

TOILET RENOVATION WORK

In

“ORIENTAL HOUSE”, HEAD OFFICE BUILDING

At

A-25/27, ASAF ALI ROAD, NEW DELHI

Of

THE ORIENTAL INSURANCE CO. LIMITED

PART-A

(TECHNICAL BID)

SPECIFICATIONS DOCUMENTS

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TECHNICAL BID

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Total No. of Pages Technical Bid =

Architects:

M/s ARCHITECTS & ASSOCIATES

Architects & Interior Designers

B-6/7 Model Town-I, Near Metro Station, Delhi-110009.

TEL.:- 011-2745 9710, 0981 002 4363, 0931 002 4363

Email: architacts@gmail.com

NOTE: TENDERERS MUST VISIT THE SITE AND READ THE SPECIAL CONDITIONS AND ADDITIONAL SPECIAL CONDITIONS

APPENDIX SHOWING IMPORTANT SCHEDULES

1.	SIGNING THE AGREEMENT :	Within seven days of the issue of letter of intent/order.
2.	COMMENCEMENT OF WORK :	Within ten days of the issue of letter of intent/order.
3.	PERIOD OF COMPLETION :	Six Months
4.	LIQUIDATED DAMAGES:	Rs.10000- per month subject to the max of 10% of the Accepted Contract sum.
5.	PERIOD AND VALUE OF:	Twenty days RUNNING/ON ACCOUNT BILL
6.	TOTAL RETENTION MONEY:	10% of cost of work executed.
7.	TOTAL SECURITY DEPOSIT:	Retention money +EMD.
8.	REFUND OF E.M.D:	To be refunded to the Contractor within Thirty days after submission and acceptance of the final bill.
9.	REFUND OF RETENTION MONEY:	To be refunded to the Contractor Thirty days after the end of Defects Liability period.
10.	INCOME TAX DEDUCTION:	At prevailing rate from each bill
11.	DEFECTS LIABILITY PERIOD:	SIX months from the date of completion.
12.	PERIOD OF FINAL MEASUREMENT:	Fifteen days after virtual completion of work.
13.	MINIMUM VALUE OF RUNNING BILL:	8Lakhs.
14.	DEVIATION LIMIT:	Plus 20%
15.	Service Tax:	Item wise rates assured by the contractor are inclusive of Service Tax.
16.	Labour Cess:	1% of contract value will be deducted as Labour Cess payable to NCT Delhi. Any other deductions as per prevailing laws.
17.	Restrictions of working time:	On any working day work will not be permitted during 8AM to 8PM.and there will be no restrictions of working hours on Saturdays, Sundays & Holidays.

SECTION - 1 INVITATION TO TENDERERS

1.1 Sealed tenders in two bid system are invited from established experienced contractors by the Chief Manager (Estate), The Oriental Insurance Company Ltd., A-25/27, Asaf Ali Road, New Delhi - 110 002.

Name of Work: Renovation of Toilet Blocks in the Head Office Building of The Oriental Insurance Co. Ltd., Asaf Ali Road, New Delhi- 110002.

Estimated Value of Work: Rs 77, 10,000.00.

Time of Completion: (One Hundred & Eighty Days)

1.2 The intending contractors may collect the tender documents from the office of Chief Manager (Estate), The Oriental Insurance Company Ltd. A-25/27, 1st Floor, Asaf Ali Road, New Delhi-110002 on payment of **Rs.5000.00** in form of demand draft in favour of **"The Oriental Insurance Co. Ltd "** Payable at Delhi, from **01.07.2015** to **21.07.2015** between **11:00 am to 3:00 pm**. The tender forms can also be downloaded from the Website

www.orientalinsurance.org.in. In such cases, the contractor shall deposit the tender cost in the form of Bank Draft favouring as mentioned above along with Technical Bid.

1.3 Tenders are invited into two bid system i.e. "Technical bid" and "Financial bid". The intending contractors should submit the following details in the **Technical bid (Part A)** duly contained in closed sealed envelope no. 1 super scribed as **"Technical bid"**: **also mention the name of work on each envelope.**

1.4

- a. Organisational setup including details/assets of workshop/office facilities with infrastructure, for office infrastructure/assets proof/ copy audited balance sheet of last 2 years to be furnished.
- b. Bank solvency certificate for Rs **23, 15,000.00**; Validity of the certificate should not be older than six months.
- c. Copy of Permanent Account number (PAN).
- d. Registration /empanelment with Govt/PSU/reputed organizations.
- e. Copy of registration with vat, registration is compulsory.
- f. The average turnover of the contractor for last 3 financial years finding on 31st march of previous financial year should be at least 80% of the estimated cost.
- g. Contractor must have completed at least 1 similar work amounting to minimum 80% of the estimated cost or 2 works amounting to 50% of the estimated cost or 3 works amounting to 40% of the estimated cost of project in last 5 years ending last day of month previous to the one in which applications are invited, to be eligible to participate in tender.
- h. The works must be of similar nature involving complete works such as plumbing works (drainage, sanitation, water supply), civil works, electrical works for public sector undertakings, public sector banks/Govt. Financial Institutions/reputed Private Sector Institutions. To prove similar work, the contractor should enclose work order, completion certificates & copy of final sanctioned bill including copy of BOQ.
- i. The profile of contractor has to be attached with list of completed works and works in hand, tools and personnel and engineers to be posted at site. The contractor has to post one Diploma civil engineer of minimum 4 years of experience for entire period of renovation plus 15 days extra during final billing.

