



REQUEST FOR PROPOSAL (RFP)
FOR
“INSTALLATION OF ACRYLIC LOGO AT CANARA BANK CIRCLE OFFICE BKC
MUMBAI”

REFERENCE NO : RFP -16/ACRYLIC LOGO/CO/BKC/22-23
DATE OF RFP DOCUMENT : 18.03.2023
DATE OF PRE BID MEETING : 27.03.2023 at 4:00 PM
LAST DATE FOR SUBMISSION OF RFP : 10.04.2023 (UPTO 12 PM)
DATE OF OPENING OF TECHNICAL BID : 10.04.2023 (AT 12.30PM)

=====

ISSUED BY : ASSISTANT GENERAL MANAGER
CANARA BANK,
PREMSIES & ESTATE SECTION,
MUMBAI CIRCLE OFFICE

=====

Contact Numbers :Tel- 022 26728465/8449/8443

=====

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

INDEX

Sl No	Details	Page No
A	TECHNICAL BID	
1	Notice Inviting RFP and General instructions	3
2	General Conditions of Contract	12
3	Technical Specifications	21
	ANNEXURES	
4	Bid Offer	Annexure 1
5	Bio Data of the Tenderer	Annexure 2
	Bidder Authorization Letter Format	Annexure 3
6		
7	Form of Agreement	Annexure 4
8	Indemnity Bond Format	Annexure 5
9	Format of Bank Guarantee In Lieu Of Earnest Money Deposit	Annexure 6
10	Format of Bank Guarantee for Performance Guarantee	Annexure 7
11	Declaration to be submitted (Blacklisted)	Annexure 8
12	Price Bid Format (Submitted along with Technical Bid)	Annexure 9

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

NOTICE INVITING REQUEST FOR PROPOSAL AND GENERAL INSTRUCTIONS

Canara Bank, a body Corporate and a Premier Public Sector Bank established in the year 1906 and nationalized under the Banking Companies (Acquisition and Transfer of Undertaking Act 1970), having its Head Office at 112, J.C. Road Bengaluru - 560002 having General Administration Wing at Dwarakanath Bhavan, K R Road, Basavanagudi, Bengaluru-560004.

Mumbai Circle is in the process of installation of Acrylic logo at Circle Office BKC Building. In this regard, we are inviting request for proposal (RFP), in two-bid system (Technical and Price Bids) from reputed and experienced Acrylic logo providers for providing Acrylic Logo at Circle Office BKC Building Mumbai.

The RFP document can be downloaded free of cost from Canara Bank's web site from <https://canarabank.com/english/announcements/> & Central Public Procurement (CPP) portal www.eprocure.gov.in till last date of the tender (i.e 10.04.2023 - 12:00 PM).

The Objective of this RFP is to enter into Agreement with Selected Bidder for Installation of Acrylic Logo.

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

ELIGIBILITY CRITERIA:

The reputed firms/ companies who fulfill the following requirements are eligible to apply. The Bidder/ Companies/ Agencies having experience in the Acrylic logo work carry out in the Central/ State Governments or Railways or such other Government organizations or Registered in Public sector units or Public sector Bank's or Financial Institutions or Reputed Corporate companies, MNC's, IT companies in India and who have executed such works are eligible to apply -

1. The applicant should have undertaken below indicated amount of works in Government departments/ Public sector undertaking/central autonomous bodies/state autonomous bodies/ financial institutions and other reputed private firms during last 5 years prior to 31/01/2023:
 - One work/project costing 80% of the value of project or
 - Two works/project costing 50% of the value of project or
 - Three works/projects costing 40% of the value of project
2. The applicant should be an assessee of Income Tax and must possess GST No. Should submit copy of the income tax, PAN, GST certificate with valid registration number.
3. The applicant shall have the average annual financial turnover of at least 30% the value of the project in the respective category during last 3 years ending with 28.02.2023.
4. The CONTRACTORS who have establishment locally (i.e in Mumbai, Mumbai Suburban, Navi Mumbai, thane, Palghar, Raigarh, Raigarh districts) will be preferred.
5. The supplier shall provide details of the personnel, equipment, and manufacturing facilities.

The Bidder should be able to provide qualified service persons for attending the problems if any during the Warranty period (5 years).

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

1. SCOPE OF WORK:

The work involves fabrication and fixing of Acrylic Logo at the Terrace of our BKC Building as detailed in the Tender.

Soft copy of the art work for the Logo is attached with this RFP.

2. EARNEST MONEY DEPOSIT (EMD):

Technical Bid must be accompanied with a refundable EMD of **Rs. 40,000/- (Rupees Forty Thousand only)** for which price bid is submitted by way of Demand Draft drawn in favour of Canara Bank, Mumbai Circle Office, payable at Mumbai or Bank Guarantee (as per draft furnished in Annexure 6) having validity upto 6 months from the last date of submission of RFP document, issued by any Scheduled Commercial Bank (other than Canara Bank).

After evaluation of Technical Bids, the EMD of the Bidder/s who do not pre-qualify for opening of price bids will be refunded along with the letter intimating the Bidder about their disqualification, while the EMD of other Bidders will be retained.

In case of successful Bidder/s to whom the contract is awarded, the earnest money will be refunded on submission of performance guarantee. The Earnest Money of the unsuccessful Bidders will be refunded on finalization of the bid or after expiry of the validity of the offer, whichever is earlier.

The EMD is liable for forfeiture if:

- i. The Bidder withdraws or unilaterally modifies the Bid during the period of Bid validity, or
 - ii. The Bidder, having been notified of the acceptance of his Bid by the Employer during the period of Bid validity, fails or refuses to execute the Agreement, as required; or
 - iii. The Bidder fails to perform the work according to the agreed specification, time schedule and in accordance with conditions of contract.
 - iv. If the Bidder fails to give the Performance Guarantee within the specified period.
- 3. Participating Bidders are advised to furnish complete details / information about their qualifications, past experience and expertise. Complete documentary proof with respect to the details furnished in the Bid form regarding the qualifications shall be furnished along with the Bid form. In this regard, copies of the work order and completion certificate and or such documents shall be submitted. Incomplete Bids or Bids without proper proofs for establishing their credentials may be rejected and no correspondence will be entertained in this regard.**

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

4. **SECURITY DEPOSIT (PERFORMANCE GUARANTEE):** The Performance Guarantee shall be 3% (Three percent) of the contract value, in the form of a Bank Guarantee having validity period of one year plus the warranty period, with 3 months claim period as per approved format from a Scheduled Commercial Bank (other than Canara Bank). This Performance Guarantee shall be discharged and returned to the Bidder after validity period. The performance guarantee along with the unconditional letter of acceptance is to be submitted within 7 days of notifying the acceptance of bid. If the supplier fails to submit the Bank Guarantee along with the unconditional letter of acceptance within the stipulated period, Canara Bank reserves the right to invoke the Bank Guarantee submitted in lieu of Earnest Money Deposit / forfeit the Earnest Money Deposit and cancel the contract.

5. Nature of the document: **TWO BID CONCEPT.** This Tender document comprises of the following :

A. **TECHNICAL BID: (first envelope)** consisting of following should be hardbound/spiral bound and submitted in a separate envelope (duly signed & sealed)-

- a) EMD - Earnest Money Deposit
- b) Notice inviting tender (NIT).
- c) General Rules & directions to contractor.
- d) General Conditions of contract.
- e) Clauses of contract.
- f) Safety code.
- g) Technical specifications.
- h) Annexures 1 to 9.
- i) Tender Drawings.

B. **PRICE BID (second envelope):** Price bids should be submitted in separate sealed envelope.

The above both envelopes shall be kept in one bigger sealed single envelope, with the name of work, name of the tenderer and due date written on the envelopes.

6. **PRE-BID MEETING**

PRE BID QUERIES AND CLARIFICATIONS:

- a) The Bidder should carefully examine and understand the specifications, terms and conditions of the Application and may seek clarifications, if required, in writing in a word document (.doc), in the same serial order of that of the Application by mentioning the relevant page number and clause number. The soft copy of the pre-bid queries should be sent by E-Mail to emcomcity@canarabank.com / premisescomcity@canarabank.com and the pre-bid query should be in the following format.

