of relevant documents)

5. **Whether registered for GST.**

If so, please mention the GST registration number and furnish a copy of such registration certificate:

6. **Details of Permanent Account Number:**

(Enclose photocopy of PAN Card)

7. **Detailed Particulars of the work done :**

Name of organization	Value of work

(Enclose copies of relevant work orders – self attested)

8. Detailed Particulars for having a minimum annual turnover and audited balance sheet for the last three financial years ending 31.03.2024. Yes/No

(Enclose copies of Audited Profit & Loss A/c and Balance Sheet for 31.03.2022, 31.03.2023 and 31.03.2024.)

The particulars furnished in the application are true to the best of my/our knowledge & belief. I/we understand that if any of the particulars is found incorrect, even at a later stage, my/our contract is liable to be cancelled by the Bank.

Date:

Signature of Applicant

UCO BANK

ANNEXURE-II

FORM OF TENDER

To
The Deputy General Manager & Zonal Head
Chennai Zonal Office, 2nd Floor, 328,
Thambu Chetty Street, Opp. Parrys Corner,
Chennai - 600001

Sir,

1. We have carefully examined all the contents incorporated in the various parts of this Tender Document no. **UCO/ZOCHE/GAD/ 36 /2025-26** dated 30/07/2025 and taken note of all the terms & conditions stated in the Tender Document in its various parts.

2. We hereby agree to abide by and fulfil all other Terms and Conditions of the Tender and in default thereof, to forfeit and pay to you or your successors, or Authorised Nominees such sums of money as are stipulated in the conditions contained in the tender together with the written acceptance of the work order.

3. We also agree to keep the Performance Bank Guarantee as per terms of the tender. However, as per terms & conditions of tender document you shall have the right to forfeit the Performance Bank Guarantee without reference to us.

For and on behalf of

(With seal)

Signature _____

Name _____

Designation _____

DULY AUTHORIZED SIGNATORY

_____ day of _____ 202...

ANNEXURE-III

FORMAT OF BANK GUARANTEE

To:

The

.....

.....

(To be stamped in accordance with the stamp act)

1. In consideration of UCO BANK, a body corporate constituted under the Banking Companies (Acquisition & Transfer of Undertaking) Act, 1970, having its head office at 10 BIPLABI TRILOKYA MAHARAJ SARANI (BRABOURNE ROAD), Kolkata-700001 (hereinafter called "UCO BANK") having agreed to engage M/s (Name of the vendor Company) a Company incorporated under the Companies Act, 1956 having its registered office at (Address of the vendor company) (hereinafter called "the said VENDOR") from the demand, under the terms and conditions of UCO BANK's purchase order/ Letter of Intent bearing no.dated..... issued to the Vendor and an Agreement no.....dated..... made between UCO BANK and the Vendor for a period of in pursuance of Request For Proposal no.....dated....., as modified, (hereinafter called "the said Agreement"), of security deposit for the due fulfillment by the said VENDOR of the Terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs..... (Rupees..... Only).

We,..... [indicate the name of the bank ISSUING THE BANK GUARANTEE] (hereinafter referred to as "the Bank") at the request of [VENDOR] do hereby undertake to pay to UCO BANK an amount not exceeding Rs..... against any loss or damage caused to or suffered or would be caused to or suffered by UCO BANK by reason of any breach by the said VENDOR of any of the terms or conditions contained in the said Agreement.

2. We [indicate the name of the bank ISSUING THE BANK GUARANTEE] do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from UCO BANK stating that the amount claimed is due by way of loss or damage caused to or breach by the said VENDOR of any of the terms or conditions contained in the said Agreement or by reason of the VENDOR'S failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....

3. We undertake to pay to UCO BANK any money so demanded notwithstanding any dispute or disputes raised by the VENDOR in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment as made by us under this bond shall be a valid discharge of our liability for payment there under and the VENDOR for payment there under and the VENDOR shall have no claim against us for making such payment.

4. We, [indicate the name of the bank ISSUING THE GUARANTEE] further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of BANK under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till UCO BANK

certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said VENDOR and accordingly discharged this guarantee.

Unless a demand or claim under this guarantee is made on us in writing on or before(Expiry of claim period), we shall be discharged from all liabilities under this guarantee thereafter.

5. We [indicate the name of bank ISSUING THE GUARANTEE] further agree with UCO BANK that UCO BANK shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said VENDOR from time to time or to postpone for any time, or from time to time any of the powers exercisable by UCO BANK against the said VENDOR and to forebear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any variation, or extension being granted to the said VENDOR or for any forbearance, act or omission on the part of UCO BANK of any indulgence by UCO BANK to the said VENDOR or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the VENDOR.

7. We, [indicate the name of Bank ISSUING THE GUARANTEE] lastly undertake not to revoke this guarantee during its currency except with the previous consent of UCO BANK in writing.

Notwithstanding anything contained herein:

i) Our liability under this Bank Guarantee shall not exceed Rs..... (Rupees.....) only.

ii) This Bank Guarantee shall be valid upto and

iii) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before(date of expiry of Guarantee including claim period).

8. Dated the day of for..... [indicate the name of Bank]

Yours' faithfully,

For and on behalf of

Bank Authorised Official

ANNEXURE-IV

Draft Agreement

Article of agreement made this _____ day of _____ 202....

between the "UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 as amended from time to time having its Head Office at No.10, BTM Sarani, Kolkata-700001 (hereinafter referred to as "Bank" which expression shall unless excluded by or repugnant to the subject or context be deemed to mean and include its assigns and successors) of the "ONE PART and M/s having its registered office at (herein after called "The Vendor") of the other part, which expression should include its successor/s and assignee/s.

Whereas the Bank is desirous of executing Contract for at UCO Bank Head Office(hereinafter called "Bank")

And whereas the said work as mentioned in the work order have been accepted and signed by and on behalf of the Vendor.

And whereas the vendor has agreed to execute upon and subject to condition set forth herein and work order, General conditions of contract, special condition of contract, including all other conditions as mentioned, in the work order, specifications and all correspondence exchanged by or between the parties from the submission of tender till the award of work, both letter inclusive, (all of which are collectively hereinafter referred to as "the said conditions") the work described in the said specification and included in the tender at the rates therein set for in UCO Bank Work Order No..... dated202... and amounting to the sum of Rs.(Rupees only) inclusive of all Taxes .

NOW IT IS HEREBY AGREED AS FOLLOWS:

The following documents attached hereto shall be deemed to form an integral part of this Agreement:

- (a) Work order letter no-..... dated
- (b) R.F.P.(Request For Proposal) dated
- (b) Corrigendum (if any) dated

Scope of work: Structural Repairs and Miscellaneous Works at UCO Bank Zonal Office Building at No:328, Thambu Chetty Street, Chennai – 600 001

1 .Price and Taxes:

i) The price shall be firm and binding without any escalation through out the contract period i.e.(Till Completion of Work).The prices (in Indian Rupees) should indicate All inclusive Price of the equipment [i.e. basic price, transportation, insurance (to cover equipment during the transit, installation at site and handing it over to the Bank), Duties, installation charges, comprehensive on site warranty of one year covering all parts, consumables, labour etc]

GST should be shown separately . If the Bidders fails to include them in the tender, no claim thereof will be considered by the Bank afterwards.

ii) Additional Terms & Condition on GST are as follows:

- Supplier/service provider to confirm that the GST amount charged in invoice is declared in its returns and payment of taxes is also made.
- The Supplier/ Service Provider agrees to comply with all applicable GST laws, including GST acts, rules, regulations, procedures, circulars & instructions there under applicable in India from time to time and to ensure that such compliance is done within the time prescribed under such laws. Supplier/Service Provider should ensure that accurate transaction details, as required by GST laws, are timely uploaded in GSTN². In case there is any mismatch between the details so uploaded in GSTN by Supplier/ Service Provider and details available with UCO Bank, then payments to Supplier/Service Provider to the extent of GST relating to the invoices/s under mismatch may be retained from due payments till such time the accurate tax amount is finally reflected in the GSTN to UCO Bank's Account and is finally available to UCO Bank in terms of GST laws and that the credit of GST so taken by UCO Bank is not required to be reversed at a later date along with applicable interest.
- UCO Bank has the right to recover monetary loss including interest and penalty suffered by it due to any non-compliance of tax laws by the supplier/service provider. Any loss of input tax credit to UCO Bank for the fault of supplier shall be recovered by UCO Bank by way of adjustment in the consideration payable or otherwise.
- Supplementary invoices/debit note/credit note for price revisions to enable UCO Bank to claim tax benefit on the same shall be issued by Vendor for a particular year before September of the succeeding financial year.