THE CONTRACTOR WILL SUBMIT ADDRESS, PHONE NO. AND NAME OF CONTACT PERSON OF BEST TWO WORKS FULFULLING THE ABOVE CRITEREA, IT WOULD ALSO INCLUDE PHOTOGRAPHS OF THE ABOVE WORKS. OICL/ARCHITECT HAS THE RIGHT TO INSPECT OR TAKE ACCESSMENT REPORT WHICH WOULD BE BINDING TO THE TENDER, THIS ACCESSMENT IS NECESSARY FOR QUALIFYING FOR THE TECHNICAL BID. THE ASSEMENT OF PHOTOGRAPHS OF PAST WORKS IS ESSENTIAL FOR TECHNICALLY QUALIFYING THE BIDDERS. OICL/ARCHITECT MAY INSPECT THE SITES IF NECESSARY.

- j. Earnest money of 2 percent of the tender amount i.e. **Rs 1.55 Lacs (Rupees One Lac Fifty Five Thousand only)** In the form of Demand Draft in favour of **"The Oriental Insurance Co. Ltd."** payable at Delhi. The Earnest Money will be refunded without any interest to all the unsuccessful tenderers after the award of the work subject to the relevant provisions in the tender documents. Earnest Money of the successful tenderer shall be retained and adjusted towards Security Deposit.

1.5 The "Financial bid" **(Part B)** shall be contained in a closed sealed envelope no. 2 super scribed as **"financial bid"**. The financial bid shall contain **(Schedule of Quantities)** duly filled in by the intending tenderers also mention the name of work on each envelope.

1.6 Both the sealed envelopes of "Technical bid" and "financial bid" should be kept in envelope no. 3 sealed and super scribed with the name of work on the top of envelope shall be deposited in designated tender box placed in the office of the **Chief Manager (Estate), The Oriental Insurance Company Ltd. A-25/27, 1st floor, Asaf Ali Road, New Delhi-110002 on 22.07.2015 before 3:30 pm**. The tender received in any manner other than prescribed above shall be summarily rejected. The company will not accept any responsibility for the tender lost in transit for whatever the reason.

1.7 At first instance technical bid shall be opened on **23.07.2015 at 12:30 pm**. The technical bid will then be evaluated on the basis of documents/information furnished as also if necessary, after physical examination of the tenderers office/workshop & projects successfully executed by them. The criteria followed by OICL will be at its sole discretion and will not be open to question. The contractors who shall qualify in the technical bid will only be eligible for

the opening of their financial bid. The date and time of opening of financial bid shall be intimated to individual qualified contractors.

1.8 Date of commencement of the work shall be reckoned from the 7th day of award of work.

1.9 The work as detailed in this tender shall be executed and completed in all respects in accordance with the tender documents, which includes instructions to tenderers, general conditions of contract, special conditions of contract, schedule of Quantities, list of approved materials and Drawings to complete satisfaction of the Architects and the Employer.

1.10 Tenderers have to assess all applicable taxes, Cess, Octroi, Royalties etc., as are levied on works and materials required for use in the execution of this project by the Central Govt., State Govt. or local authorities and pay the same to the authorities concerned at the prevailing rates. Tenderers should include these liabilities in the financial bid except Service Tax. Service Tax shall be reimbursed to the applicant on actual basis on production of documentary proof of payment of such taxes to the concerned authorities and the Employer will not entertain any claim what so ever in this respect.

1.11 The tender for the works shall remain open for acceptance for a period of 90 days from the date of opening of tenders. If any tenderer withdraws his tender before the said period or makes any modifications in terms & conditions of the tender which are not acceptable by the company, then the company, shall without prejudice to any other right or remedy, be at liberty to forfeit 100% of the earnest money as aforesaid.

1.12 Total Security Deposited during execution of work shall comprise of (a)

Earnest Money Deposit

(b) Retention Money

1.13 Retention Money

The retention money (i.e. deduction from interim & final bill shall be 10% of the gross value of each). The retention money & earnest money shall form the total security deposit during execution of work. The retention amount will be refunded to the contractor after the end of Defect Liability Period provided he has satisfactorily carried out all the works and attended to all defects in accordance with the condition of contract. No interest is allowed on retention money & earnest money. Earnest money shall be refunded after the submission and acceptance of final bill.

1.14 Earnest money of the successful tenderer is liable to be forfeited in the event of refusal or delay on his part in signing the agreement or starting the work as mentioned in the tender/modification in the specification or terms & conditions of the tender and employer will be at liberty to award it to another contractor.

1.15 The competent authority **Chief Manager (Estate), The Oriental Insurance Company Ltd. A-25/27, 1st floor, Asaf Ali Road, New Delhi-110002** reserves to himself the right of accepting the whole or part of the tender and the tenderer shall be bound to perform the same at the rate quoted.

1.16 Canvassing whether directly or indirectly in connection with the tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing in any form would be liable to rejection.

1.17 The tendering firms, in case the tenderer is a partnership firm, shall submit the tender signed by the partners. In the event of absence of any partner, it must be signed on his behalf by a person holding power of attorney which shall be attached along with the tender and it must also disclose that the contractor is duly registered under the Indian partnership Act or not.