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

Sl No	Page No	Application Clause No	Application Clause	Query

All communications regarding points requiring clarifications and any doubts shall be given in writing to the Assistant General Manager, Premises & Estate Section, Circle Office, Mumbai - 400051 by the intending Bidders on or before 12:00 PM on 27.03.2023. No oral or individual consultation shall be entertained. No queries will be entertained from the Bidders after the pre-bid meeting.

b) Pre-Bid meeting:

A pre-bid meeting of the intending Bidder will be held as scheduled below to clarify any point /doubt raised by them in respect of this document:

Date	Time	Venue
27.03.2023	4:00 PM	Canara Bank 2 nd floor, B-wing, Premises & Estate Section, C-14, G-block, BKC Complex, Mumbai - 400051

No separate communication will be sent for this meeting. If the meeting date is declared as a holiday under NI Act by the Government subsequent to issuance of application, the next working day will be deemed to be the pre-bid meeting day. Authorized representatives of interested Bidders shall be present during the scheduled time.

The Bank will consolidate all the queries and discussions during the pre-bid meeting and the consolidated replies for the queries shall be made available in the Bank's website and no individual correspondence shall be made. The replies/clarification of the Bank in response to the queries raised by the Bidder/s, and any other clarification / amendments / corrigendum furnished hereof will become part and parcel of the application document and it will be binding on the Bidders.

Non-reply to the queries raised by any of the Bidder shall not be a valid reason for non-submission of the application. In addition, non-reply to any query may not be deemed the version of the Bidder as reflected in the query has been accepted by the Bank.

c) Amendment to Application Document:

At any time prior to deadline for submission of application, the Bank, for any

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

reason, whether, at its own initiative or in response to a clarification requested by prospective Bidder may modify the application document by amendment.

Notification of amendments/ Corrigendum will be made available on the Bank's website (www.canarabank.com) and will be binding on all Bidders and no separate communication will be issued in this regard.

In order to allow prospective Bidders reasonable time in which to take the amendment into account in preparing their APPLICATION, the Bank at its discretion, may extend the deadline for a reasonable period for the submission of Application.

Authorized representatives of interested Bidders shall be present during the scheduled time with authorization letter. The Bank shall clarify the queries during the pre-bid meeting followed by confirmation in Banks website. No individual consultation / communications shall be entertained.

7. SUBMISSION AND OPENING OF TENDERS :

- a) Tenders on prescribed form should be placed in two envelopes one sealed envelop consisting of "Technical bid" duly super scribed as "Technical bid" and other sealed envelope consisting "Price bid" duly super scribed as "Price Bid" and both envelopes shall be kept in one bigger sealed single envelope, with the name of work, Name of Tenderer and due date written on the envelopes.
- b) Sealed Tenders shall be addressed to
**ASSISTANT GENERAL MANAGER,
CANARA BANK, PREMISES & ESTATE SECTION,
CIRCLE OFFICE, 2ND FLOOR, B-
WING, BANDRA KURLA COMPLEX,
MUMBAI - 400 051.**
- c) Sealed Tenders shall be dropped in the TENDER BOX kept at the above said address **upto 10.04.2023 till 12.00 PM.**
- d) The first part of tenders i.e. **Technical bid will be opened on the same day and location of tender submission final date, i.e. 10.04.2023 at 12.30 PM.** If last day of submission of tender is declared a holiday under NI Act by the Government subsequent to issuance of tender the next working day will be deemed to be the last day for submission of the tender.
- e) The Price bid of only the qualified / shortlisted applicants will be opened on a pre-notified time & date, under intimation to such qualified / shortlisted applicants through letter/ email communication.
- f) Bidder's Authorized representative may be present in the venue well in time along with a copy of authorization (Original as per the format **Annexure-3** to be enclosed in Technical Bid) and sign in Tender/RFP/RFP Register during opening of Technical Bid.

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

g) All the Bids shall be submitted in English Language in Font size 12 and above.

Submission of EMD in the form of fixed deposit or in any other form is not acceptable and tenders with such EMD shall be rejected.

No interest shall be allowed on the Earnest Money Deposit (EMD). Tenders without EMD shall be summarily rejected. However, MSEs are exempted from paying EMD as per MSME Act 2012. For getting the benefits in case of MSE firms, contractors / agencies should submit exemption certificate issued from the relevant authorities.

8. METHOD OF EVALUATION & SELECTION:

The Technical Bids will be evaluated on the basis of the details furnished by the Bidders and those bids meeting the minimum Eligibility Criteria will only be short listed / pre-qualified for opening of Price Bids.

The evaluation of the qualifications may also involve discussion with the Bidders, calling for additional information and documents and obtaining feedbacks from Bidders' past clients. The Bidders may also be required to show designs / presentations developed for similar project elsewhere, if any, to ensure clarity on deliverables. Bank may, at its discretion, call for samples of the materials proposed to be used and get them tested to check the physical properties. The Bidders shall make necessary arrangements for such inspection and supply such additional information/details/ samples for which no payment will be made by the Bank.

Bidders who are short listed for opening their price bids will be informed about the date of opening of Price Bids. Simultaneously, EMD of other Bidders will be refunded to the Bidders who not qualified in the technical bids. The price bids will be opened in presence of available Bidders or their authorized representatives who choose to be present on the specified date.

The decision of the Bank in all matters regarding eligibility and suitability of a Bidder shall be final and binding and no correspondence will be entertained. The Bank also reserves the right to suspend or abandon the process of selection / the project or reduce its scope at any stage and Bank will not be liable for any cost or expenditure incurred by the Bidder.

9. No costs incurred by the Bidders in applying, providing necessary clarifications or attending discussions, conferences or site visits will be reimbursed by the Bank.
10. The rates quoted shall be on item rate basis and payments shall be as per actual quantities executed. The measurements of Structure of the work will be taken jointly, correct to the nearest half an inch, after the work is completed. The rates quoted shall be inclusive of scaffolding charges or any

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

other charges. The rates shall be uniform throughout and no extra amount is eligible for whatsoever. (Please see Clause 12 of General Conditions of Contract)

11. The Bid shall be signed by authorized representative and wherever applicable relevant documents shall be enclosed like power of Attorney of authorized signatory, partnership deed / Memorandum and Articles of Association in case of firm/company. The details of contact persons in connection with the subject shall be furnished along with full address, mobile number and e-mail id.
12. Copies of other drawings and documents pertaining to the works will be open for inspection by the tenderers of the above mentioned Office of the Bank.
13. The tender for the works shall remain open for acceptance for a period of **120 days** from the date of opening of tenders. If any tenderer withdraws his tender before the said period or makes any modifications in the terms and conditions of the tender which are not acceptable to the Bank, then the Bank shall, without prejudice to any other right or remedy, be at liberty to forfeit full value of the earnest money as aforesaid.
14. This Notice Inviting Tender shall form a part of the contract document. The successful Tenderer/contractor, on acceptance of his tender by the Accepting Authority, shall, enter in to an agreement within 7 days from the date of acceptance letter.
15. Canara Bank does not bind itself to accept the lowest or any other tender, and reserves to itself the authority to reject any or all of the tenders received without the assignment of a reason. All tenders in which any of the prescribed conditions are not fulfilled or new conditions are stipulated by the tenderer or are incomplete in any respect are liable to be rejected.
16. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

17. DETERMINATION “L1” AND AWARD OF WORKS:

After Technical bid, L1 will be decided on the basis of the lowest amount quoted in the financial bid.

Bank reserve the rights to negotiate the rates where it deems necessary. In the event a Bidder is not able to fulfill the contract, the Bank has right to cancel the order, invoke the Bank guarantee and to distribute the order to the other selected Bidder/s.

18. Successful Bidder/Bidders will be required to sign an Agreement with the terms and conditions as draft furnished in Annexure-3.
19. **THE BANK MAY, AT ITS DISCRETION, INCREASE ITS REQUIREMENT AND PLACE SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)**

ORDERS SUBSEQUENTLY WITHIN THE VALIDITY OR THE EXTENDED VALIDITY OF THE RFP UP TO 25%, OR DECREASE THE REQUIREMENT UP TO 25% (Fabrication).

20. THE BANK RESERVES ITS RIGHT TO REJECT ANY / OR ALL THE BIDS WITHOUT ASSIGNING ANY REASON WHATSOEVER. THE BANK ALSO RESERVES ITS RIGHT TO MAKE CHANGES AND MODIFICATIONS TO THIS DOCUMENT WHICH WILL BE PUT UP ON THE BANK'S WEB SITE.