The purchase order/ work order shall be void, if at any point of time Vendor are found be to a black listed dealer as per GSTN rating system and further no payment shall be entertained.

2. Placement of Order/Letter Of Indent(LOI):

Bank will issue the LOI as per requirement accordingly with details terms & conditions.

3. Terms of Payment : Bank will not pay any advance. Final payment will be released against Vendor's bill after satisfactory completion of the project of the full quantity, subject to compliance of terms of contract by the contractor and statutory deductions as per Rule. Interim payment will be released after delivery of all materials at site. Minimum value of works for claiming **interim payment will be Rs.20.00Lakh considering** delivery of materials at site upon production of proper documentary evidence. No payment shall be made until the Bank Guarantee and original papers of insurance are furnished.

4.a. Performance Bank Guarantee:

Successful Bidders will have to submit a performance Bank Guarantee equivalent to 10% of work order value prior to or at the time of execution of the Agreement for five years with a claim period of further three months (Defect Liability Period will be started from the date of virtual completion of work). The Bank Guarantee to be issued by any Nationalized Bank or any scheduled commercial Bank banking in India other than UCO Bank or its subsidiary, as

per enclosed format in Annexure-1 . Any defect in the work or operational service, arising out during the period and not attended by the contractor within two days from the date of reporting the defect, will be rectified by the Bank through some other agency and the cost thereof will be recovered from the company and or by invoking the B.G. The performance Bank Guarantee will be returned to the contractor after Defect Liability Period . Bank has the right to invoke the BG for any non-compliance of the terms & conditions of this RFP or the Contract to be executed between the selected bidder and the Bank at any point of time without prejudice to its other rights and remedies available under the Contract and/or the Law (s) for the time being in force.

4.b Insurance: Successful bidder will insure the work with third party liability, at their own cost in joint name of the Bank with 1st name being of 'UCO Bank', within 14 (Fourteen) days from the date of issue of this work order or handing over of site which ever is later and keep the same valid until virtual completion of the work, by an 'ALL RISK' insurance policy for full value of the contract. The insurance policy is to be submitted to us in original.

4.C. Execution of Agreement: The successful bidders will have to execute an Agreement with Bank in non-judicial stamp paper of requisite value purchased in favour of the vendor or UCO Bank and as per the draft of Agreement as per Annexure-II which should be notarized.

5. INTEGRITY: Integrity Pact(IP) as per Bank's format as per Annexure-V on Non-Judicial Stamp Paper of appropriate value has to be submit under Part-I(Technical Bid) of Tender documents. Integrity Pact, in respect of a particular contract, shall be operative from the date Integrity Pact is signed by both the parties till the final completion of the contract. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings. Integrity Pact shall cover all phases of contract i.e. from the stage of Notice Inviting Tenders (NIT)/Request for Proposals (RFP) till the conclusion of the contract i.e. final payment or the duration of warrantee/guarantee. Format of Integrity Pact is attached as Annexure for strict compliance.

Each and Every bidder has to execute pre contract integrity pact as per Bank's format as per (Annexure-V) on non-judicial stamp paper of appropriate value.

6.Taxes and Duties: The bidder will be entirely responsible to pay all taxes whatsoever in connection with delivery of the services at the sites including incidental services and commissioning. Wherever the laws and regulations require deduction of such taxes at the source of payment, Bank shall effect such deductions from the payment due to the vendor. The remittance details of amount so deducted and issue of certificate for such deductions shall be made by Bank as per the laws and regulations in force.

Nothing in the contract shall relieve the vendor from his responsibility to pay any tax that may be levied in India/abroad on income and profits made by the vendor in respect of this contract.

7.AUTHORIZED SIGNATORY :The selected bidder shall indicate the authorized signatories who can discuss and correspond with BANK, with regard to the obligations under the contract. The selected bidder shall submit at the time of signing the contract a certified copy of the resolution of their board, authenticated by the company secretary, authorizing an official or officials of the bidder to discuss, sign agreements/contracts with BANK, raise invoice and accept payments and also to correspond. The bidder shall provide proof of signature identification for the above purposes as required by BANK.

8.CLARIFICATIONS ON AND AMENDMENTS TO RFP DOCUMENT: Prospective bidders may seek clarification on the RFP document by letter/fax/e-mail till the date and time mentioned in this RFP. Further, **at least 7 days** prior to the last date for bid-submission, the Bank may, for any reason, whether at its own initiative or in response to clarification(s) sought from prospective bidders, modify the RFP contents by amendment. Clarification /Amendment, if any, will be

notified on Bank's website and such notification shall be deemed to be sufficient notice to all. No individual communication will be sent to any bidder in this regard. On the issue of any such notice regarding modification of contents of RFP, this RFP shall be read as if such modification were part of the original RFP.

9. Liquidated Damage: In case of failure to complete the work within the stipulated period of time by fault of the successful vendors, liquidated damage @ 1% of the accepted contract sum for delay of each week or part thereof shall be recovered from successful vendors. The total of liquidated damage shall be subject to a maximum of 10% of the accepted contract value, accrual of which entitles us to rescind the contract.

10. TERMINATION FOR DEFAULT(S)

Bank reserves its right to cancel the work/purchase order and/ or terminate this Agreement by giving 15 days' prior notice in writing to the Vendor without prejudice to its rights and contentions available under this Agreement or under the Law (s) for the time being in force in the following circumstances: -

- a) Unnecessary or unwarranted delay in execution of the work allotted.
- b) Delay in providing the requisite manpower at the Bank's site.
- c) The vendor violates any Laws, Rules, Regulations, Bye-Laws, Guidelines, and Notifications etc.
- d) Breach of trust is noticed during any stage of the consultancy assignment.
- e) The selected bidder commits a breach of any of the terms and conditions of the bid.
- f) The selected bidder goes in to liquidation voluntarily or otherwise.
- g) An attachment is levied or continues to be levied for a period of 7 days upon the effects of the bid.
- h) If it is found at any stage that the bidder has concealed any important information or has submitted any false information or declaration particularly regarding any pending legal action or blacklisting status.
- i) If there is any conflict of interest.
- j) An attachment is levied or continues to be levied for a period of seven days upon effects of the contract.
- k) If fails to complete the assignment as per the time lines prescribed in the Purchase order/ Agreement and/or within the extension, if any allowed.

In addition to the cancellation of work order/termination of the master contract, the Bank reserves the right to appropriate the damages from the earnest money deposit (EMD) provided by the selected bidder and/or forfeit the Performance Bank guarantee furnished by the vendor or other wise. The Bank also reserves the right to recover any dues payable by the selected bidder from any amount outstanding to the credit of the selected bidder, including the pending bills and security deposit, if any, under this contract or any other contract/order.

