

**BANK OF INDIA  
SILIGURI ZONAL OFFICE  
UNITY BUILDING, SEVOKE ROAD, SILIGURI,  
DIST. DARJEELING (WEST BENGAL)**

**TENDER DOCUMENT**

**FOR**

**INTERIOR FURNISHING WORK(PART-A)**

**AND**

**FALSE CEILING(PART-B)**

**OF**

**BERHAMPUR BRANCH PREMISES**

**AT**

**BERHAMPUR, DIST. MURSHIDABAD**

TENDER ISSUED TO M/S .....

.....

ADDRESS : .....

.....

CONSULTANTS :

P L A C O N

*138, Biplabi Rash Behari Bose Road,  
3<sup>rd</sup> Floor, (Room No. 309), Kolkata – 700 001*

CONTENTS

SL. NO.	SECTION NO.	DESCRIPTION
1.	I	TENDER NOTICE
2.	II	GENERAL INSTRUCTION TO TENDERERS
3.	III	LIST OF APPROVED MATERIALS FOR WORKS
4.	IV	SPECIFICATION & WORK SCHEDULE
5.	V	DRAWINGS

**SECTION – I**  
**TENDER NOTICE**

Inviting Tender for Interior Furnishing work  
of Berhampur Branch, premises.

Zonal Manager  
Bank of India,  
Siliguri Zonal Office,  
Sevoke Road, Siliguri, Dist. Darjeeling (West Bengal)

For the following work :

- |    |                                    |   |  |
|----|------------------------------------|---|--|
| a) | Name of Work                       | : | Interior Furnishing work of Berhampur Branch Premises on 1 <sup>st</sup> Floor.  |
| b) | Location of Work                   | : | It is located at Berhampur Samavika Building, Dist. Murshidabad.   |
| c) | Tender Document available at       | : | The Estate Department, Bank of India, Siliguri Zonal Office, Unity Building, 1 <sup>st</sup> Floor, Sevoke Road, Dist. Darjeeling.   |
| d) | Cost of Tender Document Demand     | : | Rs. Nil only in the shape of Crossed Bank Draft / Pay Order / Banker's Cheque drawn in favour of Bank of India, Zonal Office and payable at Siliguri.                              |
| e) | Earnest Money Deposit              | : | Rs. 5000/= (Rs.Five thousand) only in the shape of Crossed Demand Bank Draft / Pay Order / Banker's Cheque drawn in favour of Bank of India, Zonal Office and payable at Siliguri. |
| f) | Time of Completion Order.          | : | 30 days from the date of issue of the Work Order.  |
| g) | Last Date for submission of Tender | : | Within 3.30 P.M. on 14 <sup>th</sup> November, 2009.   |
| h) | Opening of Tender                  | : | At 4.00 P.M. on 14 <sup>th</sup> November 2009.  |

- i) Submission to : At the office of  
Bank of India  
Zonal Office, Siliguri Zone,  
Unity Building, 1<sup>st</sup> Floor, Sevoke Road,  
Dist. Darjeeling (West Bengal)
- j) Tender Addressed to : Zonal Manager,  
Bank of India  
Zonal Office, Siliguri Zone,  
Unity Building, 1<sup>st</sup> Floor, Sevoke Road,  
Dist. Darjeeling (West Bengal)
- k) Mode of Submission of Tender : The Tender shall be submitted in accordance  
with the procedure detailed herein.  
  
EMD shall be sealed in a separate envelope No.  
1. Specified Documents and envelope No. 1  
(EMD) shall be in one envelope No. 2 of  
appropriate size, which shall be sealed properly.  
This envelope which shall be endorsed on the  
outside face.  
  
“Tender for Interior Furnishing work of Bank of  
India, Berhampur Branch, Dist.Murshidabad..
- l) Clarification if any to be  
obtained from Office of the : PLACON, (Consultant)  
138, Biplabi Rash Behari Bose Road,  
3<sup>rd</sup> Floor (Room No. 309),  
Kolkata – 700001, Ph – (033) 2243-2706  
Mobile : 9748717601 / 9830005601
- m) Validity of Tenders : Two weeks from the date of submission of  
Tender.

The Employer does not bind itself to accept the lowest tender and reserves to itself the right to reject any or all the Tenders received without assigning any reason thereof. The notification of award of the contract will be made to the successful Tenderer in writing by the Consultant.

