

UNITED BANK OF INDIA
HOOGLHY REGIONAL OFFICE
23, Rai M.C.Lahiri Bahadur Street, Serampore , West Bengal -712201
PHONE: -2652-3394/5236/5477, 2662-7511:: FAX-2662-0607

NOTICE OF INVITATION TO TENDER

Sealed tenders, in duplicate, are invited on behalf of United Bank of India, **Hooghly Regional Office, at 23, Rai M.C. Lahiri Bahadur Street, Serampore, Hooghly – 712 201, West Bengal** from the enlisted bonafide contractors having adequate experience to execute similar composite work (eligible for Rs. 38.50 Lacs and above) for **Renovation and Refurbishing (Total Civil / Sanitary / Interior and Electrical with A.C.) work to UBI - Uttarpara Branch at 35/1, J.K. Street, Uttarpara West Bengal, Hooghly – 712 258 .-**

1	Name of the work	Renovation and Refurbishing [Total Civil / Interior, Sanitary / Plumbing & Electrical lan & A.C.] Work to UBI- Uttarpara Branch at 35/1, J.K. Street, Uttarpara West Bengal, Hooghly – 712 258.
2	Location of work	UBI - Uttarpara Branch at 35/1, J.K. Street, Uttarpara West Bengal, Hooghly – 712 258
3	Time allowed for completion	3 (Three) Months. (90 days)
4	Pre-qualification Criteria	<p>Pre-Qualification Criteria are invited on behalf of UBI, Hooghly Regional Office. The details are as follows :</p> <p>Interior firms intend to participate in the tender , must fulfill the following eligibility criteria</p> <ul style="list-style-type: none"> i) The firm must have at least 7 years experience in the field of interior furnishing, Civil, Electrical, Lan and AC works. It should have experience of such projects in Nationalised Banks and expertise to execute composite nature of work. ii) The firm must be registered with appropriate authorities like registrar of Company, Tax authority etc. iii) The average annual turnover of the firm, during last 3 years, (upto 31.03.2011) should be at least Rs.45.00 lacs iv) The firm must have experience of having successfully completed during last 7 years : <ul style="list-style-type: none"> 1. At least 3 nos. similar projects, each costing minimum Rs.19.25 lac 2. At least 2 nos. similar projects, each costing minimum Rs.30.80 lac 3. At least 1 nos. similar project , costing minimum Rs.38.50 lac <p>Testimonials to be submitted alongwith tender in cover-I. Following documents (with it's supporting valid papers) are also to be submitted alongwith tender in cover-1.</p> <ul style="list-style-type: none"> v) Name ,address & type of firm with organization details, Trade License registration certificate copy, telephone numbers, fax numbers etc. vi) List of Govt./Quasi-Govt. Deptt. And other organizations of repute with whom the company is empanelled / working. vii) List of similar work completed in last 7 years with details enclosing completion certification from the clients alongwith the names of two responsible clients / persons with address & telephone number who will be in position to certify about quality as well as past performance of your organization. viii) List of similar work in hand with details enclosing the copies of work orders from the clients. ix) Copies of the Audited balance Sheet for last 3 years along with the Profit & Loss Account. x) Banker's Certificate for the credit worthiness minimum of Rs.25 lac. Certificate should be within six months from tender opening date. xi) Valid Income Tax / Pan Card ,Sales tax clearance certificates, VAT

		<p>Registration Certificate & Service Tax Registration No. etc.</p> <p>xii) List of disputes / Litigations entered into, if any, with it's details.</p> <p>The Contractor firm should be in a position to furnish certificate/letter as obtained from the clients, regarding satisfactory completion of job/jobs ,to establish the aforesaid criteria.</p>
5	Earnest Money Deposit	Rs 45,000/- [Rupees Forty Five Thousand Only] in the form of Bank Draft / Pay Order drawn in favour of United Bank of India and payable at Hooghly Regional Office, Serampore Submitted with Cover-I [without Earnest Money in proper form Tender will be rejected]
6	Cost of tender documents	Rs. 1000.00 [Rupees One thousand Only] per set of documents (Original & Duplicate, both the documents are to be submitted in the tender process (in Cash - non-refundable)
7	Availability of Tender document	Tender Documents will be available from the Architect office, M/s. DEARCH ARCHITECTS PRIVATE LIMITED, 58/1A, Pallisree , Kolkata-700092 (Phone no.- 033-24235804/9830018243) from 22.03.2011 to 31.03.2011 between 10-00 a.m. to 06-00 p.m. excepting 2nd & 4th. Saturdays, Sunday & National Holiday.
8	Time and last date of submission of tender	Upto 12.30 P.M. on 25.04.2011 at the United Bank of India, Regional Office, 23 Rai M.C.Lahiri Bahadur Street, Serampore, Hooghly -712201.
9	Time and date of the pre -bid meeting	At 02.00 p.m. on 14.04.2011 at the Office of the Dy.General Manager & CRM, United Bank of India, 23 Rai M.C.Lahiri Bahadur Street, Serampore, Hooghly -712201.
10	Date & Time of Opening of Tender	<p>Cover-I :At 01.30 p.m. on 25.04.2011 at the United Bank of India, Hooghly Regional Office, 23 Roy M.C. Lahiri Bahadur Street, Serampore, Hooghly-712201</p> <p>Shall contain all commercial & general stipulations proposed by the tenderers and the covering letter, earnest money deposit in required form and the papers/documents stated in item 4 & 4(i) to (xii) above including SI.No.5 (EMD)</p> <p>Cover-II : At 03.00 p.m. on 25.04.2011 at the United Bank of India, Hooghly Regional Office, 23 Roy M.C. Lahiri Bahadur Street, Serampore, Hooghly-712201</p> <p>Shall contain the offered price(amount quoted) with the tender documents duly filled. No other condition stipulated in Cover-II other than unconditional general rebate shall be accepted.</p>
11	Defects Liability Period	12 months from the date of virtual completion of work.
12	Validity of Offer	For a period of 90 days [3 Calendar Months] from the date of opening of tender.
13	Liquidated Damages	As per Cl. 11 of Special Terms and Conditions.
14	Venue of opening Tender	The Dy.General Manager & CRM, United Bank of India, Hooghly Regional Office, Serampore, 23, Rai M.C.Lahiri Bahadur Street, Hooghly-712 201
15	Tender to be addressed	Office of the Dy.General Manager & CRM, United Bank of India, Hooghly Regional Office, Serampore, 23, Rai M.C.Lahiri Bahadur Street, Hooghly-712 201

- a) Tender without earnest money in proper form will be rejected.
- b) Clarification, if any, : M/s.Dearch Architect Pvt. Ltd.
to be obtained from 58/1A,Pallisree
Kolkata – 700 092.
- c) Sales Tax or any other tax on material or on finished work like Works Contract Tax, Turnover Taxes etc. in respect of this contract shall be payable by the Contractor and the Bank will not entertain any claim whatsoever in this respect.
- d) Delay in submission: Delay in submission of any part arising due to postal or any other irregularities at any stage will not be considered. The Bank will not be responsible for any damage in transit in case of postal delivery / delivery through courier service.
- e) All tenders in whom any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
- f) The acceptance of tender will rest with United Bank of India which does not bind itself to accept the lowest or any tender and reserves to itself the right to reject any or all the tenders received without assigning any reason/s thereof.
- g) In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day.
- h) Conditional Tenders will be summarily rejected.

Yours faithfully,
For and on behalf of United Bank of India

Dy.General Manager & CRM
Hooghly Region.