Notwithstanding anything contained hereinbefore, Bank shall have the right to terminate the contract at any time at its own convenience by serving a prior written notice **of 15 days to the vendor without assigning any reason and without cost or compensation therefor.**

11. CONSEQUENCES OF TERMINATION: The Bank at its sole discretion shall invoke the Performance Guarantee, and the Indemnity furnished towards non performance/non Compliance of the terms and conditions of the work order/contract by the Contractor/Vendor, without prejudice to its rights and conditions available under the Law for the time being in force.

12 Date of Commencement of work: The work shall be deemed to be commenced from seventh day from the date of receipt of work order or handing over of site which ever is earlier. The work should be started in consultation **Zonal Office GAD, Chennai.**

13. Time of Completion: 3(three) months from the stipulated date of commencement of the work.

14. RESPONSIBILITY FOR COMPLETENESS: Any supplies and services which might not have been specifically mentioned in this R.F.P/tender / contract but are necessary for the design, manufacture, supply, testing, handing over, operationalizing, performance or completeness of the contract, shall be provided / rendered as per the time schedule for the efficient and smooth operation and maintenance of the system under Indian conditions. The approval by the Bank at any stage for any supplies by the vendor shall not relieve the vendor of his obligation.

15. DISPUTE RESOLUTION MECHANISM: The Vendor and The Bank shall endeavor their best to amicably settle all disputes arising out of or in connection with the Contract in the following manner:

a. The Party raising a dispute shall address to the other Party a notice in writing requesting an amicable settlement of the dispute within seven (7) days of receipt of the notice.

b. The matter will be referred for negotiation between designated officials of the Bank /Purchaser and the Authorised Official of the Bidder. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15 days.

In case any dispute between the Parties, does not settle by negotiation in the manner as mentioned above, the same shall be resolved exclusively by arbitration and such dispute may be submitted by either party for arbitration within 20 days of the failure of negotiations. Arbitration shall be held in Kolkata and conducted in accordance with the provisions of Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof. Each Party to the dispute shall appoint one arbitrator each and the two arbitrators shall jointly appoint the third or the presiding arbitrator.

The "Arbitration Notice" should accurately set out the disputes between the parties, the intention of the aggrieved party to refer such disputes to arbitration as provided herein, the name of the person it seeks to appoint as an arbitrator with a request to the other party to appoint its arbitrator within 45 days from receipt of the notice. All notices by one party to the other in connection with the arbitration shall be in writing and be made as provided in this tender document. The arbitrators shall hold their sittings at Kolkata.

The arbitration proceedings shall be conducted in English language. Subject to the above, the courts of law at Kolkata alone shall have the jurisdiction in respect of all matters connected with the Contract/Agreement. The arbitration award shall be final, conclusive and binding upon the Parties and judgment may be entered thereon, upon the application of either party to a court of competent jurisdiction.

Each Party shall bear the cost of preparing and presenting its case, and the cost of arbitration, including fees and expenses of the arbitrators, shall be shared equally by the Parties unless the award otherwise provides. The Bidder shall not be entitled to suspend the Service/s or the completion of the job, pending resolution of any dispute between the Parties and shall continue to render the Service/s in accordance with the provisions of the Contract/Agreement.

16. GOVERNING LAWS AND JURISDICTION: This contract shall be governed by and construed in accordance with the Laws of India for the time being in force and all the dispute(s) or difference(s) arising out of or in connection with the contract shall be subject to the exclusive jurisdiction of the courts at Chennai.

17. NOTICES: Notice or other communications given or required to be given under the contract shall be in writing and shall be faxed/e-mailed followed by either hand-delivery with acknowledgement thereof, or transmitted by pre-paid registered post or courier. Any notice or other communication shall be deemed to have been validly given on date of delivery if

hand delivered & if sent by registered post than on expiry of seven days from the date of posting.

18. PUBLICITY: Any publicity by the bidder in which the name of Bank is to be used should be done only with the explicit prior written permission of Bank. The Vendor shall not make or allow to make a public announcement or media release about any aspect of the Contract unless BANK first gives the Vendor its prior written consent.

19. FORCE MAJEURE: Force Majeure is herein defined as any cause, which is beyond the control of the selected bidder or BANK as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as:

4. Natural phenomenon, including but not limited to floods, droughts, earthquakes and epidemics
5. Acts of any government, including but not limited to war, declared or undeclared priorities, quarantines and embargos
6. Terrorist attack, public unrest in work area

Provided either party shall within 10 days from occurrence of such a cause, notify the other in writing of such causes. The bidder or BANK shall not be liable for delay in performing his/her obligations resulting from any force majeure cause as referred to and/or defined above.

Any delay beyond 30 days shall lead to termination of contract by parties and all obligations expressed quantitatively shall be calculated as on date of termination. Notwithstanding this, provisions relating to indemnity, confidentiality survive termination of the contract.

20. CONFIDENTIALITY: The bidder must undertake that they shall hold in trust any Information received by them, under the Contract/Agreement, and the strictest of confidence shall be maintained in respect of such Information. The bidder has also to agree:

- To maintain and use the Information only for the purposes of this Contract/Agreement and only as permitted by BANK;
- To only make copies as specifically authorized by the prior written consent of Bank and with the same confidential or proprietary notices as may be printed or displayed on the original;
- To restrict access and disclosure of Information to such of their employees, agents, strictly on a "need to know" basis, to maintain confidentiality of the Information disclosed to them in accordance with this Clause and
- To treat all Information as Confidential Information.
- Conflict of interest: The Vendor shall disclose to BANK in writing, all actual and potential conflicts of interest that exist, arise or may arise (either for the Vendor or the Bidder's team) in the course of performing the Service(s) as soon as practical after it becomes aware of that conflict.

21. NON-TRANSFERABLE OFFER: This Request for Proposal (RFP) is not transferable. Only the bidder who has purchased this document in its name or submitted the necessary RFP price (for downloaded RFP) will be eligible for participation in the evaluation process. There will not be any type of outsourcing.

The bidder should also submit an undertaking to the effect that he has not made any modification in the original copy of RFP and his bid would be liable for rejection for any violation of the above.

22. PERIOD OF VALIDITY OF BID: Bids shall remain valid for Ninety days after the date of bid opening prescribed by BANK. BANK holds the rights to reject a bid valid for a period Ninety days as non-responsive, without any correspondence. In exceptional circumstances, BANK may solicit the Bidder's consent to an extension of the validity period.

The request and the response thereto shall be made in writing. Extension of validity period by the Bidder should be unconditional and irrevocable. The Bid Security provided shall also be

suitably extended. A bidder acceding to the request will neither be required nor be permitted to modify its bid. A bidder may refuse the request without forfeiting its bid security. In any case the bid security of the bidders will be returned after completion of the process.

23. ADDRESS OF COMMUNICATION: Offers/bid should be addressed to the address given in this RFP

24. PRELIMINARY SCRUTINY: BANK will scrutinize the offers/bids to determine whether they are complete, whether any errors have been made in the offer/bid, whether required technical documentation has been furnished, whether the documents have been properly signed, and whether items are quoted as per the schedule.

BANK may, at its discretion, waive any minor non-conformity or any minor irregularity in an offer/bid. This shall be final, conclusive and binding on all bidders and BANK reserves the right for such waivers.

25. NO COMMITMENT TO ACCEPT LOWEST OR ANY OFFER/BID: BANK shall be under no obligation to accept the lowest or any other offer received in response to this offer notice and shall be entitled to reject any or all offers without assigning any reason whatsoever. BANK has the right to re-issue tender/bid.