1.18 The notice inviting tender shall form part of the contract document. The successful tenderer/contractor, on acceptance of his tender by the Accepting Authority, shall within 7 days from the stipulated date of start of work sign the contract consisting of:

a) The notice inviting tender, all the documents including additional conditions, invitation of tender and acceptance thereof together with any correspondence leading there to.

b) Offer in standard tender form.

1.19 The Tenderer shall unconditionally accept terms & conditions of the company. Conditional offer shall be summarily be rejected.

1.20 In case of any discrepancy between the documents downloaded by the prospective contractor and the proposal documents (hard copy) issued by OICL, the latter shall prevail.

1.21 OICL reserves the right to accept/reject any or all tenders without assigning any reason thereof.

CHIEF MANAGER (Estate)

For **THE ORIENTAL INSURANCE CO. LTD.**
Asaf Ali Road, New Delhi-110002
STANDARD TENDER OFFER

THE ORIENTAL INSURANCE CO. LTD., Asaf Ali Road, New Delhi

Item Rate Tender & Contract for Works

Tender for the Renovation work of Toilet Blocks on all floors in Head Office Building of The Oriental Insurance Co. Ltd at "Oriental House", A-25/27, Asaf Ali Road, New Delhi-110002.

To be submitted by between hrs. To hrs.

Issued to:

Signature of the person issuing the documents:

Designation:

Date of Issue:

TENDER

I/We have read and examined the notice inviting tender, Schedule, specifications applicable, Drawings & Designs, General rules and Directions, Conditions of Contract, clauses of contract, Special conditions, Schedule of Quantities & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for by the Chief Manager (Estate), The Oriental Insurance Company Ltd. 1st Floor, Asaf Ali Road, New Delhi within the time specified in schedule, viz., schedule of quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in General Rules and Directions and the Conditions of contract and with such materials as are provided by and in respects in accordance with, such conditions so far as applicable.

I/We agree to keep the tender open for Ninety days (90 days) from the due date of submission thereof and not to make any modifications in its terms and conditions. A sum of Rs..... - (Rupees ... only) is hereby forwarded in the form of Demand Draft of a Bank as earnest money. If I/we, fail to commence the work specified I/we agree that the said **Chief Manager (Estate), The Oriental Insurance Company Ltd., 1st Floor, Asaf Ali Road, New Delhi** or the authorized officer in office 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 him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered, **up to maximum of the percentage 20% mentioned in the schedule and those in excess of that limit market/tendered rate whichever is lower at the rates to be determined in accordance with the provision contained in the tender form.**

I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/we am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of The Oriental Insurance Company Ltd..

I/We agree that should I/we fail to commence the work specified in the above memorandum, an amount equal to the amount of the earnest money mentioned in the form of invitation of tender shall be absolutely forfeited to the Chief Manager (Estate), The Oriental Insurance Company Ltd., 1st Floor, Asaf Ali Road, New Delhi, and the same may at the option of the competent authority on behalf of the Chief Manager (Estate), The Oriental Insurance Company Ltd., 1st Floor, Asaf Ali Road, New Delhi, be recovered without prejudice to any other right or remedy available in law out of the deposit in so far as the same may extend in terms of the said bond and in the event of deficiency out of any other money due to me/us under this contract or otherwise.

Dated.....
Postal Address

Sign. of Contractor

Witness:
Address.

Occupation:

ACCEPTANCE

The above tender (as mentioned by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Chief Manager (Estate), The Oriental Insurance Company Ltd., 1st Floor, Asaf Ali Road, New Delhi for a sum of Rs.

(Rupees.....)

The letters referred to below shall form part of this contract Agreement:

- a)
- b)
- c)

For & on behalf of the Chief Manager (Estate), The Oriental Insurance Company Ltd., 1st Floor, Asaf Ali Road, New Delhi.

Dated

Signature/Designation.....

SECTION-2: INSTRUCTION TO TENDERERS

2.1 The Tenderer shall examine carefully all the tender documents consisting of:

TECHNICAL BID

- ☐ Invitation to Tenderers
- ☐ Instructions to Tenderers
- ☐ General Conditions of Contract
- ☐ Special Conditions of Contract
- ☐ List of approved Materials
- ☐ Technical specifications / Drawings

FINANCIAL BID (separately given)

- ☐ Schedule of Quantities

These shall form part of the Agreement.

The Tenderer is advised to visit and inspect the site at his own cost and responsibility and to secure all necessary information which may be required for completing the tender. Ignorance of site conditions or local information shall not be considered as an excuse for non-performance of the contract. All costs, charges and expenses that may be incurred by the tenderer in connection with the preparation of his tender shall be borne by him and the Employer/Architect does not accept any liability whatsoever in this regard.

2.2 Time is the essence of the contract and the tenderers are required to complete the work in all respects within the stipulated time of completion and hand over the same, complete in all respects to the satisfaction of the Architects/Employer.

2.3 The tender should contain not only the rates but also the value of each item of work entered in the prescribed column of the BOQ and all the items should be totalled up in order to show the aggregate value of the entire tender. The rates quoted by the tenderer should be expressed accurately both in words and figures so that there is no discrepancy. All corrections in the tender shall be duly attested by initials of the tenderers. Corrections if not attested, may entail rejection of tender. The rates quoted by the tenderers in item rate tender will be the basis (and not the amounts in case of discrepancies) in finalizing the tender.