21. SOCIAL MEDIA POLICY:

No person of the bank or the contractors and third parties shall violate the social media policy of the bank. The following acts on the part of personnel of the bank or the contractors and third parties shall be construed as violation of social media policy:

- a) Non-adherence to the standards/guidelines in relation to social media policy issued by the Bank from time to time.
- b) Any omission or commission which exposes the Bank to actual or potential monetary loss or otherwise, reputation loss on account of non-adherence of social media related systems and procedures.

--Sd--

**ASSISTANT GENERAL MANAGER
PREMISES & ESTATE SECTION
MUMBAI CIRCLE**

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

GENERAL CONDITIONS OF CONTRACT

1. **INTERPRETATION** : In construing these conditions, the specifications, the schedule of quantities, bid and Agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires;
 - i. Employer or The Bank: The term shall denote Canara Bank with its head office at No: 112, J C Road, Bengaluru, Karnataka and any of its employees/ representative authorized on its behalf.
 - ii. Tenderer/Bidder/Supplier/Applicant/Contractor/Acrylic logo Provider: Any of the term shall mean _____ (Name & address of the Bidder) and his / their heirs, legal representatives, assigns and successors and include their “Convertors” wherever it is applicable and the context in which it is referred to.
 - iii. Art Work: The art work means the design of the sign board according to which the sign board should be fabricated.
 - iv. The Supply/Work Order/Work : shall mean the work or works to be done under this contract, to fabricate, install the Acrylic logo and its Structure at Canara Bank Circle Office BKC Building.
 - v. “Act of Insolvency” shall mean any act as such as defined by the Presidency Towns Insolvency Act or in provincial Insolvency Act or any amending statutes.
 - vi. “Price Bid” shall mean the schedule of quantities duly priced with the quoted rates of the Bidder.
 - vii. Completion of work means the work completed virtually in all respects and put into operation.
2. The entire set of bid paper issued should be submitted fully priced and also signed on the last page together with initials on every page. No modifications, writing (except where provided for) or corrections can be made in the bid papers by the Bidder. Any conditional bid is liable for rejection. The Bidder shall note that the bid shall remain open for consideration for the period mentioned elsewhere in the bid document.
3. Intending Bidder shall make himself thoroughly acquainted with the details, nature and requirements of the works, facilities for transport condition, local statutory formalities to be fulfilled, site constraints etc for effective and timely completion of work at various centers across India. The successful Bidder will not be entitled to any claim of compensation for the difficulties faced or losses

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

incurred on account of any condition or unforeseen

4. The Bidder shall have arrangement for fabricating and installing the Acrylic Logo and its Structure at Canara Bank Circle Office BKC Building. Necessary documentary proof should be provided.
5. The Bidder shall have necessary infrastructure such as plotter cutter, welding and riveting machine, professional fabricators and electricians necessary to undertake the work.
6. The Bidder shall give a tentative programme and an explanatory note on how he proposes to carry out the various activities involved to complete the work within the specified period.
7. Bank at its discretion may get the testing of material/ Structure used for providing the Acrylic Logo done by any Govt. Testing Centre / National Test House.
8. The following brands of flex and vinyl conforming to the prescribed specifications are approved: **LG, 3M, Avery, Arlon** or other specific make as approved by the Bank and in such a case they will have to produce test certificate from National Test House, Chennai, in addition to furnishing samples. Their bids will be considered subject to approval of the material.
9. **AGREEMENT:** The successful Bidder/contractor, on acceptance of the bid by the Accepting Authority, shall, within 7 days from the date of receipt of the work order, sign an Agreement in the standard Form of Agreement on stamp paper. The contractor shall pay for all stamps and legal expenses, incidental thereto. Failure to sign the Agreement within the specified period may result in cancellation of the work order and forfeiture of the EMD.
10. **PERMITS & LICENSES :** All Permits and licenses for procurement, from India or abroad of all raw materials, machinery etc required for completing the work shall be arranged by the supplier himself. The bank will not provide any Import License or any other license nor shall get involved in procurement of any materials. It may be clearly understood that no compensation or additional charges can be claimed by the supplier for non receipt of the material in due time. The supplier shall at his own cost arrange for taking delivery, storage and its cost, transporting, safety of the material etc. The Employer shall be indemnified against all Government or legal actions for the thefts or misuse in the custody of the supplier.
11. **TAXES AND DUTIES:** The rate quoted in the Price Bid must include all duties, royalties, cess, Central Excise Tax and, work contract tax, or any other taxes or local charges if applicable either at the time of purchase/transport of materials for manufacture or at the time of delivery of finished Structure. No extra claim

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

Tender Document for Installation of Acrylic Logo at Canara Bank Circle Office, BKC Building.

C-14, G-block, Bandra Kurla Complex, Bandra East, Mumbai - 400 051

will be entertained. However, Octroi/entry tax and Goods & Service Taxes need not be included in the price quoted. These taxes, wherever applicable, will be reimbursed by the Bank. If the rates quoted by the Bidder are not in terms of the details specified above, the bid submitted by the Bidder is liable for rejection.

12. **ESCALATION:** The rate quoted shall be firm throughout the tenure of the contract and will not be subject to any fluctuation due to increase in cost of materials, foreign exchange rates, labour, or on account of any extension of time granted or for whatsoever reasons.
13. **GOVERNMENT & LOCAL RULES:** The supplier shall conform to the provisions of all the local laws and Acts relating to the work and to the Regulations etc. of the Government and Local Authorities including the safety norms and Electrical safety norms including clearances / permissions like obtaining permission from Chief Electrical Inspectorate of the respective State Government (CEIG) as applicable in respective centers. The cost, if any, shall be deemed to have been included in the quoted rates, taking into account all liabilities for licenses, fees etc. that are payable in this regard and shall indemnify the employer against such liabilities and shall be responsible for all actions arising from such claims or liabilities. In some of the Cities, like Mumbai, or States, Specific permission/s from Corporation Authorities, Police Department are essential. In such cases, it shall be the responsibility of the Acrylic logo provider or their converters to apply and obtain such sanctions and all incidental charges or expenses related to thereof shall not be payable as extras. Road permits will have to be arranged by the Bidder only. If any documents are required, the same will be signed by the Bank. However, submission of the same to the authorities, follow up to get necessary clearance etc., to be attended by the Bidders.
14. **QUANTITY OF WORK TO BE EXECUTED:** As detailed in the Tender document.
15. **EARNEST MONEY DEPOSIT:** The Bidder will have to deposit earnest money to the extent and in the form detailed in the bid and General Instruction to the Bidder. The earnest money will not bear any interest. The Earnest Money is liable to be forfeited in the circumstances indicated in the General Instructions clause 4.4
16. **DEFECT LIABILITY PERIOD:** The works shall be covered under Defect Liability Period of 5 year from the date of completion and satisfactory certificate from Bank's side. During the defect liability period the contractor shall ensure that the Logo is maintained and is functioning properly. For further details, please see clause 32 below.
17. **SECURITY DEPOSIT (PERFORMANCE GUARANTEE):**
 - i. The total security deposit shall be 3% of the project value.
 - ii. This security deposit is meant to ensure satisfactory performance of the Logo

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

and the obligation of the Bidder as follows;

- iii. The works shall be covered under defect liability period of 5 years from the date of completion. During the defect liability period the contractor shall ensure that the logo is maintained and is functioning properly. For further details, please see clause 32 below.
- iv. The security deposit amount will not be the restraining amount for any claims against damages or losses suffered by the Bank or will not foreclose the legal remedies available to the bank according to Law.
- v. The performance bank guarantee will be discharged on satisfactory completion of the Defect Liability Period and Warranty period after deducting any amount that may be due to the Bank.

18. TIME FOR COMPLETION: Time is the essence of this contract. The supply and installation of Acrylic logo work should be completed the maximum quantity in all respect within 30 days from the date of commencement of work.

19. LIQUIDATED DAMAGES FOR DELAY: If the Bidder fails to install the Acrylic Logo within the specified time, the Bank shall have the option to accept or reject the Bill claimed by the Bidder after the expiry of the time period specified in the RFP. In case of acceptance of the delayed

installation of the Logo, the Bidder shall be liable to pay the Bank the following amount as Liquidated damages at the rates specified below, for each completed week of delay or part thereof, on the value of the total project.

Liquidated Damages per week of delay or part thereof	0.5% of the Project cost (i e BOQ) per week subject to a maximum of 5% of the project cost.
--	---

The Bidder agrees and considers that the liquidated damages set out herein above are fair and reasonable and that he will raise no objection or dispute with regard to the bank's right to recover the liquidated damages.