BANK reserves the right to make any changes in the terms and conditions of purchase that will be informed to all bidders. BANK will not be obliged to meet and have discussions with any bidder, and/or to listen to any representations once their offer/bid is rejected. Any decision of BANK in this regard shall be final, conclusive and binding upon the bidder.

26. SIGNING OF THE BID: The bid shall be signed by a person or persons duly authorized by the Bidder with signature duly attested. In the case of a body corporate, the bid shall be signed by the duly authorized officers and supported by internal corporate authorizations.

27. COSTS OF PREPARATION & SUBMISSION OF BID: The bidder shall bear all costs for the preparation and submission of the bid. BANK shall not be responsible or liable for reimbursing/compensating these costs, regardless of the conduct or outcome of the bidding process.

28. SUBCONTRACTING: The Bidder will not subcontract or delegate or permit anyone other than the Bidder personnel to perform any of the work, service or other performance required of the Bidder under this agreement without the prior written consent of the Bank and the bank's decision in this regard will be final and acceptable to the bidder.

29. OWNERSHIP AND RETENTION OF DOCUMENTS

- BANK shall own the documents, prepared by or for the selected bidder arising out of or in connection with the Contract.
- Forthwith upon expiry or earlier termination of the Contract and at any other time on demand by BANK, the Vendor shall deliver to BANK all documents provided by or originating from BANK/ Purchaser and all documents produced by or from or for the Vendor in the course of performing the Service(s), unless otherwise directed in writing by BANK at no additional cost.
- The selected bidder shall not, without the prior written consent of BANK/ Purchaser store, copy, distribute or retain any such Documents.
- The selected bidder shall preserve all documents provided by or originating from BANK/ Purchaser and all documents produced by or from or for the Vendor in the course of performing the Service(s) in accordance with the legal, statutory, regulatory obligations of UCO BANK/Purchaser in this regard.

30. Signing of Contract/Agreement

The successful bidder / Contractor is required to enter into a Contract as per Bank's prescribed format within 15 days from the date of acceptance of Bank's offer valid upto

completion of job effective from the date of execution of contract, unless terminated earlier by the Bank by serving 15 days prior notice in writing to the Contractor/ selected bidder at its own convenience without assigning any reason and without any cost or compensation therefor.

The failure, delay or evasion on the part of the successful bidder to execute the Contract within the period mentioned will entitle the Bank to forfeit the Earnest Money deposited by the successful bidder/Consultant, without further notice to the successful bidder/ Consultant. Further, the failure, delay or evasion on the part of the successful bidder / consultant to commence project within 15 days from the date of execution of the Master Contract will result in termination of the Contract and invocation of the Bank Guarantee by the Bank without prejudice to its other rights and remedies available under the contract and/or Law(s) for the time being in force.

31. Bank reserves the right to the following:

Bank reserves its rights, without giving any reason whatsoever and without any cost or compensation therefor, to.

- Reject any or all proposals received in response to the RFP
- Reject the proposals received in response to the RFP containing any deviation from the payment terms as stipulated in RFP.
- Waive or Change any formalities, irregularities, or inconsistencies in RFP.
- Extend the time for submission of proposal.
- Modify the RFP document, by an amendment that would be notified on the Bank's website.
- Independently ascertain information from the Banks and other institutions / companies to which the bidder has already extended IFRS / Converged Indian Accounting Standards (IND-AS) services for similar assignment.
- Modify the time period stipulated above for completion of assignment during the execution of assignment if it deems fit.

32. Forfeiting of Bid Security/EMD: The Bid security/EMD may be forfeited: -

d) if a Bidder withdraws its Bid during the period of Bid validity specified in the RFP or

e) if it was found that the successful Bidder had made any statement or had enclosed any documentary evidence which turns out to be false/incorrect at any time till the bank's final settlement of the bills submitted by the bidder, for the audit assignment undertaken by the bidder.

f) The bid security amount will be forfeited if the vendor refuses to accept work order or having accepted the work order fails to carry out his obligations mentioned therein.

g)

33. Compliance Confirmation: The Bidder must submit unconditional and unambiguous compliance confirmation to all the terms and conditions stipulated in the RFP .

34.Proposal Ownership: The proposal and all supporting documentation submitted by the bidders shall become the property of the Bank. The proposal and documentation may be retained, returned or destroyed as the Bank decides.

35.Dispute resolution mechanism

The Vendor and the Bank shall endeavour their best to amicably settle all disputes arising out of or in connection with the Contract in the following manner:

a. The Party raising a dispute shall address to the other Party a notice requesting an amicable settlement of the dispute within seven (7) days of receipt of the notice.

b. The matter will be referred for negotiation between authorised representative of UCO BANK and the Authorized Official of the Vendor. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15 days.

In case any dispute between the Parties, is not settled by negotiation in the manner as mentioned above, the same may be resolved exclusively by arbitration and such dispute may be submitted by either party for arbitration within 15 days of the failure of negotiations. Each Party to the dispute shall appoint one arbitrator of their own choice and the two appointed arbitrators shall appoint the third arbitrator who will act as the presiding arbitrator. Arbitration shall be held in Chennai and conducted in English as per provisions of Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof.

The "Arbitration Notice" should accurately set out the disputes between the parties, the intention of the aggrieved party to refer such disputes to arbitration as provided herein, the name of the person it seeks to appoint as an arbitrator with a request to the other party to appoint its arbitrator within 45 days from receipt of the notice. All notices by one party to the other in connection with the arbitration shall be in writing and be made as provided in this tender document.

The Vendor shall not be entitled to suspend the Service/s or the completion of the job, pending resolution of any dispute between the Parties, rather shall continue to render the Service/s in accordance with the provisions of the SLA notwithstanding the existence of any dispute between the Parties or the subsistence of any arbitration or other proceedings.

36. Others Terms-

A. Nothing contained in this Agreement shall be construed as establishing or creating between the Parties, a relationship of master and servant or Bank and agent.

B. The Vendor shall notify to Bank of any material change in their status, in particular, where such change would impact on performance of obligations under this Agreement.

C. The Vendor shall be jointly and severally liable to and responsible for all obligations for performance of works including that of its Associates under the Agreement.

D. The Vendor shall at all times indemnify and keep indemnified Bank any claims in respect of any damages or compensation payable in consequences of any accident or injury sustained or suffered by its (Agency) employees or agents or by any other 3rd Party resulting from or by any action, omission or operation conducted by or on behalf of the Agency.

E. Governing Laws & Jurisdiction of the court

This Agreement shall be governed by the Law(s) of India for the time being in force and the Rules made thereunder from time to time and all the dispute(s) or difference(s) arising out of or in connection with the contract shall be subject to the exclusive jurisdiction of the courts of KOLKATA.

F. All other Terms & Conditions will remain same as stipulated in our R.F.P and subsequent Corrigendum dated Please note that work order no.....dated..... along with your offer, the minutes of pre-bid meeting held on, the article of agreement etc would form part of the contract document.

G. **Non-Disclosure** : The Vendor must undertake that they shall hold in trust any information received by them, under the Contract/Agreement, and shall maintain confidentiality of such information.

H. **Non Assignment**: Vendor shall agree that neither the subject matter of the agreement nor any right here in shall be transferred, sub-contracted, assigned or delegated to any third party by the successful bidder without prior written consent of the Bank.

In witness where of the Bank and the vendor have set their respective hands on the day and year first herein above written.

Signed on behalf of the UCO Bank

Signature on behalf

of the vendor

By its duly authorized Officer

in presence of:

In presence of:

1) Signature.....

1) Signature.....

Name with address:

Name with address:

2) Signature.....

2) Signature.....