2.4 It shall be clearly understood that the rates quoted in the tender are to be for complete work at site as per instructions to tenderers, conditions of contract, special conditions of contract specifications and drawings, addenda referred to therein and also for all such work's as are necessary for the proper completion of the contract. Although specific mention thereof may not have been made in the specifications or in drawings or in tender documents. The

rates shall be firm and shall not be subject to cost escalation on account of labour and material and labour conditions or any other reason whatsoever.

2.5 The Tenderers shall use only the form issued with this tender to fill up the rates.

2.6 Every page of the tender shall be signed on the **bottom of right hand side** and any tender not so completed is liable to be treated as defective and liable to be rejected.

2.7 The successful Tenderer will be notified about the acceptance of his tender by the employer and he will execute agreement within 5 (five) days thereof, failing which his tender would be liable to rejection with forfeiture of the Earnest Money and the employer would be at Liberty to award it to another tenderer.

2.8 The contract will be governed by the Indian Contract Act, Indian Sale of goods Act and all other relevant laws. All payments due to the contractor under the contract will be made in Indian Rupees Currency.

2.9 The rates quoted shall be for complete work at site and should be inclusive of incidentals expenses necessary for carrying out the work. The rates shall be inclusive of Sales Tax if applicable at New Delhi for or any other tax or duty levied by any Government or Public bodies. The rates shall be firm and shall not be subject to cost escalation of labour and material and exchange variations, labour conditions or any other conditions whatsoever.

2.10 A schedule of approximate quantities for various items accompanies this tender. It shall be clearly understood that neither the architect nor the employer accept any responsibility for the correctness or completeness of this schedule in respect of items and quantities and this schedule is liable to alterations by omission, deduction or additions at the discretion of the employer in consultation with the architect without violating the terms of the contract.

2.11 The employer does not bind itself to accept the lowest or any tender or to assign any reason thereof and also reserves the right of accepting the whole or part of the tender. The part acceptance will not violate the terms and conditions of the contract and will execute the work at the specified rates without any extra charges or compensation.

2.12 Tax deductions will be made as per the prevailing rates from the contractors on account bills as notified by the various govt. authorities.

SECTION 3 - GENERAL CONDITIONS OF THE CONTRACT

3.1.0 DIRECTIONS REGARDING PROCEDURES

In construing these conditions, specifications and Contract Agreement, the following words shall have the meaning here in assigned to them except where the subject or context otherwise requires:

- (a) "Employer" Shall mean The Oriental Insurance Company Ltd. Having its office at Oriental House, A-25/27, Asaf Ali Road, New Delhi- 110002 and shall include his (their) legal representative/s assign/s or authorized officer.
- (b) "Contractor/Builder" Shall mean the individual or firm or company, whether incorporated or not, undertaking the work and shall include legal personal representatives of such individual or the persons comprising such firm or company or the successors of such individual or firm or company and the permitted assignee of such individual or such individual or firm or company.
- (c) "Architect" Shall mean M/S **Architects & Associates** whose Registered office is situated at **B-6/7, Model Town-I, Near Metro Station, Delhi-110009**, (and shall include their authorised representative) or in the event of his death or termination of his services by the Employer in his sole and unqualified discretion, such other person/persons as shall be provided always that no person subsequently appointed to be Architect under this contract shall be entitled to disregard or over rule any previous decision or direction given or expressed by the Architect specified here in unless otherwise approved by the Employer.
- (d) "Contract" Means the documents forming the tender and acceptance thereof and the formal agreement executed between the competent authority on behalf of the Chief Manager (Estate), The Oriental Insurance Company Ltd., 1st Floor, Asaf Ali Road, New Delhi and the Contractor, together with the documents referred to there in including these conditions, the specifications, designs, drawings and instructions issued from time to time by the Architect and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another. In the contract, the following expressions shall, unless the context otherwise requires have the meanings, hereby respectively assigned to them:
 - (i) The expression **works** or **work** shall, unless there be something either in the subject or context repugnant to such construction, be construed and taken to mean the works by or by virtue of the

contract contracted to be executed whether temporary or permanent, and whether original, altered, substituted or additional.

- (ii) The **site** shall mean the land/or other places on, into or through which work is to be executed under the contract or any adjacent land, path or street through which work is to be executed under the contract or any adjacent land, path or street which may be allotted or used for the purpose of carrying out the contract.
- (iii.) **Schedule(s)** referred to in these conditions shall mean the relevant schedule(s).
- (iv.) **Tendered Value** means the value of the entire work as stipulated in the letter of award of work.

3.1.1 General

The work shall be carried out strictly in accordance with the drawings amplified by the specifications of materials and workmanship given hereunder. The drawings and specifications shall be taken together and shall complement each other. In case of any discrepancy, the following order of preference shall be followed:

- (a) Particular Specifications.
- (b) Drawings.
- (c) CPWD Specifications & DSR 2014.
- (d) National Building Code and Relevant IS Provisions.

In case there are no specifications for items shown on the drawings or where items are not exhaustively described, the general specifications of CPWD shall be followed for which nothing extra shall be paid. However the specification should be got approved from the Architect before commencement of work.

3.1.2 Drawings and Specifications

After signing the Contract, the contractor will be given free of charge three prints of all working drawings. The contractor shall make at his own expense any additional copies he requires. One copy of the drawing furnished to the contractor as aforesaid shall be kept by the contractor at site and the same shall, at all reasonable times be available for inspection and use by the Architect and his representatives any by any other person authorized by him in writing.