The liquidated damages shall be deducted / recovered by the bank from any money due or becoming due to the Bidder under this purchase contract or may be recovered by encashment of bank guarantees or otherwise from Bidder.

20. BIDDER TO PROVIDE FOR EVERYTHING NECESSARY:

The Bidder shall provide and ensure everything necessary for the proper execution of work according to the intent and meaning of the drawings, schedule of quantities and specifications taken together whether the same may or may not be particularly shown or fully described therein provided that the same can be reasonably inferred there from and if the Bidder finds any

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

discrepancies therein he shall immediately and in writing, refer the same to the Employer whose decision shall be final and binding.

21. MATERIALS, WORKMANSHIP, SAMPLES, TESTING OF MATERIALS:

All the works specified and provided for in the specifications or those which may be required to be done in order to perform and complete the work shall be executed in the best and most workman like manner with materials of the best and approved quality with particulars contained in and implied by the specifications.

22. ACCESS & INSPECTION:

Any authorized representative of the Employer/Bank shall at reasonable times have free access to the works and/or to the workshops, factories or other places where the Logo is being manufactured. Such inspection may be carried out even after the installation. Bank also will have the right to get a technical audit and inspection carried out through external agencies like the Central Vigilance Commission. The contractor/ the supplier shall give all reasonable facilities and make all arrangements for carrying out such inspections. During such inspection, the quantity and quality of the Acrylic logo work may be checked to ensure compliance with the specifications laid down. The supplier shall give every facility to the Bank or their authorized representatives necessary for inspection, examination and testing the quality and quantity of materials and workmanship.

23. REJECTION AND RE -DOING OF IMPROPER WORK:

As a result of the inspections conducted by the Bank or inspecting officials, internal or external agencies like CTE of CVC if it is found that the work is not being or has not been carried out in accordance with the specifications and these conditions, such lots shall be liable to be rejected even if they were accepted or paid earlier. However, at the discretion of the Bank, the supplier may be permitted to re-do the improper work and rectify the defects and deficiencies at his own cost. On account of such permission to re-do the work, the supplier is not entitled to claim for extension of time or waiver of penalty or any compensation or relief whatsoever.

If as a result of any such inspections any overpayment is detected, the Bank shall be at liberty to recover the amount overpaid from any money that may have become or that will become due to the supplier or from the Performance Guarantee, notwithstanding any certification given or payment made already.

24. TESTING:

The Bank reserves the right to get the samples of Acrylic sheet and structural steel tested from independent testing agencies and their test results shall be binding.

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

25. INDEMNITY:

The logo providers shall undertake the work complying with labour laws and shall not employ child labourers, and take all necessary safety precautions in undertaking work at site and as well in the respective workshops. The bank shall be kept indemnified against any possible damage to the building, roads or members of the public or third party materials in the course of execution of work. The bank shall also be indemnified against any action initiated by Government agencies or against prosecution on account of any untoward incidents, accidents, deaths occurring to the labour force employed or to the third parties arising on account of negligence or non fulfilling statutory norms / requirements while manufacturing, transporting or while execution of work at site and the consequent claims and damages arising thereof, the Acrylic logo provider / their converters shall alone be responsible.

26. INSURANCE:

The Acrylic logo providers / their converters are advised to suitably insure at their own cost for the men, materials and finished product against theft, losses, damages due to accidents during transit of purchase of material, during storage at the time of manufacturing and during delivery of the finished product to the various centers or at the time of execution of works. The successful Bidder, to whom the work will be entrusted, shall obtain Contractor's all Risk Insurance (CAR) policy and submit a copy of the same along with the bill.

27. VARIATION & DEVIATION IN SPECIFICATIONS:

The specification of materials like Acrylic sheet and structural steel other fabrication material shall be as per the bid and tolerance as detailed in the Technical Specification. Any variations beyond tolerance, if accepted by bank are liable for cost adjustments and the decision of the Bank shall be final and binding on the Bidder/supplier as to the amount to be recovered.

28. COMPLETION OF WORKS:

On completion of the work at the site, the logo providers / their converters shall remove all the materials, tools, equipments and ensure the surroundings are clean and any debris, unwanted, unused materials are cleared from the site and disposed suitably. Any cost incurred by the bank for non compliance of the above shall be recovered from the payments.

29. IDLE LABOUR:

Whatsoever the reasons may be no claim for idle labour, additional establishment cost of hire and labour charges of tools and plants would be entertained at any circumstances at the time of installation at site.

30. BILLING AND PAYMENT TERMS:

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

Payment will be made after satisfactory completion of work. The logo provider on completion of work should submit his bill in duplicate within 15 days to the Premises & Estate Section, Circle Office and copy of insurance certificate. The bill shall be accompanied by 5 year warranty certificate for complete Acrylic Logo work. Applicable Tax deduction at source (TDS), if any, as per relevant provisions of Finance Act from time to time and Works Contract Tax, if applicable, will be deducted at the time of releasing the payments. Bill payment will be made at Circle Office within a period of 30 days from the date of receipt of bill along with required documents mentioned in the bid.

31. TERMINATION OF THE CONTRACT:

- i) The Bank at its option without prejudice to its rights under the Contract, is entitled to terminate the Contract at any time by giving 15 days' written notice to the Contractor in the following circumstance:
 - a. in case the contractor does not comply with any of his obligations/undertakings under this Contract;
 - b. if the design, specifications, fabrication or performance of the Acrylic logo supplied by the contractor do not conform to the approved technical specifications and other requirements specified in this contract or agreed to by the contractor;
 - c. if the contractor refrains from implementing any of the instructions received from the Bank within the stipulation of this Contract;
 - d. In case of any breach of the terms and conditions of this contract by the contractor.
- ii) If the contractor becomes bankrupt or insolvent or causes or suffers any receiver to be appointed for its business or any assets thereof, compounded with its Creditors, or being a corporation, commence to be wound up for the purpose of amalgamation or reconstruction, or carry on its business under a Receiver for the benefit of its Creditors, the Bank shall be at liberty to terminate the contract forthwith upon coming to know of the happening of any such event as aforesaid by notice in writing to the contractor or to the Receiver or Liquidator or to any person in whom the Contract may become vested or give such Receiver, Liquidator or other person the option of carrying out the Contract subject to his providing guarantee for amount to be specified by the Bank.
- iii) In the event of such termination, the Performance Guarantee/ Security Deposit of the contractor shall stand forfeited and shall be at the disposal of the Bank. Further, the Bank will be at liberty to take over the incomplete works and complete them at the risk and cost of the Bidder in addition to levying compensation for the delay in completion of the work.

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

32. SETTLEMENT OF DISPUTES AND ARBITRATION:

- i. It shall be an inseparable part of the contract that in matters regarding quality of materials, workmanship, or rejection of improper supply, interpretation of specifications, commitments made etc, the decision of the Bank, which shall be given in writing, shall be final, conclusive and binding on the Bidder. If the Bidder considers that any decision of the Bank is unacceptable and issue cannot be resolved mutually, the Bidder may request for arbitration in writing within 15 days of such happening. Thereon, the Employer shall give his written instructions or decision within a period of 30 days from the receipt of the Bidder's letter.
- ii. All disputes or differences in respect of which decisions have not been final, binding and conclusive as above shall be referred for arbitration by a Sole Arbitrator in accordance with the provisions of the Arbitration and Conciliation Act, 1996. The Bank shall finalize the names of 3 Arbitrators. The Bidder has to choose ONE among them. The seat of arbitration will be at Mumbai. The expenses of Arbitration shall be equally shared.
- iii. In the case the successful Bidder is a Central Public Sector Enterprises (CPSEs) or a Government Department, the following arbitration clause will be applicable: In the event of any dispute or difference relating to the interpretation and application of the provisions of the contracts, such dispute or difference shall be referred by either party for Arbitration to the sole arbitrator in the Department of Public Enterprises to be nominated by the Secretary to the Government of India in-charge of the Department of Public Enterprises. The Arbitration and Conciliation Act, 1996 shall not be applicable to arbitration under this clause. The award of the arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such award may make further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary/Additional Secretary, when so authorized by the Law Secretary, whose decision shall bind the Parties finally and conclusively. The Parties to the dispute will share equally the cost of arbitration as intimated by the Arbitrator.