Name with address

Name with address

ANNEXURE-V

SCOPE OF WORK

The work consists of **Turnkey Project towards Structural Repairs and Miscellaneous Works at UCO Bank Zonal Office Building at No:328, Thambu Chetty Street, Chennai – 600 001. The renovation works includes Civil, Electrical & Furnishing interior works** in accordance with the "schedule of quantities". It includes furnishing all material, labour, tools and equipment, scaffolding and management necessary for the incidental to the construction and completion of the work. All work, during its progress and upon completion, shall conform to the lines, elevations and layout as shown on the drawings furnished by the Employer/architects. Should any detail essential for efficient completion of the work be omitted from the drawings and specifications it shall be the responsibility of the contractor to inform the Employer/Architects and to furnish and install such detail with work the same will be acceptable and ready for use. Employer/Architects may in their absolute discretion issue further drawings and/or written instructions, details, directions and explanations, which are, hereafter collectively referred to as "the Employer/architects instructions in regard to:

- c) The variation or modification of the design quality or quantity of works or the addition or omission or substitution of any work.
- d) Any discrepancy in the drawings or between the schedule of quantities and/or specification.
- e) The removal from the site of any defective material brought thereon by the contractor and the substitution of any other material thereof.
- f) The demolition removal and /or re-execution of any work executed by the contractor/s.
- g) The dismissal from the work of any person employed thereupon.
- h) The opening up for inspection of any work covered up.
- i) The rectification and making good of any defects under clauses hereinafter mentioned and those arising during the maintenance period (retention/defect liability period).

The contractor shall forthwith comply with and duly execute any work comprised in such Bank instructions, provided that verbal instructions, directions and explanations given to the contractor or his/her representative upon the work by the Bank shall, if involving a variation, be confirmed in writing to the contractor within seven days. No work for which rates are not specifically mentioned in the priced schedule of quantities shall be taken up without written permission of the Bank. **In case of any extra item of work other than the items quoted or extra quantity of work, crops up during the execution of work, prior approval for execution of such work and the amount involved therein should be obtained well in advance from the General Administration Department, UCO Bank, Zonal Office-Chennai, for the extra item of work. Any extra work carried out without obtaining such prior approval at the risk & cost of the contractor.**

Clarification, if any, to be obtained from:

Name of architect – M/s Arun Architect – Contact No. 9444016095

TOOLS, STORAGE OF MATERIALS, PROTECTIVE WORKS AND SITE OFFICE REQUIREMENTS

Protective Measures: The contractor from time to time of being placed in possession of the site must make suitable arrangements for watching, lighting and protecting the work, the site and surrounding property by day, by night, on Sundays and other holidays.

Contractor shall indemnify the Employer against any possible damage to the building, roads, or members of the public in course of execution of the work.

The contractor shall provide necessary temporary enclosures, gates, entrances etc. for the protection of the work and materials and for altering and adopting the same as may be required and removing on completion of the works and making good all works disturbed.

Storage of Materials: The contractor shall provide and maintain proper sheds for the proper storage and adequate protection of materials etc. and other work that may be executed on the site including the tools and materials of nominated sub-contractors and remove same on completion.

Tools: All instruments found necessary on the works shall be provided by the contractor for the due performance of this contract as instructed by the site Engineer.

The contractor should over in his rates for making provisions for all reasonable facilities for the use of his scaffolding, tools and plant etc. by nominated sub-contractors for their work.

CLEARING SITE AND SETTING OUT WORKS

The site shown on the plan shall be cleared of all obstructions and materials rubbish of all kinds. If at any time, any error shall appear during the progress of any part of the work irrespective of the fact that the layout had been approved by the Employer /Architects, the contractor shall at his own expenses rectify such error, if called upon to the satisfaction of the Employer. The contractor shall further set out the works to the alternative positions at the site until one is finally approved and the rates quoted in his tender should include for this and no extra on this account will be entertained.

ACCESS

Any authorized representative of the Employer shall at all reasonable times have free access to the work and/or to the workshops, factories or other places where materials are being prepared or constructed for the work and also to any place where the materials are lying or from where they are being obtained, and the contractor shall give every facility to the Employer or their representative necessary for inspection and examination and the Employer no person shall be allowed at any time without the written permission of the Employer.

MATERIALS, WORKMANSHIP, SAMPLES, TESTING OF MATERIALS

All the works specified and provided for in the specifications or which may be required to be done in order to perform and complete any part thereof shall be executed in the best and most workman like manner with materials of the best and approved quality of the respective kinds in accordance with the particulars contained in and implied by the specifications and

as represented by the drawings or according to such other additional particulars, and instructions as may from time to time be given by the Employer /Architects during the execution of the work, and to his entire satisfactions.

If required by the Employer/Architects the contractor shall have to carry out tests on materials and workmanship in approved materials testing laboratories or as prescribed by the Employer/Architects at his own cost to prove that the materials etc., under test conform to the relevant I.S.I. standards or as specified in the specifications. All the materials (except where otherwise described) stores and equipment required for the full performance of the work under the contract must be provided through normal channels and must include charge for import duties, sales tax, octroi and other charges and must be the best of their kind available and the contractor/s must be entirely responsible for the proper and efficient carrying out of the work. The work must be done in the best working manner. Samples of all material to be used must be submitted for written approval from Employer/Architects must be obtained prior to placement of order.

Should the work be suspended by reason of rain, strike, lock-outs or any other cause, the contractor shall take all precautions necessary for the protection of work and at his own expenses shall make good any damage arising from any of these causes.

The contractor shall cover up and protect from damage, from any cause, all new work and supply all temporary/doors, protection to windows, and any other requisite protection for the execution of the work whether by himself or special tradesmen or nominated sub-contractor and any damage caused must be made good by the contractor at his own expenses.

List of Materials of Approved Brand and / or Manufacture

(CIVIL WORK)

SL. No.	MATERIALS	MANUFACTURERS
1.	CEMENT	L&T, BIRLA, RAMCO
2.	READY MIXED CONCRETE	L & T, BIRLA, RAMCO
3.	HYSD / MILD STEEL (TMT)	TATA / VSP
4.	ANTI-TERMITE CHEMICALS	CHLOROPYROPHOSEMULSIFIABLE CONCENTRATES OR EQUIVALENT
5.	CLAY BRICKS	LIGHT WEIGHT CLAY BRICKS FROM ANY MANUFACTURER OF REPUTE TO BE GOT APPROVED FROM BANK.
6.	FLUSH DOOR SHUTTERS	KUTTYS, ELEGANT, SHAKTHI
7.	GLASS (PLAIN/PIN HEADED/TINTED)BRASS,ALUMINIUM HARDWARE/FITTINGS	MODI FLOAT, SAINT- GOBAIN, ASAHI
8.	BRASS MORTICE LOCKS & LATCHES	EBCO, HETTICH, OR EQUIVALENT
9.	LATCHES WITH INTERNAL LOCKS	DOORSET, EBCO, HETTICH
10.	HYDRAULIC DOOR CLOSER AND FLOOR SPRING	GODREJ, EVERITE, DORMA
11.	ALUMINIUM DOOR, WINDOW AND VENTILATOR SECTIONS	JINDAL, INDAL, HINDALCO
12.	PVC WATER PIPES	SUPREME, FINOLEX ,PRINCE
13.	WATER PROOFING MATERIAL / COMPOUND FOR ROOF TOPS AND SUNKEN FLOOR	FOSROC, DR.FIXIT, BASF, SIKA OR EQUIVALENT APPROVED MAKE
14.	VITRIFIED TILES, GLAZED TILES, CERAMIC TILES	KAJARIA,JOHNSON, NITCO
15.	CEMENT BASE PAINTS	SNOWCEM PLUS (M/S KILICK NIXON) OR EQUIVALENT
16.	SYNTHETIC ENAMEL PAINT	ASIAN PAINTS ,NEROLAC, BERGER
17.	EXTERIOR EMULSION	ASIAN PAINT, NEROLAC, BERGER
18.	TEXTURE PAINT	SPECTRUM OR EQUIVALENT
19.	POLYSULPHIDE SEALANT	PIDILITE, FOSROC OR EQUIVALENT
20.	WOODEN FLOORING	PERGO ,WIPARQUET , OR EQUIVALENT
21.	BLINDS	HUNTER DOUGLAS, MAC
22.	Ply Board & Ply wood	Green Ply, Century, Mayur

	(MR Grade plywood)	
23	Laminate	Skirting at lintel level: Merino 1122 (Kingfisher blue)
		Main – Marino – 854 (Nice pear)
		Shutter box (Front& sides) – Kingfisher blue
		shutter box (bottom): Merino – 1057 (Marie gold yellow)
		Storage cabinet (Incl.edge lipping): Merino –854 Nice pear)
		Access lock pillar: Merino – 854 (Nice pear)
		for inside portion of the room Merino 1122 (Kingfisher blue)
		for outside portion, or matching shades in Greenlam, Century, DuriAn.