- (a) Such further drawings and instructions including revisions, as the Architect may furnish to the Contractor shall form part of this contract.
- (b) Only figured dimensions and detailed drawings shall be followed. The Contractor shall verify all dimensions/drawings in the field before any work is started and obtain instructions of the Architect in case of any discrepancy.
- (c) The Architect with approval of the Chief Manager (Estate) shall have power and authority to supply to the Contractor from time to time during the progress of the work, such further drawings and instructions as shall be necessary for the purpose of proper and adequate execution and maintenance of work and the Contractor shall carry out and be bound by the same.

3.1.3 Architects Status and Decisions

(a) Status:

The Architects shall have general supervision and direction of the work. He has authority on behalf of the Employer to stop the work whenever such stoppage may be necessary to ensure the proper execution of the work. The architect shall be the interpreter of the conditions of contract and the judge of its performance subject to the approval of the Chief Manager (Estate).

(b) Decisions:

The Architect shall, within a reasonable time, make decisions on all claims of the contractor and on all other matter relating to the execution & progress of the work or the interpretation of the contract documents. The decisions, opinion direction of the Architects with respect to all or any of the following matters shall be referred to the Chief Manager (Estate) and decision so taken shall be final & binding to the contractor.

- i) Variation or modifications of the design.
- ii) The quality or quantity of works or the additions/alterations or omissions or substitutions of any work. iii) Any discrepancy in the drawings or between the drawings and or specifications.
- iv) The removal and / or re-execution of any work by the contractor.
- v) The dismissal from the work of any persons employed therein. vi) The opening up for inspection of any work covered up.

- vii) The amending the making good of any defects under defects liability period. viii) Approval of materials and workmanship.
- ix) The contractor to provide every thing necessary for the proper execution of the work.

(c) The employer shall be at liberty to take over the project at any time get the work executed directly under the supervision of Chief Manager (Estate). The power vested in the Architect under this tender shall automatically be vested in the Chief Manager (Estate) thereafter.

(d) In the event of any dispute under this contract or between the Architect & the contractor, the matter will be referred to the Chief Manager (Estate) for speedier decision & the decision will be final & binding to the parties dismissal. In case the contractor refers the matter to the Chief Manager (Estate) for speedier decision.

(e) Dismissal: The contractor shall on the report of the architects immediately dismiss from the works within 24 hours any person employed by him for the above work, who may, in the opinion of Architects be incompetent or misconducts himself and such person shall not be re-employed on the works without the permission of the Architects.

3.2 Extent of Contract

The contractor shall supply at his own cost all material implements, ladders, cordage, tackle, scaffolding and temporary works required for the proper execution of the work whether original, altered or substituted and whether included in the specifications or other documents forming part of the contract or referred to in these conditions or not and which may be necessary for the purpose of satisfying of conditions he is entitled to be satisfied which he is entitled to require together with carriage therefore to and from the work. The contractor shall also supply survey instruments and other materials necessary for the purpose of setting out works, and counting weighing and assisting to the measurement or examinations at the any time and from time to time of the work material, failing his so doing the same may be provided by the Architect at the expense of the contractor and the expenses may be deducted from any money due to the contractor under the contract from his security deposit or the proceeds of sale thereof. The contractor shall also provide a sufficient portion of fencing and lights required to protect the public from accident, and shall be bound to bear the expenses of defence brought by any person for injury sustained owing to neglect of the above precautions and to pay any damage and costs which may be awarded in any such suit, action or proceedings to any such person or which may with the consent of the contractor be paid to compromise any claim by any such person. In no case, the employer shall be a party to any such claim/claims and the contractor shall indemnify the employer against any claim for any person on this account.

3.2.1 Sufficiency of Tender

The contractor shall be deemed to have satisfied himself before tendering to the correctness and sufficiency of his tender for the work and of his prices for the work and of his prices stated in the schedule, which shall, except in so far as it is otherwise provided in the contract, cover all his obligations under the contract and all matters and things necessary for the proper completion and maintenance of the work.

3.2.2 Assignment or Sub Letting of Contract

The contractor shall not assign the contract or any part thereof or any benefit or interest therein or there under or any claim arising out of the contract to any other party without the prior written consent of the employer.

3.2.3 Power to make Alterations

Architect shall have power to make any alterations or additions to the stipulated specifications, drawings, designs, and in instructions that may appeal to him to be necessary or, advisable during the progress of the work and the contractor shall have no claim for compensation on account of such alterations or additions. The contractor shall be bound to carry out the work in accordance with any instructions which may be given to him in writing signed by the Architect and such alterations shall not invalidate the contract and any additional work which the contractor may be directed to do in the manner above specified as part of the work shall be carried out by the contractor on the same conditions in all respects on which he agreed to do the main work and at the same rates as are specified in the tender for the main work. The time for the completion of the work shall be extended in the proportion that the additional work bears to the original contract work and the certificate of the Architect/Chief Manager (Estate) shall be conclusive as to such proportions.

3.3 WORKS SUBJECT TO APPROVAL OF ARCHITECT

All works to be executed under the contract shall be subject to approval of the architect who shall be entitled to direct at what point or points and in what manner they are to be commenced and from time to time carried on.

3.3.1 Contractors office and Stores

All offices, sheds and stores required by the contractor shall be enacted at his own cost with the prior approval of the Chief Manager (Estate) or his representative and shall be dismantled and removed upon the completion of the work if so directed within 7 (seven) days of the issue of such intimation.