33. MAINTENANCE DURING DEFECT LIABILITY PERIOD:

- i. The contractor should rectify the defects, if any, found in the work executed by them at their cost satisfactorily during a **DEFECTS LIABILITY PERIOD** of **5 year** from the date of completion and satisfactory certificate.
- ii. During the defect liability period the contractor shall ensure that the logo is being maintained and is functioning properly. Vendor shall inspect logo at

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

least once in 3 months and clean the entire Acrylic sheet including the LED tubes fittings and attend to any defects in the electrical system. If any fittings are to be replaced, the same shall be done in consultation with the Bank. Cost of LED tubes will not be reimbursed. Other charges for replacing the electrical fittings, removing any defects and such other works required to ensure good performance of the logo shall be borne by the contractor.

In addition to the above quarterly visits, the contractor shall also attend to breakdown calls during the defect liability period to attend to failure of electrical system like replacement of LED tubes or repairs to the Acrylic logo on account of any untoward incidents etc. For such breakdown calls, no labour charges will be payable.

For Change Of Vinyl :

During the defect liability period, the contractor shall ensure that the vinyl is maintained in good condition. He shall inspect each sign board at least once in 3 months and clean the entire board.

34. WARRANTY:

The contractor should provide a comprehensive unconditional warranty for the complete Acrylic logo work along with completed structure work for a **period of 5 Years from the date of completion and satisfactory certificate from the Bank**, covering not only the basic materials used for the manufacture of the logo and also the fabrication and erection.

- i. If the Bidder fails to comply with these requirements within the period allowed, the Bank may carry out such repair or replacement and recover the cost from the Bidder from any money due to him or which may become due to him at a later date including his performance guarantee/Security Deposit.
- ii. The final bills would be cleared only on submission of the Warranty Documents that fulfill all the above conditions.

35. On check, if there are differences between the rates given by the Bidder in words and figures, then the rate quoted by the Bidder in words shall be taken as correct.

SIGNATURE OF THE BIDDER (WITH SEAL)

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

TECHNICAL SPECIFICATIONS

1. SPECIFICATIONS FOR VINYL TO BE USED FOR ACRYLIC LOGO (AS PER THE APPLICABILITY WITH REFERENCE TO THE SPECIFICATION MENTIONED IN TECHNICAL BID)

TABLE 1 - PHYSICAL PROPERTIES OF TRANSLUCENT VINYL

<u>Property</u>	<u>Metric Units (Range)</u>
Tensile Strength	0.8 - 0.9 kg / cm at 23°C
Applied Shrinkage	Shall not exceed 2 %
Service temperature range	- 30°C to +75°C
Adhesion Strength (acrylic and uncoated, clear Poly carbonate)	Minimum 0.7 kg / cm
Film Characteristics	
Film	0.050 mm, translucent vinyl
Thickness (film & adhesive)	3 to 4 mil (0.08 to 0.105 mm)
Adhesive type and color	Permanent Clear Pressure Sensitive Adhesive
Liner	Synthetic / Poly coated Liner or equivalent subject to submission of certificate in this regard from reputed testing centre
Application surfaces	Flat, without rivets
Minimum application temperature	16°C

The testing of the Flexible Substrate and Translucent Vinyl for the above physical properties shall be carried out as per the relevant ASTM Specifications.

- I. WELDING SPECIFICATIONS:** Branded welding rods should be used for welding the joints. Welding rod should be preheated prior to welding. Preheating the welding rods enables uniform & smooth flow of the welding material in the joints. If welding is done with preheated rod there will be no formation of open fissures in the joint due to smooth flow of welding material. Open fissures cause weakening of joints. Welding has to be done across the full cross section of the MS hollow pipe.

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

1. STANDARDS: All the materials shall conform to the required standards & safety aspects as specified in relevant ASTM/BIS standards wherever applicable.

LIST OF APPROVED MAKE/BRAND/SPECIFICATION FOR MATERIALS

Sr. No.	Materials	Approved brands
1.	Cement	
	a) Ordinary Portland Cement (OPC) for RCC Works	Ultra Tech / ACC / Birla Plus / Birla Gold / Vasavdatta / Ambuja / Bharti / JSW / Dalmia / Chettinad / Emmami / Vicat / Orient / JK Laxmi / Lafarge
	b) Portland Pozzolana Cement/ slag cement (PPC) / PSC (For Plaster / masonry / flooring work)	Birla A-1 / ACC King / Vasavdatta / Ultra Tech / Manikgarth / Birla Gold / Coromondal / Bharti / JSW / Dalmia / Chettinad / Emmami / Vicat / Orient
2.	Steel	
	a) Structural Steel	Tiscon / Vizac / Jindal / Sail / Tata/ Essar / Arcelor Mittal
	b) Corrosion Resistance Steel (CRS) / HCRS	Tiscon / Vizac / Jindal / Sail / Tata/ Essar / Arcelor Mittal
	c) Epoxy Coated	Electrotherm India Ltd., Hari Om
3.	Ready mix Concrete (RMC)	Godrej /ACC / Ultra Tech / Lafarge
4.	Polycarbonate Sheet 6mm thick	Lexan
5.	Artificial Sand	Artificial Sand prepared through vertical SWHAT shaft impact or machine shall be used
6.	Natural Sand	Use river sand having silt content not more than 8%
7.	Aggregate 10 mm and 20 mm	N.A. – As using of ready-mix concrete
8.	AAC Blocks	Siporex / Ultratech / Magicrete / Ecolite / Aerocon / Flyocrete / Powerlite / Dolite / Harmony
9.	Adhesive to AAC Block / tile	K-2 Joy chemicals, Gobain weber, ultratech, fly bond, blockol by Ambuja cement, NSA Gold, NSA Silver, saint gobain, blockbond
10.	Concrete Cover Block	Disha / Astra
11.	Mechanical Splice	Splicetek
12.	PVC Water Tank	Syntex
13.	Painting	
	a) Primer (External and Internal)	Asian / Nerolac / Berger / Dulux / Snowcem

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

Tender Document for Installation of Acrylic Logo at Canara Bank Circle Office, BKC Building.
C-14, G-block, Bandra Kurla Complex, Bandra East, Mumbai - 400 051

	b) Oil bound Distemper to internal walls	Asian / Nerolac / Berger / Dulux / Snowcem
	c) Synthetic Enamel Paint to M.S. grill	Asian / Nerolac / Berger / Dulux / Snowcem
	d) Elastomeric external paint	Asian / Nerolac / Berger / Dulux / Snowcem
14.	CPVC Pipe	Finolex / Supreme / Jain / Astral Ashirwad / Ajay / Kitec / Kerovit by Kajaria
15.	UPVC Pipes	Finolex / Supreme / Jain / Astral / Ashirwad / Ajay / Kitec / Kerovit by Kajaria
16.	G.I. Pipes	Tata / Jindal
17.	Pump	Kirloskar / CRI / Wilo / Tillu / Crompton Greaves
18.	Water resistant white cement-based wall care putty	JK White / Birla White / Ultratech / Wall plast
19.	Gypsum Plaster	India Gypsum / Conmix / Buildon / Magicrete
20.	Texture plaster 3mm to 5mm thick applying by trowel	Ultratech / Asian / Nerolac / Berger / Nitco / Rinova / Godavari
21.	Glass	Modi / Hindustan / Saint Gobain
22.	APP / SBS membrane waterproofing	Tikidan / APEX / IWL / Asian / Pidilite
23.	Expansion Joint Treatment a) Vertical b) Horizontal	Sanfieldmake a) SNPG-600 b) SRFL – 600 / Kantaflex / Kanta / Maruti techno / MYK Schomburg

Note:

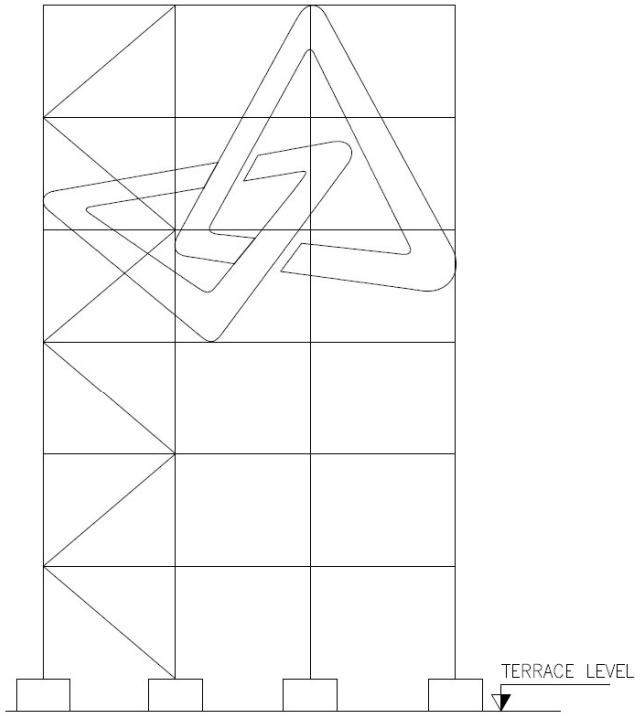
Contractor shall take prior Approval from the consultant before procurement of any materials.