Note –

1. Materials mentioned in the specification shall be used for the work. If specified material is not available prior approval of the Employer shall be taken to use other brands.
2. Preference of makes, supply of items should be consulted with client/consultant before effecting of supply.

NAME AND ADDRESS OF THE CONTRACTOR:

SIGN & SEAL OF THE CONTRACTOR:

Date:

Place:

REMOVAL OF IMPROPER WORK

The Employer shall during the progress of the work have power to order in writing from time to time the removal from the work within such reasonable time or time as may be specified in the order of any materials which in the opinion of the Employer architects are not in accordance with specification or instructions, the substitution or proper re-execution of any work executed with materials or workmanships 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 employ and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereto as certified by the Employer/Architects shall be borne by the contractor or may be deducted from any money due to or that may become due to the contractor. No certificate which may be given by the Architects shall relieve the contractor from his liability in respect of unsound work or bad materials.

UCO BANK

ANNEXURE-VI

FORMAT OF INTEGRITY

(To be executed on non-judicial stamp paper of requisite value)

UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 as amended from time to time having its Head Office at No.10, BTM Sarani, Kolkata-700001 hereinafter referred to as "**Bank**" (which expression shall unless excluded by or repugnant to the subject or context be deemed to mean and include its assigns, administrators and successors) of the "**ONE PART**

And

..... Hereinafter referred to as "The Bidder/Contractor".

Preamble

The Bank intends to award, under laid down organizational procedures, contract/s for.....The Bank values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder (s) and / or contractor (s).

Section 1 – Commitments of the Bank.

1.The Bank commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

a. No employee of the Bank, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

b. The Bank will during the tender process treat all Bidder(s) with equity and reason. The Bank will in particular, before and during the tender process, provide to all Bidders (s) the same information and will not provide to any Bidders (s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the process or the contract execution.

c. The Bank will exclude from the process all known prejudiced persons.

2. If the Bank obtains information on the conduct of any of its employees which is criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Bank will inform the Chief Vigilance Office and in addition can initiate disciplinary actions.

Sections 2 – Commitments of the Bidder (s)/Contractor(s)

1.The bidder(s) /contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

a. The Bidder(s) contractor(s) will not directly or through any other persons of firm, offer promise or give to any of the Bank's employees involved in the tender process of the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to in order to obtain in exchange any advantage or during the execution of the contract.

b. The Bidder(s) /Contractor(s) will not enter with other Bidders into any undisclosed agreement of understanding, whether formal or informal. This applies in particular to prices,

specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process .

c. The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act, further the Bidder(s) / contractors will not use improperly for purposes of competition or personal gain, or pass on to others, any information or document provided by the Bank as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

d. The Bidder(s) / Contractor (s) of foreign origin shall disclose the name and address of the Agent/representatives in India, if any. Similarly the bidder(s)/contractor(s) of Indian Nationality shall furnish the name and address of the foreign Banks, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only.

e. The Bidder(s)/Contractor(s) will when presenting his bid, disclose any and all payments he has made is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

2. The Bidder (s) /Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3: Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/Contractor(s), before award or during execution has committed transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Bank is entitled to disqualify the Bidder (s)/Contractor(s) from the tender process or take action as per the procedure mentioned in the "Guidelines on Banning of business dealings". Copy of the "Guidelines on Banning of business dealings" is annexed and marked as Annex-B".

Section 4 : Compensation for Damages

1. If the Bank has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Bank is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.
2. If the Bank has terminated the contract according to Section 3, or if the Bank is entitled to terminate the contract according to Section 3, the Bank shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value of the amount equivalent to Performance Bank Guarantee.

Section 5 : Previous Transgression

1. The Bidder declares that no previous transgressions occurred in the last three years with any other company in any country conforming to the anti-corruption approach or with any other public sector enterprise in India that could justify his exclusion from the tender process.
2. If the bidder makes incorrect statement on this subject he can be disqualified from the tender process and action can be taken as per the procedure mentioned in "Guidelines on Banning of business dealings".

Section 6 : Equal treatment of all Bidders/Contractors/subcontractors.

1. The Bidder (s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Bank before signing the contract.
2. The Bank will enter into agreements with identical conditions as this one with all bidders, contractors and subcontractors.
3. The Bank will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 : Criminal charges against violated Bidder(s)/Contractor(s)/Sub contractor(s).

If the Bank obtains knowledge of conduct of a Bidder, Contractor or subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Bank has substantive suspicion in this regard, the Bank will inform the same to the Chief Vigilance Officer.

Section 8: – Pact Duration.

This pact begins when both parties have legally signed it, and expires for the contractor is 10 months after the last payment under the contract.

If any claim is made lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Chairman and Managing Director, UCO Bank.

Section 10 – Other provisions

- This agreement is subject to Indian Law, Place of performance and jurisdiction is the Registered Office of the Bank i.e. Kolkata.
- Changes and supplements as well as termination notices need to be made in writing.
- If the Contractor is partnership or a consortium, this agreement must be signed by all partners or consortium members.
- Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(For & on behalf of the Bank)

(For & On behalf of Bidder/Contractor)

(Office Seal)

(Office Seal)

Place_____

Place_____

Date_____

Date_____

Witness : (Name & Address) Witness : (Name & Address)

Annexure-VII**DRAFT****Letter of Undertaking & Indemnity
(To be executed on non-judicial stamp paper of requisite value)**

To
UCO Bank
General Administration Department
Zonal Office - Chennai

In consideration of UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings Act, 1970 as amended from time to time having its Head Office at 10, Biplabi Trailokya Maharaj Sarani, Kolkata-700 001 (hereinafter Referred to as "the Bank" which expression shall include its successors and assigns) at our request and on the strength of our statements and representation contained in our letter dated agreeing to appoint us as vendor/ Contractor for we,, a Company incorporated under the Companies Act, 1956 having its registered office at - (full address) do hereby irrevocably and unconditionally agree and undertake that:

- 1) We shall, at all times hereinafter, save and keep harmless and indemnified the BANK, including its respective directors, officers, and employees and keep them indemnified from and against any claim, demand, losses, liabilities or expenses of any nature and kind whatsoever and by whomsoever made in respect of the said contract and any damage caused from and against all suits and other actions that may be instituted taken or preferred against the BANK by whomsoever and all losses, damages, costs, charges and expenses that the BANK may incur by reason of any claim made by any claimant for any reason whatsoever or by anybody claiming under them or otherwise for any losses, damages or claims arising out of all kinds of accidents, destruction, deliberate or otherwise, direct or indirect, from those arising out of violation of applicable laws, regulations, notifications guidelines and also from the environmental damages, if any, which may occur during the contract period.
- 2) We shall, during the contract period, ensure that all the permissions, authorizations, consents are obtained from the local and/or municipal and/or governmental authorities, as may be required under the applicable laws, regulations, guidelines, notifications, orders framed or issued by any appropriate authorities.
- 3) Our obligations herein are independent, irrevocable, absolute and unconditional in each case irrespective of the value, genuineness, validity, regularity or enforceability of the aforesaid Agreement or the insolvency, bankruptcy, reorganization, dissolution, liquidation

or change in ownership of the BANK or Indemnifier or any other circumstance whatsoever which might otherwise constitute a discharge or defense of an indemnifier.