3.3.2 Urgent Repairs and Urgent works

If by reason of any accident or failure or other event occurring to or in connection with the work or any part thereof either during the execution of the work or during the period of Guarantee, any remedial or other work or repair shall in the opinion of Chief Manager (Estate) be urgently necessary for security and the contractor is unable or unwillingly at once to do such work or repair, the employer may on its own get the work done/remedied/repared as the Chief Manager(Estate) may consider necessary. If the work or repair so done by the employer is such, which, in the opinion of the Architect the contractor was liable to do at his own expense under the contract, all costs and changes incurred by the employer in doing so shall on demand be paid by the contractor to the employer or may be deducted by the employer from any money due or which may become due to the contract. Provided always that the Chief Manager (Estate) shall soon after the occurrence of any such emergency as may be reasonable notify the contractor thereof in writing.

3.4 DIRECTION FOR EXECUTION OF WORK

3.4.1 Setting outs

The contractor shall be responsible for the true and proper setting out of the works in relation to the original points, lines and levels of reference given by the architect in writing and for correctness subject as above mentioned of all the positions, levels dimensions and alignments of all parts of the work and for the provision of all necessary instruments, appliances and labour in connection therewith. If at any time during the progress of the work any error shall appear or arises in any part of the work, the contractor on being required to do so by the Chief Manager (Estate) shall at once inform the architect or their representatives. The checking of the work by the architect/representative shall not in any way relieve the contractor from his responsibilities of carrying out the work as per the best practises of construction.

3.4.2 Work to be to the satisfaction of the Architect

The contractor shall execute, complete and guarantee the work in accordance with the contract to the satisfaction of the architect and shall comply with and adhere to their instructions & directions concerning the work.

3.4.3 Engagement of Labour

The contractor shall employ labour in sufficient numbers either directly or through subcontractors, where such sub letting is permitted to maintain the required rate of progress as specified in the contract and to the satisfaction of the architect. The contractor shall not employ in connection with the works any person who has not completed his fifteen years of age.

The contractor shall comply with the provisions of the payment of Wages Act, 1936; Minimum Wages Act, 1948; Act, 1947; Maternity Benefit Act, 1961 and Mines Act, 1938, Labour Contract (Regulations & Abolishing) Act or Rules, or any modifications thereof or any other law relating thereto and rules made there under time to time.

The contractor shall indemnify the employer against any payment to be made under and for observance of the Regulation aforesaid without prejudice to his right to claim indemnify from his sub-contractors. The contractor shall provide and maintain at his own expenses all rights, guards, fencing and watching when and where necessary or required by the Chief Manager (Estate) for the protection of the works or for the safety and convenience of those employed on works or the public.

3.4.4 Disruption of Progress

The contractor shall give written notice to the Architect whenever planning or progress of the works is likely to be delayed or disrupted unless any further drawings or order, including a direction, instruction or approval is issued by the Architect within a reasonable time. The notice shall include details of the drawing or order required and by when it is required and of any delay or disruption likely to be suffered if it is late. If, by reason of any failure or inability of the Architect to issue within a time reasonable in all the circumstances any drawings or order requested by the contractor and the work suffers delay then the architects shall take such delay into account in determining any extension of time to which the contractor is entitled under provisions of contract hereof , however no other compensation will be admissible on this account.

3.4.5 Rectification of Defects

If it shall appear to the Architect or his representative in-charge of the works that any work any has been executed with unsound, imperfect or un-skillful workmanship or material or any inferior description, the contractor shall, on demand, in writing from the Architect specifying the work material or articles complained of shall rectify or remove and reconstruction work so specified in part, as the case may require.

3.4.6 Variation

In case the quantity of any item of the work executed increases by more than 20% from the quantity given in the tender document, the rate of such item would be settled as under:

- a) Rate of the item worked out as per market rate
- b) Rate of the item quoted by the contractor.

The rate of such item would be lowest of the two rates mentioned above.

3.4.7 The contractor shall submit the samples of various materials for the approval of the Architect & Client. The contractor shall use the material only after the approval of the Architect/Client. The verification of the material shall be done on random basis during the progress of the work in either the following manner:

(a) Random samples would be picked up during execution of work from site & if decided by the Architect/client, it would be sent to one of the approved laboratories for test & quality check. The cost of such tests would be borne by the client.

(b) The Architect/client may direct the contractor to submit the challan of delivery of the material brought at site. It would be on Random basis. The Architect may also direct the contractor to submit the copy of the test/verification certificate provided by the manufacturer of that particular material.

3.4.8 Free Access to work site

The contractor shall provide all necessary and reasonable facilities and free access to the works and his records at site of work to the Architects, Chief Manager (Estate) and their representatives. He shall provide facilities and space to the satisfaction of the Architect or his representative for inspection of any part of work.

3.4.9 Inspection of work

All work under or in course of execution or executed in pursuance of the contract shall at all times be open to inspection and supervision of the Architect or his representative and the contractor shall at all times with reasonable notice or the intention of the Architect or his representatives to visit work shall have been given to the contractor, either himself be present to receive orders and instructions, or have responsible agent duly accredited in writing present for that purpose. Orders to the contractor's agent shall be deemed to have been given to the contractor himself.