Note: Additional Technical Specifications as per Price Bid Format Annexure - 10 to be followed.

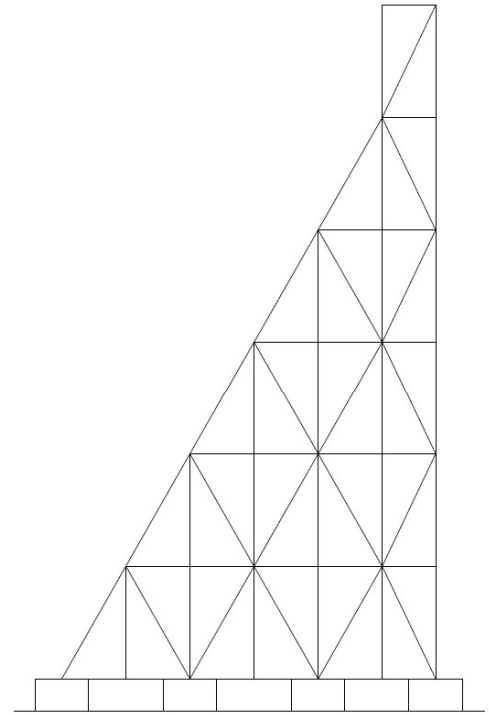
SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

Tender Document for Installation of Acrylic Logo at Canara Bank Circle Office, BKC Building.
C-14, G-block, Bandra Kurla Complex, Bandra East, Mumbai - 400 051

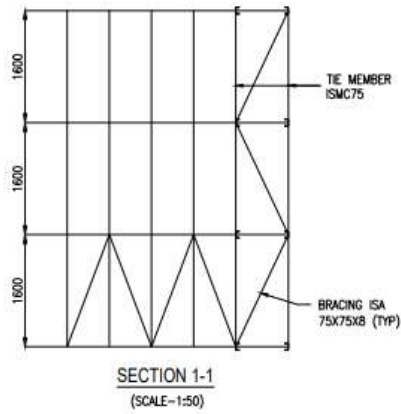
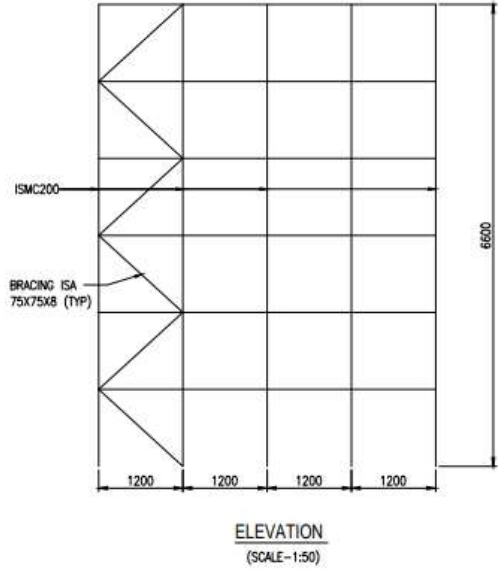
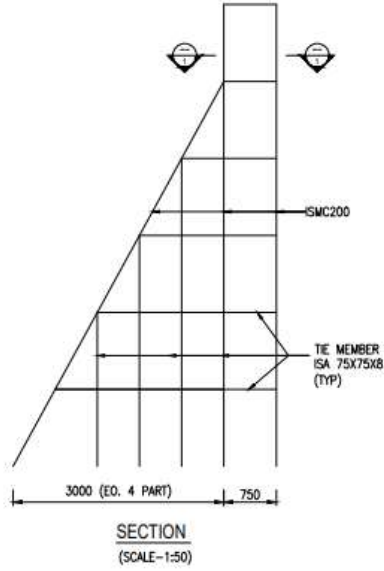


FRONT ELEVATION



SIDE VIEW

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)



SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

ANNEXURE - 1

BID OFFER

I/We have read and examined, understood the intent of the RFP document, Schedules, Specifications Applicable, Drawings and Designs, General Rules and Instructions, General Conditions of Contract, Special conditions, Schedule (Bill) of quantities in Price Bid, and all other documents referred to in the conditions of contract and all other contents in the bid document for the work.

I/We hereby submit the bid for the execution of the work specified by the Bank within the time specified in accordance in all respects with the specifications, designs drawings and instructions in writing referred to in the General Rules and Instructions, General Conditions of Contract and in all respects in accordance with, such conditions so far as applicable. I/we are enclosing the information/details asked for in the **Format of Technical Bid**.

A sum of Rs..... Lakh is hereby forwarded as earnest money in the form of Demand Draft/Bank Guarantee..... (Name of the issuing Schedule Bank) bearing no and date

In the event of my / our failure to comply with any of the terms and conditions of this bid or to commence the work on the specified date after award I/We agree that the Bank shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely; otherwise the said earnest money shall be retained by it towards security deposit to execute all the works referred to in the bid documents upon the terms and conditions contained or referred to therein.

I/We hereby declare that I/We treat the bid documents, drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any persons other than a person to whom I/We am /are authorized to communicate the same or use the information in any manner prejudiced to the safety of the State / the Bank.

I/We fully understand that you are not bound to accept the lowest or any bid you may receive. Shri. _____, Partner / Proprietor / Authorized representative of the Company, is the person authorized to negotiate commercial, technical terms & conditions & sign on behalf of the firm any Agreement, Bills & receipts for this work.

I/We confirm and assure the Bank that by submitting this bid I/we accept the relationship of trust and confidence established between Me/Us and Bank and shall agree to maintain all the information and communication, the design of the

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

Logo, its implementation schedule and all related developments in strict

confidence and shall not divulge such information to any unauthorized persons, press, media, any outside agencies, any unconnected persons or utilize for any activity whatsoever beyond the professional needs for carrying out the designed objectives and shall ensure that all the converters who are engaged by Me/Us for execution of the work also and will do all that is necessary to maintain confidentiality of this work and Brand Building Exercise.

I/We agree that if I/we are short-listed to open the price bid and if my/our offer is accepted by the Bank, until a formal agreement on stamp paper is prepared and signed, this application, with your written acceptance of the price quoted by us and other correspondence on the subject, if any, shall constitute a binding contract between us.

Dated the: day of 2023

Signature of Bidder/ Company with seal

Witness, Name & address:

Full Postal Address including Pin Code No. & Telephone No

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

ANNEXURE - 2

BIO DATA OF THE TENDERER

1. (a) Name of the Tenderer :
Address :
Telephone No :
Office :
Residence :
Mobile :
E-Mail :

(b) Address of office :

2. a) Status of the Firm(Whether company/
Partnership / proprietary) :

b)Name of the Proprietor/ Partners/ Directors
(With professional qualifications, if any):

I)

II)

III)

- c) Year of establishment :

3. Whether registered with Registrar of
Companies/ firm. If so, No. & Date :

4. Registration with Tax Authorities :

- a) Income-tax No. PAN :
(Furnish copies of Income-tax
returns)

- b) GST Registration Number :
(Furnish the latest copies of the returns
filed)

- c) Electrical license number & name of :

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

Tender Document for Installation of Acrylic Logo at Canara Bank Circle Office, BKC Building.
 C-14, G-block, Bandra Kurla Complex, Bandra East, Mumbai - 400 051
 associate if available

5. Names of the Bankers with address :

- I)
II)

Turnover of the Company/firm (Please attach copy of documents in support of the details)

Sl.No.	Year	Turnover
1	2019-20	
2	2020-21	
3	2021-22	

6. Registration / Empanelment with Government / Public Sector / Banks / Corporate if any (Copy of valid registration / empanelment copy should be enclosed).