In case we fail to pay the losses, damages and expenses as claimed and demanded by the Bank, Bank shall be entitled to recover the amount by invoking Performance Bank Guarantee furnished by us without any prior notice to us.

- 4) This Letter of Undertaking & Indemnity shall survive the Agreement entered into between the Bank and us.

Dated, this.....day of202...

.....

(Signature of the Authorized Signatory of vendor along with the seal of the Company)

UCO BANK

ANNEXURE-VIII

SAFETY CODE

Scaffolds

i) Suitable scaffolds shall be provided for workmen for all works that cannot safely be done from the ground, or from solid construction except in the case of short duration work which can be done safely from ladders. When a ladder is used, it shall be rigid construction made either of good quality wood or steel. The steps shall have a minimum width of 450 mm and a maximum rise of 300 mm. suitable hand holds of good quality wood or steel shall be provided and the ladder shall be given an inclination not steeper than $\frac{1}{4}$ to 1 (1/4 horizontal and 1 vertical).

ii) Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be 1 m.

iii) Safe means of access shall be provided to all working places. Every ladder shall be securely fixed. No portable single ladder shall be over 9 m in length while the width between side rails in rung ladder shall in no case, be less than 290 mm for ladder upto and including 3 m in length. For longer ladders this width shall be increased at least 20 mm for each additional meter of length.

iv) A sketch of the ladders and scaffolds proposed to be used shall be prepared and approval of the Engineer obtained prior to construction.

OTHER SAFETY MEASURES

Adequate precaution shall be taken to prevent danger from electrical equipment. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or the public.

Demolition

Before any demolition work is commenced and also during the process of the work:

a) No electric cable or apparatus which is liable to be a source of danger over a cable or apparatus used by the operator shall remain electrically charged.

b) All practical steps shall be taken to prevent danger to persons employed from the risk of fire or explosion or flooding. No floors roof or other part of the building shall be so overloaded with debris or materials as to render it unsafe.

Personal Safety Equipment's

(a) All necessary personal safety equipment as considered adequate by the Engineer should be kept available for the use of the person employed on the site and maintain in a condition suitable for immediate use and the contractor should take adequate steps to ensure proper use of equipment by those concerned:

(b) The contractor shall not employ men below the age of 18 years and women on the work of painting with products containing lead or any toxic material in any form.

Wherever men above the age of 18 are employed on the work of such painting the following precautions should be taken:

- (c) No paint containing lead or lead products shall be used except in the form of paste or readymade paint. Paints like vinyl and epoxies having toxic fumes should be applied after following all precautions laid down by manufacturers.
- (d) Suitable face make should be supplied for use by the workers when paint is applied in the form of spray or a surface having lead paint dry rubbed and scraped.
- (e) Overalls shall be supplied by the contractor to the workmen and adequate facilities shall be provided to enable the working painters to wash during the cessation of work
- (f) When the work is done near any public place where there is risk of drowning all necessary equipment should be provided and kept ready for use and all necessary steps taken for prompt rescue of any person in dander and adequate provision should be made for prompt first aid treatment of all injuries likely to be sustained during the course of the work.

UCO BANK

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Honours your trust

Annexure-X



UCO BANK, ZONAL OFFICE, SECOND FLOOR, 328, THAMBU CHETTY STREET, CHENNAI – 600 001

Phone: 044: 43405556, Fax: 044-43405575,

E-mail: zochennai.gad@ucobank.co.in

TENDER DOCUMENT – PROPOSED STRUCTURAL REPAIRS AND MISCELLANEOUS WORKS AT UCO BANK ZONAL OFFICE BUILDING AT NO:328, THAMBU CHETTY STREET, CHENNAI – 600 001.

PART-II FINANCIAL BID

Tender reference: UCO/ZOCHE/GAD/ 36 /2025-26

Date: 30/07/2025

SUMMARY

Sl.No	Description of items	Amount (RS)
A	Pressed Tiles Area Water Proofing	
B	Strengthening of RCC Members (Medium Distressed Coloumn and Beams	
C	Treatment of SunShades – Mild Distressed Water Proofing Treatment	
D	SunShades High Distressed 5 th Floor Facing towards East 4 Nos	
E	Terrace Roofing Sheet Water Proofing @ Terrace Level open to Sky	
F	Painting	
G	Medium Distressed members @ Elevation facing towards Road	
H	Scaffolding	
I	Treatment of Toilets (Gents and Ladies @ 2 nd Floor)	
	Electrical & Plumbing	
	Sub Total	

Date

Place

Signature of contractor and Seal

SCHEDULE OF QUANTITIES					
S.No.	Description of Work	UOM	Qty	Rate INR	Total INR
A	Pressed Tiles Area Water Proofing				
Location	Terrace Area-Central portion, West Side, Sixth Floor Sunshade, Head Room, First Floor Sunshade @ Elevation facing Road and Terrace above Staircase area towards South facing Road.				
1.	Removal of existing pressed tiles till parent concrete and disposal of debris at Ground Floor level including disposal from the premises, complete., etc., followed by Surface Preparation including removal of loose mortar, dust, dirt, laitance, and treatment of Cracks, etc., complete.,	Sqft	5836		
2.	Cementitious Injection grouting by drilling & fixing nozzles @ 1m C/c in equal intervals, all round the RCC Slab and fixing PVC pipes of 18mm diameter using quick setting cement. Grout the points so fixed with cement added with Nippo Grout Admix shrinkage compensating admixture at the rate of 150grams per bag of cement using hand operated grouting machine. Cost is inclusive of material and labour.	Nos.	350		
3.	Application of Single Component PU, Walltron Ecothane/Nippo Elastothane in two coat application with first coat as primer coat with Pro floor 125 WB followed by 2 coats of PU Coating with the final coat is at the right angle to the previous coat and the coating is being taken up to 300 mm on the parapet wall.	Sqft	5836		
4.	Supply and laying of concrete screed for an average thickness of 50mm with required slope as per site condition. The concrete shall be laid using 12mm downgraded aggregates mixed with waterproofing admixture, Nippo Proof IWP at the rate of 150ml per bag of cement. A bond coat using cement mixed with Nippocrete AR and sufficient water shall be applied prior to the application of the concrete screed. Grooves shall be installed using threads at regular intervals based on the site condition. The same shall be cured for a minimum of 7 days.	Sqft	5836		