Yours faithfully,

Sd/-  
For BANK OF INDIA  
ZONAL MANAGER

## **SECTION – II**

### **GENERAL RULES AND INSTRUCTIONS FOR THE GUIDANCE OF TENDERERS**

1. Tenderers are invited on behalf of Bank of India, BERHAMPUR BRANCH Premises for Interior Furnishing Work at BERHAMPUR, Dist. Murshidabad.
2. It is proposed that the intending Tenderers may contact at the office of the Consultants of M/s. PLACON, 138, Biplabi Rash Behari Bose Road, 3<sup>rd</sup> Floor (Room No. 309), Kolkata – 700001.
3. The intending Tenderers shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirements of the work, facilities of the work, facilities of the transport condition, effective labour and materials, access and storage for materials and removal of rubbish etc.
4. Tenderers in only printed forms issued by the Consultants should be placed in sealed covers addressed to Bank of India, Zonal Office, Siliguri Zone, Sevoke Road, Siliguri, (West Bengal). The Tenderers should quote the figures as well as in words the rates and amount in figures only tendered by them. The language for filling Tender Documents shall be in English. The amount for each item should be marked out and requisite total given.
5. All correction shall be attested by the initials, of the Tenderers with the seal of the firm, in case any discrepancy / difference is found on checking between rates quoted by the contractor in words and figures or in the amount worked out by him, the following procedure shall be followed :
  - (a) When there is a difference between the rates in figures and in words, the rates which corresponds to, the amount worked out by the contractor, shall be taken correct.
  - (b) When the amount of any item is not worked out by the Contractor or it does not correspond which the rate written either in figure or in word, then the rate quoted by the Contractors in words shall be taken as correct.
  - (c) When the rate quoted by the Contractor in figures and in words tallies but the amount is not worked out correctly, rate quoted by the Contractor shall be taken as correct and not the amount.
  - (d) Amendments as mentioned above shall be based on the Tender marked original only.
6. The acceptance of a Tender with the Bank of India, Zonal Office Siliguri Zone, Sevoke Road, Siliguri, (West Bengal). , which does not bind itself to accept the lowest Tender and reserves to itself the authority to reject any or all the Tenders received without assignment of any reason. All Tenders in which of the prescribed conditions are fulfilled or are incomplete in any respect are liable to be rejected. The employer reserves the right to accept Tender in full or in part and the Tenderers shall have no claim for revision of rates or other conditions if his Tender is accepted in parts.

7. All rates shall be quoted on the proper form of the Tender alone. Special cares should be taken to write the rates in figures as well as in words and the amounts in figures only. The total amounts should be written in future. In case of figures the words Rs. Should be written before the figures of rupees and words paise after the decimal figures, e.g. Rs.2.15 and in case of words, the word Rupees should precede and the word "Paise" should be written closely following the amount and it should not be written in the next line.
8. Canvassing in connection in Tenders is strictly prohibited and tenders submitted by the Contractors who resort to canvassing will be liable to rejection.
9. Sales Tax or any other Tax on materials or on finished work in respect of this contract whether in vogue or likely to be imposed in future, shall be payable by the Contractor and the Employer will not entertain any claim whatsoever in this respect at any time. Rates should include all these Taxes.
10. The Tender for work shall remain open for acceptance for a period of Two (2) weeks from the date of opening Tender. If any Tender withdraws his Tender before the said period, then the employer shall be a liberty to forfeit the earnest money paid along with the Tender.
11. It will be obligatory on the part of the Tenderer to tender and sign the Tender Documents for all the component parts.
12. A Certificate of Completion shall accompany the final bill of the Consultant. Payment of refunded in the manner as stated condition. In acceptance of payments of the final by the Contractor would indicate that he will have no further claim in respect of the work executed.
13. The **EMD** (Earnest Money Deposit) of unsuccessful bidder will be refunded to them **WITHOUT ANY INTEREST** within two weeks from the date of awards of work to the successful bidder.
14. **CLEARING SITE ON COMPLETION**

On completion of the work the Contractor shall clear away and remove from the site all constructional plant, surplus materials rubbish and temporary work of every kind and leave the whose of the site and the work clean and in a workmanlike conditions to the satisfaction of the Employee / Consultant.