NAME OF THE ORGANISATION	NATURE OF WORKS	VALUE OF WORKS	DATE OF REGISTRATION

7. What are your fields of activities? Mention the fields on preference Basis

- 1)
2)
3)

8. Details of major Acrylic logo executed in the past, - Schedule A

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

9. Details of design and fabrication facilities available - Schedule B

10. Please specify the name of the manufacturer, brand name and specifications of the Acrylic sheet, vinyl and structural steel materials. The logo provider is going to use for the Bank. (Enclose literature, technical specifications, test certificates etc).

11. Give details of the warranty for acrylic sheet and vinyl. Enclose specimen copy of the warranty card.

12. Have you ever been disqualified / levied penalties in any work contract in the past :

13. Key personnel permanently employed in your organization:

Sl. No	Name	Qualifications	Experience	Particulars of work done	Employed in your firm since	Any other
--------	------	----------------	------------	--------------------------	-----------------------------	-----------

--	--	--	--	--	--	--

14. Furnish the names of three responsible clients / persons to whom the major works carried out by the applicant with address and telephone number who will be in a position to certify about the quality as well as past performance of your organization.

NAME OF THE OFFICIAL	ORGANISATION & ADDRESS	CONTACT NUMBERS

15. Documents to be enclosed:

- i. Evidence of authority to sign. (Power of Attorney)
- ii. Schedules duly filled in the prescribed formats.
- iii. Balance Sheets and Profit & Loss Accounts for 3 years as on 31.03.2019
- iv. Copy of Partnership Deed or Registration Certificate

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

- v. Literature, technical specifications, test certificates
- vi. Copy of warranty card/ warranty agreement
- vii. Tentative Programme of completion
- viii. Copy of stamp paper agreement with principal manufacturer of acrylic sheet and vinyl materials to be used for the Acrylic logo work.
- ix. Copy of audited financial statements, as required under “Eligibility Criteria” of bid
- x. Photographs of the works place showing the equipments and facilities mentioned under General conditions of bid
- xi. Copies of documents in Sl.No.14
- xii. Copies of Work Orders and Completion Certificates along with contact details of persons in charge of projects in Schedule - B

DECLARATION:

- I/We confirm that to the best of my knowledge the information provided above is correct and any concealment of facts will lead to my disqualification at any stage by the Bank.
- I/We also confirm that we are agreeable for implementation within the time schedule and agreeable to the terms and conditions mentioned in the bid documents and specifically those relating to the five year warranty.

Place :
Date :

SIGNATURE

NAME & DESIGNATION
SEAL OF ORGANISATION

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

**Schedule “A”
EXPERIENCE RECORD**

Details of all similar major works completed or in progress during last 3 years

No.	Name of client/ Firm	Brief details of Acrylic logo work	Approx. cost	Date of completion

1. Details of all works which are at various stages of execution including works for which work orders have been received but work is yet to start, or works approaching completion but for which full completion certificates are yet to be issued, are to be provided.
2. Provide copies of Work Orders and Completion Certificates for each project along with contact details of persons in charge. The details are liable to be verified if required.

Details as available at the time of applying have to be provided.

Schedule “B”

DETAILS OF WORKSHOP AND FABRICATION FACILITIES AVAILABLE

Sl.No	Equipment/ facilities	Location

Note: Give details of all the key equipments and facilities available and their location for design and fabrication of the sign boards.

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

ANNEXURE - 3

Bidder's Authorization letter format

To

The Assistant General Manager,
Premises & Estate Section,
2dn floor B Wing,
Canara Bank, Circle Office,
C-14, G- Block,
Bandra Kurla Complex
Mumbai - 400 051

Dear Sir,

SUB: Authorization Letter for attending the Bid Opening

REF: YOUR RFP NO: - _____ Dt _____.

This has reference to your above RFP for supply of _____. Mr.
Miss/Mrs. _____ is hereby authorized to
attend the bid opening of the above RFP _____ DT: _____ on

on behalf of our organization.

The specimen signature is attested below :

Specimen Signature Of Representative

Signature of Authorizing Authority
Authority

Signature of Attesting

Name of Authorizing Authority

SIGNATURE AND SEAL OF CONTRACTOR

ANNEXURE - 4

DRAFT FORMAT OF AGREEMENT

(TO BE ENTERED WITH SUCCESSFUL CONTRACTOR/ AGENCY IN STAMP PAPER)

This agreement made on thisday of the month of in the year 2023
BETWEEN, Canara Bank a body corporate constituted under the Banking
Companies (Acquisition and Transfer of Undertakings) Act, 1970, having its Head
Office, at 112, J C Road, Bangalore- 560 002, represented by Assistant General
Manager, Mumbai Circle, its duly constituted attorney (hereinafter referred to as
Bank) of the ONE PART;

AND

M/s. ----- duly represented by one of its Partner Sri. -----
----- AGE: ... YEARS, S/O, having their office at -----
-----, Mumbai hereinafter called the Contractor) of the other part.

WHEREAS THE Bank is desirous of undertaking **Installation Of Acrylic Logo at
Canara Bank Circle Office BKC Building** as fully detailed in bill of quantities of the
tender document and has accepted the tender (RFP_____) opened on -----
furnished by the contractor & the contractor has agreed to perform the services as
set out and subject to the terms & conditions set forth in the said documents
mentioned herein under.

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this agreement words and expression shall have the same meanings as are
respectively assigned to them in the conditions of contract hereinafter referred to.
2. The following documents not inconsistent with these presents shall be deemed
to form and be read and construed as part of this agreement viz,
 - a) Notice inviting Tender
 - b) The Tender Document comprising; Tender Notice, General instruction to
tenderers, General Conditions of the Contract, Scope of works, Schedule of
quantities, Tender Drawings / Sketches.
 - c) Technical Specifications
 - c) Safety code.
 - d) All Annexures
 - e) Letters from and to the Contractor, if any, leading to and prior to acceptance
letter.

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

Tender Document for Providing External Sign Boards at Various Branches, ATMs and Offices Of Canara Bank
Across India In Region Wise under Rate Contract

3. In consideration of the payments to be made by the Bank to the Contractor the Contractor hereby covenants and agrees with the Bank to construct, complete and perform the works in conformity in all respects and subject to all terms and conditions/rules as mentioned in the aforesaid documents which shall form part of this agreement.

In witness whereof, the parties hereunto have set their respective hands and seals the day and year first above written.

For & on behalf of the

For & on behalf of the

Contractor with seal

Canara bank with seal

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

ANNEXURE - 5

**DRAFT FORMAT OF INDEMNITY BOND
(TO BE SUBMITTED BY THE SUCCESSFUL CONTRACTOR IN STAMP PAPER)**

THIS DEED OF INDEMNITY BOND is made on this ----- day of ----- month of year two thousand ----- (---.---.2023) By M/s ----- duly represented by one of its partners -----, aged -- years, son of Sri -----, residing at -----, Mumbai.

Where I am the authorised partner of M/s -----), and had applied for prequalification of Bidders for **Installation Of Acrylic Logo at Canara Bank Circle Office BKC Building.**

Whereas My Company was shortlisted for issue of tenders and my company became successful in securing the subject work through competitive tendering and the work of -----, has been awarded in favour of my Firm/ company by Canara Bank, Circle Office, c-14, G-block, Bandra Kurla Complex, Bandra East, Mumbai - 400 051.

And whereas for undertaking the furnishing work, my company has entered into contract agreement on ---.---.2023.

Now this Deed Witnessed that in pursuance of the aforesaid contract agreement dt.---.---.2023 and in consideration of Canara Bank having agreed to make payments on the running bills claimed by my company based on the works completed by my company in respect of Installation Of Acrylic Logo at Canara Bank Circle Office BKC Building and referred to above, I hereby undertake to indemnify and keep harmless the Canara Bank & its project engineer/ Architect from any damages, prosecution, other legal suits and claims arising out of any mishaps occurring at the site due to faulty work, faulty construction and for violating rules and regulations for which I shall be solely responsible.