3.4.10 Preparation of Construction Programme Schedule

As and when sufficient planning information is available, the contractor in consultation with the Architect shall prepare a programme schedule of the activities. Contractor should prepare bar-charts & critical path method analysis in the light of the tendered quantities and their rates respectively. Under no circumstances shall this schedule be prepared later than one week of finalization of contract. Throughout the work, all programmes, schedules and charts shall be revised wherever any significant change occurs. The contractor shall also submit weekly progress chart to the Architect.

3.4.11 Site Order Book

The contractor shall maintain a Site Order Book at the site of the works wherein the instructions of the architect/Chief Manager (Estate) or their representatives shall be recorded. The site order book shall be the property of the employer and the instructions recorded therein shall be deemed to have the same force and effect as if they had been given to the contractor himself. The contractor or his representative on the site must sign the book in token of his having persuaded the orders given therein.

3.4.12 Hindrance Register

A Hindrance Register shall be maintained at the site of work wherein the contractor shall notify the items affected and the execution of work, the date on which the delay was cleared. These entries shall be initialed by the Chief Manager (Estate)/Architect as well.

3.4.13 Suspension of Work

The contractor shall on the written order of the Architect/Chief Manager (Estate) suspend the progress of the work or any part thereof for such time or time and in such a manner as the Architect/Chief Manager (Estate) may consider necessary and shall during such suspension properly protect and secure the work as considered necessary in the opinion of the architect/Chief Manager (Estate) or their representative-in-charge of the work. No compensation shall be payable to the contractor on what so ever account for the suspension of work.

3.4.14 Extension of time for completion

If the contractor shall desire an extension of the time for completion of the work, on his having been unavoidably hindered in its execution or on any other ground, he shall apply in writing to the architect within three days of the date of starting of the hindrance on account of which he desires such extension as aforesaid. The architect in consultation with employer shall, if, in his opinion, will authorize, such extension of time, if any, as may in his opinion be necessary or proper extension granted shall be without prejudice to the right of the Employer to recover compensation for delay as per provisions of Para 3.4.15

3.4.15 Liquidated Damages for Delay

The times and date stipulated in the contract for the completion of the work or any part or stage thereof shall be deemed to be the essence of the contract. The work shall, throughout the stipulated period of the contract, be

carried out with all diligence. If the contractor fails to complete the work within the time prescribed or within the extended time under the contract, he shall pay to the Employer on demand amount without prejudice to other rights and remedies the Employer may have against the contractor, a sum of Rs. 500/- per day as liquidated damages for such fault, if the work remain unfinished after the stipulated date of completion provided that the total liquidated damages payable shall not exceed 10% of the accepted contract price. The Employer may, without prejudice to any other method of recovery, deduct the amount of such damages from any money due or which become due to the contractor. The recovery or deduction of such damages shall not relieve the contractor from any obligations and liabilities under the contract.

3.4.16 Defects Liability Period

The contractor shall be responsible to make good and remedy at his own expense within such period as may be stipulated by the employer any defect which may develop or may be noticed before the expiry of 6 (Six) months from the date of completion and intimation of which has been sent to the contractor within seven days of the expiry of the said period.

3.4.17 If the contractor or his work people, or servants shall break, deface, injure, or destroy any part of a building, or interiors, then the contractor has to rectify the same part at his own expenses to the satisfaction of the Architect.

3.4.18 Approval of Materials

The contractor would bring samples of necessary materials as per the directions & would get them approved prior to execution of work.

3.5.0 SECURITY DEPOSIT

3.5.1 Rate of Security Deposit (Retention Money)

The employer will, at the time of making any payment to the contractor for work done or supply made under the contract deduct 10% of Gross value of each interim bill. The maximum amount of Retention money+ Earnest Money shall amount to total Security Deposit.

All compensations or other sums of money payable by the contractor to the employer in terms of this contract may be deducted from, or paid by, the sale of a sufficient part of his security deposit, or from any sums which may become due to the contractor by the employer on any account whatsoever, and in the event of his security deposit being reduced by reason of any such deduction or sale as aforesaid, the contractor shall within ten days. Thereafter make good in demand draft, endorsed in favour of the employer as aforesaid any sum or sums which may have been deducted from, or raised by sale of his security deposit or any part thereof.

3.5.2 Forfeiture of Security Deposit

The above said security deposit shall be liable to forfeiture wholly or in part at the sole discretion of the Employer if the contractor fails to carry out the work or perform or observe any of the conditions of the contract.

3.5.3 Interest on the Security Deposit

No interest would be payable by the employer to the contractor on the security held in deposit.

3.5.4 Responsibilities for the Structural Adequacy

The contractor shall comply with the provisions of the contract and with due cares and diligence, execute and maintain the work and provide all labour, including supervision of all works, structural plans and other things whether of temporary or permanent nature required for such execution and maintenance in so far as the necessary for providing these, is specified or is reasonably inferred from the contract. The contractor shall take full responsibilities for the adequacy, suitability and safety at site of all the works and methods of the construction provided.

3.6 MEASUREMENT AND PAYMENTS

3.6.1 All bill supported with measurement details shall be submitted by the contractor fortnightly to the Architect for all works executed in the previous period and the Architect/Chief Manager (Estate) or his representative shall verify the requisite measurement for the purpose of having the same verified for the claim as far as admissible, if possible before the expiry of 15 days from the presentation of the bill. All measurements to be taken in duplicate and all bills shall be submitted in triplicate along with a contractor's copy of each.