15. **TERMS OF PAYMENT**
  - a) 90% to be released after entire work is completed and handed over to the satisfaction and certification of the consultant / Branch Manager.
  - b) 10% to be released after the defect liability period of 12 months, without any interest.
16. **LIQUIDATED DAMAGE**

The delivery and installation should be adhered as stipulated time, failing which liquidated damages @ 0.5% per week subject to maximum of 5% of the total order value shall be levied.

17. **TERMINATION OF CONTRACT BY EMPLOYER**

If the Contractor being a Company go in to liquidation whether voluntary or compulsory or being a firm shall be dissolved or being an individual shall be adjudicated insolvent or shall make an assignment or a composition for the benefit of the greater part, in number of amount of this creditors or shall enter into a deed or arrangement with his creditors, or if the Official assignee in insolvency, or the receiver or the Contractor in insolvency, shall be unable, within fourteen days after notice to him requiring him to do so, to show the reasonable satisfaction of the employer that he is able to carry out an fulfill the Contractor, and if so required by the Employer to give reasonable security there of or if the Contractor shall suffer execution to be issued, or shall suffer any payment under this contract to be attached by or on behalf of and of the creditors of the Contractors, or shall assign, charged or encumber this contract or any payment due or which may become due to the Contractor, there under or shall neglect or fail to observed and performed by the Contractor within three clear days after the notice shall have been given to the Contractor observe or perform the same or shall used importer materials or workmanship in carrying on the work of shall in the opinion of the employer not exercise such due diligence and make such due progress as would enable the work to be completed with due time agreed upon and shall failed to proceed to the satisfaction of the employer after three clear days notice requiring the Contractor so to do shall have been give to the Contractor as hereinafter mentioned or shall abandon the contract, then and in any of the said cases, the employer may notwithstanding previous waiver determine the contract by the notice in writing to the effect as hereinafter mentioned but without thereby effecting the powers of the employer of the obligation and liabilities of the contractors the while of which shall continue on force as fully as if the contract had not been so determine as if the work subsequently executed had been executed by or on behalf of the Contractor.

**IF THE CONTRACTOR HAS BEEN TERMINATED THE EMPLOYER RESERVES THE RIGHT TO RECTIFY THE ITEMS AND COMPLETE THE JOB IN THE RISK AND COST OF THE TERMINATED VENDOR BY ANY OTHER APPROVED VENDOR.**

## APPENDIX – I(PART-A)

- 1) Name of Work : Interior Furnishing work of Berhampur Branch on 1<sup>st</sup> Floor.
- 2) Location of Work : It is located at Berhampur, Samivika Building Dist. Murshidabad.
3. Scope of Work : As in 1 and 2 above and as further detailed in instruction Tenderer.
4. Date of Commencement Order : Within 7 (Seven) days from issue of work.
5. Defect Liability Period : 12 (Twelve) months from the date of completion certificate issued by the Consultant / Employee.
6. Retention Percentage : 10% of the execute project cost / final bill amount.
7. Limit of Variation : No extra / additional work should be carried out by the Contractor without prior consent / approval. Any sample to be made shall be at Contractor's cost for approval. Consultant has right to reject the completed work if any defect found with the specification / work. Authority or Consultant has right to change the layout during / before / after work for requirement of Branch.
8. Validity of Tender : Two (2) weeks after opening the Tender.
9. Insurance : Successful Contractor shall have to take out Statutory Labour Laws Workman Compensation Act, Insurance Policy / Comprehensive Insurance Policy for the during of the work covering aspects such as fire hazards, earthquake, their party risk etc. receipt of premium paid.
10. Completion Time and Liquidated Damage : The entire job will be completed within 25 days from the date of the Work Order. In the event of your failure to complete the work in all respect including site clearance and reinstatement of damage portion within the stipulated time. Liquidated damage @ 0.50% per week of delay shall be levied subject to a maximum of 10% of the total order value.