(SRI-----)

FOR M/S -----

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

ANNEXURE - 6

Bank Guarantee Format for Earnest Money Deposit

To

The Assistant General Manager,
Premises & Estate Section,
2dn floor B Wing,
Canara Bank, Circle Office,
C-14, G- Block,
Bandra Kurla Complex
Mumbai - 400 051

WHEREAS _____ (Name of Tenderer) (hereinafter called "the Tenderer" has submitted its tender dated _____ (Date) for the execution of (Name of Contract) _____ (hereinafter called "the Tender") in favour of CANARA BANK, _____ hereinafter called the "Beneficiary";

KNOW ALL MEN by these presents that we, _____ (name of the issuing Bank), a body corporate constituted under the _____ having its Head Office at _____ amongst others a branch / office at _____ (hereinafter called "the Bank" are bound unto the Beneficiary for the sum of Rs _____ (Rupees _____ only) for which payment well and truly to be made to the said Beneficiary, the Bank binds itself, its successors and assigns by these presents;

THE CONDITIONS of this obligation are:

- (a) If the Tenderer withdraws its Tender during the period of Tender validity specified in the Tender; or
- (b) If the Tenderer having been notified of the acceptance of his Tender by the Beneficiary during the period of Tender validity;
 - (i) fails or refuses to execute the Agreement, if required; or
 - (ii) fails or refuses to furnish the performance security, in accordance with clause _____ of conditions of Contract.

We undertake to pay to the Beneficiary up to the above amount upon receipt of his first written demand without the Beneficiary having to substantiate his demand, provided that in his demand the Beneficiary will note that the amount claimed by him is due to him owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

Tender Document for Providing External Sign Boards at Various Branches, ATMs and Offices Of Canara Bank
Across India In Region Wise under Rate Contract

Notwithstanding anything contained herein

- i) Our liability under this Bank Guarantee shall not exceed Rs. _____ (Rupees
_____ only)
- ii) This Bank Guarantee is valid up to _____ 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 _____ (mention period of guarantee as found
under clause (ii) above plus claim period)

Dated _____ day of _____ 2023

SIGNATURE & SEAL OF THE BANK

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

ANNEXURE - 7

BANK GUARANTEE FORMAT FOR SECURITY DEPOSIT

Guarantee No.....
Amount of Guarantee Rs.....
Guarantee cover from Dated:
To Dated:
Last Date for Lodgement of claim:

To:

In consideration of (hereinafter called "Beneficiary")
having agreed to exempt Ltd., having its Registered Office
situated at (hereinafter called the "the obligator(s)") from the
demand of security deposit of Rs..... (Rupees
..... only) under the terms and conditions of an
agreement dated (hereinafter called the "said Agreement") for the due
fulfillment by the said obligator of the terms and conditions contained in the said
agreement, on production of the Bank Guarantee for Rs (Rupees
..... only), at the request of the obligator_____Bank, a body
corporate constituted under the Banking Companies (Acquisition & Transfer of
undertakings) Act, 1970 having its Head Office at_____amongst others a
branch at (hereinafter referred to as "the Bank") has agreed to give
following guarantee in favour of the beneficiary for an amount not exceeding
Rs..... (Rupees only) against any loss or
damage caused to or suffered or would be caused to or suffered by reason of any
breach by the said Obligator(s) of any of the terms and conditions contained in the
said agreement.

1. We, the Bank to hereby undertake to pay the amount payable under this
guarantee without any demur merely on a demand from the beneficiary
stating that the amount claimed is due by way of loss or damage caused to or
would be caused to or suffered by reason or any breach of the terms and
conditions contained in the said agreement or by reason of the obligator's
failure to perform the said agreement. Any such demand in writing made on
the Bank shall be conclusive as regards the amount due and payable by the
Bank under the guarantee. However, our liability under this guarantee shall
be restricted to an amount not exceeding Rs.....

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

2. We, the Bank 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 the beneficiary under or by virtue of the said agreement have been fully paid and its claims satisfied or till the beneficiary certifies that the terms and conditions of the said agreement have been fully discharged this guarantee. Unless a demand for claim under this guarantee is made on us in writing on or before we shall be discharged from all liabilities under this guarantee thereafter.
3. We, the Bank further agree that the beneficiary shall have the fullest liberty, without consent and without effecting in any manner or obligations hereunder, to extend time of performance the said obligator(s) from time to time or to postpone for any time any of the powers exercisable by the beneficiary against the said obligator(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved of our liability by reason of any extension being granted to the said obligator(s) for any forbearance, act or omission on the part of the beneficiary or any indulgence by the beneficiary to the said obligator(s) or by any such matter or thing whatsoever which under the law relating to sureties would not for this provision have effect of so relieving us.
4. We, the Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the beneficiary in writing.
5. Notwithstanding anything contained herein:
 - i) (Our liability under this Bank Guarantee shall not exceed Rs.
(Rupees.....only)
 - (ii) This Bank Guarantee is valid uptoand
 - (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 (mention period of the guarantee as found under clause (ii) above plus claim period)

PLACE:

DATE:

SIGNATURE

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

ANNEXURE - 9

UNDERTAKING LETTER IN YOUR LETTER HEAD WITH TECHNICAL BID

To

The Assistant General Manager,
Premises & Estate Section,
2dn floor B Wing,
Canara Bank, Circle Office,
C-14, G- Block,
Bandra Kurla Complex
Mumbai - 400 051

SUBJECT: RFP _____ Dated:

Dear Sir,

This has reference to your above RFP published in your banks website and CPPP web site.

We hereby state that we M/s _____ have submitted the above offer documents duly filling at the appropriate places without making any alterations , corrections , omissions in the offer issued by the bank or downloaded from the web site.

Signature & Name of the Bidder with seal

ANNEXURE - 8

(DECLARATION TO BE SUBMITTED ON LETTER HEAD OF THE BIDDER)

Ref: _____

I / We hereby declare that I / We have not been banned or blacklisted or debarred by any Government , Quasi Government Agencies, Public Sector Undertakings or Private Companies anywhere, anytime.

Should it be observed anytime during currency of the bidding process or during execution of the work that I / We have been banned, blacklisted or debarred by any of the above Agencies, then I / We agree for termination of the contract forthwith and also agree for forfeiture of our Earnest Money Deposit and Security cum Performance Deposit, if any, by Canara Bank, without any recourse.

Dated:

Signature & Name of the Bidder with seal

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

ANNEXURE - 09

PRICE BID FORMAT					
Sr. No.	Description	Qty.	Unit	Rate Rs.	Amount Rs.
1	Backlit LED (Acrylic) logo				
	Supply, Installation, testing & Commissioning of Acrylic Bank's Logo with 5 years of warranty.	180	Sq. Ft.		
	5 mm thick 040 cast Acrylic sheet-Astari/yearlog or any other specific make approved by the bank with Osram/Lighting Technologies/ specific make approved by the Bank Water proof LED and bank's Colour Vinyl with 5 years warranty. Aluminium Frame for 4 side fixed properly. White vinyl back side of Backlit for better visibility. Scaffolding from the top.				
	Timer: Supply and installation of digital timer of L & T/Legrand make.				
	The logo should be fixed to the MS structure as mention with adequate channels and to be painted properly.				
	All necessary permissions (if applicable) from Govt. Dept. shall be under the scope of vendor - bank will pay actual fees of MCGM.				
1.1	Providing necessary Scaffolding/ Trolley/ Crane/ Plat, tools and Machinery required for execution of work with installation, loading/unloading.				
2	Structural Steel:-				

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)

Tender Document for Providing External Sign Boards at Various Branches, ATMs and Offices Of Canara Bank
Across India In Region Wise under Rate Contract

	Providing and fabriccating and erecting in position strcutural steel of all sizes and dimensions (all sections for columns, beams, girders, chequered plates, plain MS plates, etc.) at all levels and positions as per drawing including bolts of various dimeters, cutting, splicing, welding, etc. with all nuts, bolts, sag rods, washers, shear connectors, rivets, anchor bolts, studs, welding electrodes, binding wire, base plates, etc. with a coat of Zinc Chormate Primer and two coats of Synthetic Enamel paint as per the manufacturer's instructions, etc. complete or as directed by the consultant.	6750	Kg		
3	Breaking the existing terrace waterproofing upto the slab (2'x2') for fixing the base plate. Providing and applying two coats of WP coating and after fixing the plate redoing the waterproofing again.	12	Nos.		
4	Providing & fixing Hilti grouts for fixing 16 mm anchor bolts, minimum 4" in the slab.	50	Nos.		
5	Providing, fabricating, placing in position new reinforcement wherever necessary with binding wires etc. all as directed by the consultant.	100	kg		
6	Providing and erecting a pedestal (3'x3'x2') in concrete (M25) for structural members over the terrace waterproofing, plastering, watas on all sides, with membrane coating, etc. complete or as directed by the consultant.	12	Nos.		
Total					
TOTAL IN WORDS -					

SIGNATURE OF THE BIDDER/CONTRACTOR (WITH SEAL)