S.No.	Description of Work	UOM	Qty	Rate INR	Total INR
5.	Corner coving is done alround in CM 1:4 by admixing Nippo Crete AR @ 200 ml per bag of cement and finish off neatly.	RFT	480		
6.	Laying of good quality pressed tiles in CM 1:4 by admixing Nippo Proof IWL @ 150 ml per bag of cement with proper button marks to the gradient and finish off neatly followed by Tile Grouting, complete, etc.,	Sqft	5836		
Sub-Total- (A)					
B.	Strengthening of RCC members (medium distressed) -Column and Beams				
Location	Column C1, C2 G C3 marking at North- East on the Terrace, 2 Columns @ North facing roadside Toilet Lintel Beam @ 2nd Floor				
7.	Chipping and Removal for existing plastering and spalled concrete and disposal of debris at Ground Floor level including disposal from the premises, complete., etc.,	Sqft	240		
8.	Provision of 1 mm welded mesh with RCC surface with suitable Resin Anchor Grout from Nippon chemicals.	Sqft	240		
9.	Cleaning the Reinforcement with wire brush, Application of Zinc-Rich Primer Nippo zinc, etc., complete.	Sqft	240		
10.	Application of Polymer Bonding agent before the application Polymer modified Repair mortar.	Sqft	240		
11.	Application of Polymer modified patch repair mortar in CM 1:4 by admixing Nippocrete AR @ 300 ml per bag of cement with proper button marks and finish off neatly.	Sqft	240		
Sub-Total -(B)					
C.	Treatment of Sunshades – mild distressed – Water Proofing Treatment				
Location	All the Sunshades facing South G all the sunshades at West G North @ Ground Floor Level				
12.	Demolition of all the side walls of the Sunshades completely and removal of debris and disposal of debris at Ground Floor level including disposal from the premises, complete., etc.,	Sqft	2127		

S.No.	Description of Work	UOM	Qty	Rate INR	Total INR
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13.	Providing a proper coving and repair the edges for the water discharge in CM 1:4 admixed with Nippo Crete AR @ 300 ml per bag of cement and finishing the edges neatly.	Sqft	2127		
14.	Application of Single Component Acrylic Water Proofing coating system, Nippon Elasto coat in 2 coats on the treated sunshades with final coat is at the right angle to the previous coat.	Sqft	2127		
Sub-Total – (C)					
D. Sunshades – Highly distressed –5th Floor facing towards East – 4 nos					
15.	Identifying and demolition of Highly distressed sunshades all-round the building and removal of debris and disposal of debris at Ground Floor level including disposal from the premises, complete., etc.,	Sqft	800		
16.	Anchoring of Main Rods for the Sunshades to be done by marking the position of holes to be drilled for anchoring the rebar into the slab. As per the site requirement. Drill 12mm diameter holes in the marked places using rotary hammer drilling machine of reputed make to a depth of 100mm into the slab . Clean the holes neatly and wash the same with water. Allow it to dry and make sure that no fine dust particles are present in the holes. Mix the Nippon polyester resin grout using a spatula and push the same into the holes with a proper tool so that the bottom most point of the hole receives the material. The filling is to be done for a minimum portion of 1/3rd of the hole depth. Now insert the rebar which need to be anchored for the provision of main reinforcement, gently and finish the surface of the around the rebar area using the same material which comes out of the hole excessively.	Nos	600		

S.No.	Description of Work	UOM	Qty	Rate INR	Total INR
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17.	Cut the required diameter bars as main reinforcement - 10mm diameter bars used as main reinforcement to the required length with proper development length and tie them as per the requirement. Also, required 8mm diameter bars shall be used as distributors.	Kgs	500		
18.	Cleaning the Reinforcement with wire brush, Application of Zinc-Rich Primer Nippo zinc, etc., complete.	Sqft	800		
19.	Providing slurry tight form work including strutting, propping, etc., which should not deform or leak , the same shall be fabricated in position using 12mm thick commercial plywood as per the required line and length at all different floor levels as per the standard specification complete. Form work should be rigid to prevent loss of concrete at all stages & appropriate to the methods of placing & compacting as per standard specification. It should be made of suitable material. The form work should be coated with shutter release agent prior to fixing. The rate shall include the cost of all the operations etc.,	Sqft	800		
20.	Application of Polymer Bonding agent before Concreting.	Sqft	800		
21	Redoing of Sunshade by mixing and placing of machine mixed M 20 grade of concrete for sunshade for an average thickness of 100mm. Care shall be taken to ensure proper compaction and placing of the concrete ensuring a neat finish.	Sqft	800		
	Sub Total – (D)				

S.No.	Description of Work	UOM	Qty	Rate INR	Total INR
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E.	Terrace Roofing Sheet Water Proofing @ Terrace Level open to Sky				
22.	Removal the existing coving completely by removing dust, dirt, laitance, etc., thoroughly clean Sheet Joints with clean water jet to remove the dirt and laitance if any. Provide a neat coving in CM 1:4 admixed with Nippocrete AR @ 200 ml along with Nippo Grout Admix @ 150 gms per bag of cement and provide proper coving at the edges which touches the wall area. All the Joints shall be cleaned and provided with PU Sealant and surrounding fixtures.	RFT	150		
F.	Painting				
23.	Painting including Nippon putty and one coat of primer with 2 coats of Nippon exterior emulsion, whether bond, etc., after necessary deductions considered 10% of the total area approximate, etc.,	Sqft	25200		
	Sub-Total -(E+F)				
G.	Medium Distressed members @ Elevation facing towards Road				
Location	Fenders, Cross beams and Fender Sunshades @ Elevation facing towards Road				
25.	Chipping and Removal for existing plastering and spalled concrete and disposal of debris at Ground Floor level including disposal from the premises, complete., etc.,	Sqft	2158		
26.	Provision of 1 mm welded mesh with RCC surface with suitable Resin Anchor Grout from Nippon chemicals.	Sqft	2158		
27.	Cleaning the Reinforcement with wire brush, Application of Zinc-Rich Primer Nippo zinc, etc., complete.	Sqft	2158		
28.	Application of Polymer Bonding agent before the application Polymer modified Repair mortar.	Sqft	2158		
29.	Application of Polymer modified patch repair mortar in CM 1:4 by admixing Nippocrete AR @ 300 ml per bag of cement with proper button marks and finish off neatly.	Sqft	2158		
H.	Scaffolding				
	Sub-Total -(G+H)	LS			

S.No.	Description of Work	UOM	Qty	Rate INR	Total INR
I.	Treatment of Toilets (Gents and Ladies @ 2nd Floor)				
30.	Removal of existing floor and wall Tiles completely and disposal of debris to the ground floor	Sqft	1920		
31.	Remove dirt, laitance, etc., complete., and treatment of cracks followed by application of 2 component, highly elastic, acrylic cementitious water proofing coating system Nippo Crete 2K and raise up to 300 mm at floor wall junction. All the drain outlets/gully trap to be checked and treated properly. Check for Water leakage by storing water for 72 hours by Water ponding method. Provide cement mortar in CM 1:4 by admixing Nippo Crete AR @ 150 ml per bag of cement followed by laying of good quality anti-skid ceramic tiles with proper pointing with epoxy grout and finish off neatly.	Sqft	1920		
	Sub-Total (I)				
	Total-(A+B+C+D+E+F+G+H+I)				
J.	Electrical G Plumbing				
30.	Replacing the existing weaker and damaged plumbing pipes, drain- pipes, etc., along with the old and damaged electrical lines, etc., wherever necessary complete., etc., (considered 8% of the total value approx..)				
	Grand Total				

SPECIAL INSTRUCTIONS TO THE CONTRACTOR

- Necessary Power and Water Should be provided at the premises which is chargeable.
- Final bills will be submitted as per the actual work executed at site.
- Specification and methodology for each item of works will be submitted after the work has been awarded to the successful bidder
- Required storage space of materials and machinery shall be provided at the premises
- All the Plumbing lines needs to be checked while execution of work
- The damaged plumbing pipes should be replaced with the new UPVC pipe, and the agency should work alongside the strengthening works.
- A Necessary work front should be given for faster completion of work
- Owing to the public congestion during the daytime for feasibility of work, night hours shall be permitted to work for early completion and to avoid disturbance to the public.
- Any additional work other than specified in the above BOQ is extra at actuals