## SECTION – III

**LIST OF MATERIALS FOR APPROVED BRAND / PRODUCT**

01.	Plywood (M R Grade)	:	Sarda Plywood Duro Ply / Green Ply Ecotech/ URO / Century Ply Wood Sainik
02.	Laminates mentioned	:	Greenlam, Silicon, Century Ply Mica (Shed as in the working drawing and bill of quantities).
03.	Lipping & Moulding	:	Teak Wood.
04.	Adhesive	:	Fevicol SH.
05.	Locks (Multi purpose)	:	Godrej.
06.	Night Latch	:	Godrej.
07.	Glass	:	Modi / Asahi / Saint Gobain.
08.	Aluminium	:	Jindal.
09.	Aluminium Cladding	:	Eurobond / Altobond / Alukbond.
10.	Door Closer	:	Garnish.(Heavy Duty) / Godrej.
11.	Paint	:	Berger / ICI Dulux./ Asian Paints
12.	Wood Preservative	:	Bison by British Paints / Termiseal by ICI.
13.	Wood	:	Well Season Kapoor / Gumar / Badam.
14.	Drawer Channel	:	Telescopic.
15.	Screw	:	Nettlefold
16.	Key Board Drawer	:	EBCO.
17.	Telescopic CPU Stand /Trolley:	:	EBCO.
18.	Cable Organiser	:	EBCO.

All other Materials shall be best quality heavy section mentioned in the drawing as well as in bill of quantities and also approved by Bank / Consultant.

SECTION – IVDETAIL SPECIFICATION FOR BILL OF QUANTITIES FOR INTERIOR FURNISHING  
WORK OF BERHAMPUR BRANCH OF BANK OF INDIA

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
1.	<p><b><u>Front Office Counter :</u></b> Providing and fixing in position one Front Office Counter 2'-6" wide as per Drawing No.1, (1-A), 1-B, 1-C, 1-D) comprising of the following complete in all respects :-</p> <p>i) Working top made with 25mm thick Plywood finished with 1mm thick laminate. Outside edge of the working top shall be provided with 1 ¼" x 1" Teak Wood moulding finished with melamine polish. Inside edge will be provided with ½" x 1" T.W. beading patti with melamine finish.</p> <p>ii) Vertical facia (Apron) made with 18mm thick plywood finished with 1mm thick laminate with 1mm thick groove at the joint of laminates of two different shades.</p> <p>iii) Vertical drop (horizontal band) shall be provided on the facia below the working top made with 18mm thick plywood finished with 1mm thick laminate with provision for concealed light, 1 mm thick groove shall be provided at the joint of two different shades of laminate.</p> <p>iv) Glazed partition above working top to be provided with 12mm thick clear glass cut to the standard shape fixed to partition as per fixing details and to boxing with concealed S. S. finished 'D' brackets as shown in the drawing. The exposed edges of the glass shall be finished in mirror polish.</p>	Rft	12		

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
	<p>v) 3'-10" High Boxing (10" x 10") made with 18mm thick plywood finished with 1mm thick laminate including providing and fixing 6mm thick square frosted glass at a height 3'-2" above finished floor level.</p> <p>vi) 1'-9" high Boxing (5" x 5") made with 12mm thick plywood finished with 1mm thick laminate.</p> <p>vii) Vertical supports made with 18mm thick plywood finished with white enamel paint.</p> <p>viii) Telescopic CPU Stand / readymade Keyboard tray shall be provided of approved model and make.</p> <p>ix) Footrest made with Wooden member of size 4" x 1 1/2" finished with French polish.</p> <p>x) Drawer units as per drawing shall be provided with multipurpose Godrej locks in each drawer. Facia of drawer unit shall be finished with 1mm thick laminate and all other sides shall be finished with white enamel paint. The drawers will be provided with handles (Stainless Steel finish) and channels.</p> <p>xi) Boxing as per drawing made with 12mm thick plywood finished with Synthetic enamel paint shall be provided below the table top for electrical conducting and at the bottom for the LAN cable / Telephone wire conducting. The item to include all necessary hardware and fittings in Stainless Steel finish, lipping to all edges and making provision only for electrical fitting behind the front. Vertical drop and also in the 10" x 10" boxing as shown in the drawing. Necessary beadings with melamine polish for fixing the glass are to be provided.</p>				

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
2.	<p><b><u>Cash Counters</u></b></p> <p>Providing and fixing in position Cash Counter 2'-9" wide as per Drawing No. (2-A, 2-B, 2-C, 2-D, 2-E, 2-F) comprising of the following :</p> <p>i) Working top made with 25mm thick plywood finished with 1mm thick laminate. Outside edge of the working top shall be provided with 1¼" x 1". Teak Wood moulding finished with melamine polish. Inside edge will be provided with ½" x 1". T.W. beading patti with melamine polish.</p> <p>ii) Vertical facia (Apron) made with 18mm thick plywood finished with 1mm thick laminate with 1mm thick groove at the joint of laminates of two different shades.</p> <p>iii) Vertical drop (horizontal band) shall be provided on the facia below the working top made with 18mm thick plywood finished with 1mm thick laminate with provision for concealed light, 1mm thick groove shall be provided at the joint of two different shades of laminate.</p> <p>iv) Glazed partition of 1'-4" height above working top provided with 12mm thick toughened and frosted glass besides non-transparent film from inside fixed to partition as per fixing details and to boxing with concealed S. S. finished 'D' brackets as shown in the drawing. The exposed edges of the glass shall be finished in mirror polish.</p> <p>v) Transaction top shall be provided with 12mm thick toughened glass (partly glazed partly frosted) fixed horizontally with concealed Stainless Steel 'D' bracket. Both exposed edges (inside and outside) shall be moulded and finished in mirror polish.</p>	Rft.	22		

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
	<p>vi) Glazed partition having height 1'-0" above the transaction top (in facia) shall be provided with 12mm thick glass (clear) with cut out of 8" x 4" as per drawing. The edges of cut out and the top edge of glass are to be mirror polished and to be fixed to partition as per fixing details and to boxing with concealed S. S. finished 'D' brackets as shown in glass (Clear) above the slit to be fixed to partition as per fixing details and to boxing with concealed S. S. finished 'D' brackets as shown in the drawing. The exposed edges shall be finished in mirror polish.</p> <p>viii) 7'-7" high Boxing (10" x 10") made with 18mm thick plywood as per drawing with 1'-6" horizontal extension at the top including providing and fixing 6 mm thick square frosted glass at a height of 5'-11" above Finished Floor level.</p> <p>ix) 1'-9" high boxing (5"x5") made with 12mm thick plywood finished with 1mm thick laminate are to be provided.</p> <p>x) Telescopic CPU Stand / readymade Keyboard tray shall be provided of approved model and make.</p> <p>xi) Footrest made with wooden member of size 4" x 1 ½" finished with French polish.</p> <p>xii) Drawer units as per drawing shall be provided with multipurpose Godrej locks in each drawer. Facia of drawer unit shall be finished with 1mm thick laminate and all other sides shall be finished with white enamel paint. The drawers will be provided with handles (Stainless Steel finish) and channels as per approval of the Project Consultant / Bank.</p>				

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
	<p>xiii) Boxing as per drawing made with 12mm thick plywood finished with Synthetic enamel paint shall be provided below the table top for electrical conducting and at the bottom for the LAN cable / Telephone wire conducting.</p> <p>The item to include all necessary hardware and fittings in Stainless Steel finish, lipping to all edges and making provision only for electrical fitting behind the front. Vertical drop and also in the 10" x 10" boxing as shown in the drawing. Necessary beadings with melamine polish for fixing the glass are to be provided</p>				
3.	<p><b><u>Partly Glazed Partition for Cash Cabins</u></b>  Providing and fixing in position 7' – 7" high partly glazed partition for Cash Cabins as per Drawing Nos. (2-A, 2-B, 2-C, 2-D &amp; 2-E) including door Drawing No. (12) in frame work at 2' x 2' grid (horizontally and vertically) comprising of 2" x 1 ½ " wooden Section and / or as per frame work shown in the drawings with 6mm plywood on both sides finished with 1mm thick laminates of approved shade and colour as shown in drawings. Item to include 8 mm thick glass with etching and frosting as per design. Necessary cutouts are to be provided in the glass and edges of the glass cutouts are to be finished in mirror polish. All exposed wooden. surfaces to be finished in melamine polish of matching laminate colour as directed.</p>	Sft	318.36		
4.	<p><b><u>Cash Rear Partition with Door Shutter for Cash Cabins.</u></b>  Providing and fixing in position cash rear partition with louvers finished door as per Drawing Sheet No. 2D &amp; 12. Frame work at 2" x 2" wooden member for door sides and glass sides and wooden door frame to take 8 mm thick glass with etching and frosting.</p>				

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
	<p>The door will be provided with T.W. louvers finished in melamine polish of matching laminate colour. The doors are also to be provided with Godrej Night Latch. Two wooden trays are also to be provided as per drawing. Necessary cutouts are to be provided in the glass and the edges of the glass cutouts are to be finished in mirror polish. All exposed wooden surfaces to be finished in melamine polish of matching laminate colour as directed including all necessary Stainless Steel finish fittings / hardware, door closers, Godrej locks and wood preservative paint etc. as per list approved material and as approved by the Consultant / Bank complete in all respects.</p>	Sft	166.76		
5.	<p><u>Partly Glazed Half Height Partition</u></p> <p>Providing and fixing in position 8' - 0" high partly glazed Half Height Partition work as shown in the Drawing Nos. (3) &amp; (4) including 2 nos. door shutters as shown in the Drawing no. (13) &amp; 1 in frame work at 2' x 2' grid (horizontally and vertically) comprising of 2" x 1 1/2" wooden Section and / or as per frame work shown in the drawings with 6mm plywood on both sides finished with 1mm thick laminates of approved shade and colour as shown in drawings.</p> <p>Item to include 8 mm thick glass with etching and frosting as per design and 2" x 2" wooden member for door sides and glass sides and T.W. door frame to take 8 mm thick glass with etching and frosting.</p> <p>All exposed wooden surfaces to be finished in melamine polish of matching laminate colour as directed including all necessary Stainless Steel finish fittings / hardware, door closers, Godrej locks and wood preservative paint etc. as per list of approved material and as approved by the Project Consultant / Bank complete in all respects.</p>	Sft	70		

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
6.	<p><u>Partly Glazed Low Height Partition</u>            Providing and fixing in position 4'-0" high partly glazed low height partition with 3 Nos. gate (2.5" thick) in frame work with wooden vertical members at 2' c/c and 3 horizontal members at equal distance comprising of 2" x 1 1/2" wooden. Section with 6 mm plywood on both sides finished with 1mm thick laminates of approved make and shade as shown in Drawing No. (14) or (3). Item to include 12mm thick frosted glass to be fixed as shown in Drawing. The exposed edges of the glass to be finished in mirror polish. wooden runner should be melamine polished in matching colour of laminate etc. complete in all respects.</p>	Sft	40		
7.	<p><u>Solid Half Height Partition</u>            Providing and fixing in position 8'-0" high solid Half Height Partition work as shown in the Drawing Nos. (3) &amp; (4) including 2 nos. door shutters as shown in the Drawing no. (13) &amp; 1 in frame work at 2' x 2' grid (horizontally and vertically) comprising of 2" x 1 1/2" wooden Section and / or as per frame work shown in the drawings with 6mm plywood on both sides finished with 1mm thick laminates of approved shade and colour as shown in drawings.            All exposed wooden surfaces to be finished in melamine polish of matching laminate colour as directed including all necessary Stainless Steel finish fittings / hardware, door closers, Godrej locks and wood preservative paint etc. as per list of approved material and as approved by the Project Consultant / Bank complete in all respects.</p>	Sft	50		

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
8.	<p><u>Manager's Table</u>            Providing and fixing in position Manager's Table of size 5'-6" x 2'-6" as per Drawing No. (6) by using 25mm thick plywood for top and 18mm thick plywood for all other horizontal and vertical members. Telescopic CPU Stand / readymade Keyboard tray shall be provided of approved model and make. Footrest made with T.W. member of size 4" x 1 ½ " finished with French polish. All exposed plywood surfaces to be finished with 1mm thick laminate of approved make &amp; shade, and all exposed edges of table top &amp; ply verticals to have 1" x ¼ " T.W. lipping. All exposed T.W. sections to be Melaminated polish and internal surfaces to have white enamel paint as directed. Item to include plywood boxing, all necessary hardware and fittings in Stainless Steel finish, lipping to all edges etc. complete in all respects.</p>	No.	1		
9.	<p><u>Officer's Table</u>            Providing and fixing in position of Officer's Table of size 4'-6" x 2'-3" as per Drawing No. (5) by using 25mm thick plywood for top and 18mm thick plywood for all other horizontal and vertical members. Telescopic CPU Stand / readymade Keyboard tray shall be provided of approved model and make. Footrest made with T.W. member of size 4" x 1 ½ " finished with French polish All exposed plywood surfaces to be finished with 1 mm thick laminate of approved make &amp; shade, and all exposed edges of table top &amp; ply verticals to have 1" x ¼ " T.W. lipping. All exposed T.W. sections to be melaminated polish and internal surfaces to have white enamel paint as directed. Item to include plywood boxing, all necessary hardware and fittings in Stainless Steel finish, lipping to all edges etc. complete in all respect.</p>	Nos.	3		

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
10.	<b><u>Staff / Daftary Table</u></b> Providing and fixing in position Staff Table of size 4' – 3" x 2' – 2" as per drawing No. (5) and other details are as per specification of Officer's Table.	No.	1		
11.	<b><u>Side Unit (Side Storage)</u></b> Side Storage 3'-0" x 1'-4" as per drawing shall be provided. Facia of Side Storage shall be finished with 1 mm thick laminates as shown in the drawing and all other sides shall be finished with white enamel paint. The Side Storage shall be provided with handles (Stainless Steel finish) and channels as per approval of the Project Consultant / Bank. All exposed plywood surfaces to be finished with 1 mm thick laminate of approved make & shade, and all exposed edges of table top & ply verticals to have 1" x ¼" T.W. lipping. All exposed T.W. sections to be melaminated and internal surfaces to have white enamel paint as directed. Item to include plywood boxing, all necessary hardware and fittings in Stainless Steel finish, lipping to all edges etc. complete in all respects.	Nos.	2		
12.	<b><u>Entrance Door</u></b> Providing and fixing Entrance Door (Glazed) as per Drawing No. (11) in Silver Anodised Aluminium door section (Jindal Make) in top and bottom, glazed with 12mm thick glass of approved make with etching and frosting. Item to include floor springs, lock, all necessary hardware of Stainless Steel finish as approved by the Project Consultant / Bank complete in all respects excluding façade of entrance door.	Sft	32		
13.	<b><u>Column Cladding</u></b> Cladding the column upto the height of 7' – 7" from floor level with 50 mm x 12.5 mm Gamari Wood base frame work vertical each face and 450 mm apart horizontal members. All around the column 6 mm BWR/PF Ply base rapped by 1 mm laminate of silicon. 25 mm x 12 mm Gamari wood moulding all round and polish finish matching with laminate.	X	X		

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
14.	<p><b><u>Writing Table</u></b>            Providing &amp; fixing in position 1 No. Writing Table 42" x 17" made with 18 mm thick ply board and top finish with 1 mm laminate of blue shed and bottom surface finish with white enamel paint, 3 sides edges 18 mm thick molding bedding and finish with natural polish finish and it should be fitted with picture plate.</p>	No.	1		
15.	<p><b><u>Partly Glazed Partition (Manager's Cabin )</u></b>            Providing and fixing in position partly glazed 8'-0" Height Partition work as shown in the Drawing Nos. (3) &amp; (4) including 1 no. door shutters as shown in the Drawing no. (3) &amp; (4) including door as shown in the Drawing No. (13) &amp; 1, in frame work at 2' x 2' grid (horizontally and vertically) comprising of 2" x 1 1/2 " wooden Section and / or as per frame work shown in the Drawings with 6 mm plywood on both sides finished with 1 mm thick laminates of approved shade and colour as shown in drawings.</p> <p>Item to include 8 mm thick glass with etching and frosting as per design and 2" x 2" wooden member for door sides and glass sides and wooden. door frame to take 8 mm thick glass with etching and frosting.</p> <p>All exposed wooden surfaces to be finished in melamine polish of matching laminate colour as directed including all necessary Stainless Steel finish fittings / hardware, door closers, Godrej locks and wood preservative paint etc. as per list of approved material and as approved by the Project Consultant / Bank complete in all respects.</p>	Sft	235.50		

Sl. No.	Description of Item	Unit	Qty.	Rate (in Rs)	Amount (in Rs.)
16	<p><b><u>Notice Board</u></b></p> <p>Providing &amp; fixing in position 1 No. Notice Board of 3' – 0" x 2' – 0" made with 3" x 1 ½" wood section of 4 sides, with openable glass shutter fitted with Steel Hinges with proper locking system. Providing soft board and covered by velvet cloth of blue shed. Entire exposed surface finish with off white enamel paint and at top face written "NOTICE BOARD" of blue shed paint.</p>	No.	1		
				Total :	

(Rupees \_\_\_\_\_ only)

Dated : .....

\_\_\_\_\_  
Signature of Contractor with Seal

## Section – V

### CONTENTS OF DRAWINGS

- (1) Layout Drawing Sheet No. 1
  
- (2) Others Detail Drawings to be followed as per enclosed H.O. reference Drawing.

**NOTE : ABOVE DRAWINGS ARE AVAILABLE AT ZONAL OFFICE  
SILIGURI ZONE (ESTATE DEPARTMENT).**