3.6.2 Final Bill

Final bill supported with consolidated measurement of the full work executed shall be submitted by the contractor within 1 month of completion of work. When the final bill has been verified and corrected, the architect will give seven days notice to the contractor to countersign the bill in token of acceptance, the contractor shall countersign the bill within the above seven days or intimate in writing his intention to dispute. If the contractor fail to take appropriate action as above within the period prescribed, the bill finalized by the architect or his representative shall be final and binding on the contractor and the contractor shall have no right to dispute the same.

3.6.3 Claim for Interest

No claim for interest will be entertained by the Employer with respect to any moneys or balances which may be in its hands owing to a dispute between itself and the contractor or with respect of any delay on the part of the employer in making interim or final payments or otherwise.

3.6.4 Rates for extra Additional, Altered or Substituted work

The rates for additional, altered or substituted work shall be worked out in accordance with the following provisions in their respective order.

i) If the rates for similar additional, altered or substituted work are directly available in the contract for the work, the contractor is bound to carry out the work at the same rates as are available in the contract for the work.

ii) If the rates for additional, altered or substituted work are not directly available in the contract for the work the rates will be derived from the rates for a similar class of work as are specified in the contract for the work.

iii) If the rates for the altered, additional or substituted work cannot be determined in the manner specified in sub-clause (i) to (ii) above, then the contractor shall within three days of the date of receipt of order to carry out the work, inform the Architect of the rate which it is intending to charge for such works supported by analysis of the rate or rates claimed (CPWD analysis). Rates finalized and approved by the Architect on the basis of these details will be final and binding.

However, the architect by notice in writing will be at liberty to cancel his order to execute such work and arrange to carry it out in such a manner as he may deem advisable, but under no circumstances shall the contractor suspend the work once ordered in writing on the plea of non-settlement of rate.

3.6.5 Reimbursement of Variation in Price

Prices and rates quoted by the bidders shall be considered as firm for the complete work and entire duration of the contract. No claim for extra payment due to any rise in rates of raw material and labour or due to whatsoever reasons shall be considered, not even for extended period of completion.

3.7 GUARANTEES

3.7.1 Quality of Work

The contractor shall guarantee that the materials and workmanship are the best of their respective kinds for the service intended and that all items of work will be free from all inherent defects in workmanship and materials.

He shall also guarantee that the works will not fail in any respect due to quality of materials, workmanship and methods of construction. The specifications assume a proper degree of skill on the part of contractor and workmen employed. The contractor shall consult the Architect or his representative, whenever in his judgment variation in the methods of construction or in the quality of material would be beneficial methods of construction or in the quality of material would be beneficial or necessary to fulfil the guarantee called for. Such variations may be made by the contractor only when authorised by the architect.

3.7.2 Rejection

If during the "Period of Guarantee", as defined under clause 3.7.6 hereof, any work or material shall fail in any respect to meet the above guarantee, the contractor shall replace such work or material in a condition which will meet the above guarantee, immediately.

3.7.3 Cost of Execution of work or repair etc.

All work of repair shall be carried out by the contractor at his own expense if the necessity thereof shall in the opinion of the Architect be due to the use of materials or workmanship not in accordance with the contract or on account of neglect or failure on the part of the contractor to comply with any obligation expressed or implied on the contractor's part under the contract.

3.7.4 Remedy on Contractor's failure to carry out the work required

If the contractor shall fail to do any such work as aforesaid required by the architect the employer shall be entitled to carry out such work which the contractor should have carried out, at the contractor's own cost. The employer shall be entitled to recover from the contractor the cost thereof or may deduct the same from any money due or that may be come due to the contractor.

3.7.5 Certificate of completion of works

On completion of the work, the contractor shall be furnished with a certificate, but no such certificate be given nor shall the work be considered to have been completed until the contractor shall have removed from the area of the premises (to be distinctly marked by the Architect/Chief Manager (Estate) in the site plan which, the work shall be executed) all scaffolding, surplus materials and rubbish and clean the dirt from all wood work, doors, windows, walls, floors or other parts of any building, in or upon which the work is to be executed, or of which he may have had in possession for the purpose of the execution hereof. If the contractor shall fail to comply with the requirements of the clause as to the removal of scaffolding, surplus materials and rubbish and cleaning off dirt on or before the date fixed for the completion of the work, the architect may at the expense of the contractor remove such scaffolding, surplus

materials, and the contractor shall forthwith pay the amount of all expense so incurred, and shall have no claim in respect of any such scaffolding or surplus materials aforesaid, except for any sum actually realized by the sale thereof.

3.7.6 Period of Guarantee for Complete work

The period of Guarantee for the works shall be **six** months starting from the date of issue of the completion certificate.

3.7.7 Contract Valid during Guarantee Period

This contract shall remain valid and in force until the expiry of Guarantee period.

3.8.0 RESCINDING/TERMINATE CONTRACT

3.8.1 Rescinding Contract

In any case in which under any clause or clauses of this contract the contractor has rendered himself liable to pay compensation amounting to the whole of his security deposit in hand of employer (whether paid in one sum or deduced by instalments) the architect on behalf of the employer shall have power to adopt any of the following course, as deemed best suited to the interests of employer.

(a) To rescind the contract (of which rescission notice in writing to the contractor under hand of the architect shall be conclusive evidence), and in which case the security deposit of the contractor shall stand forfeited and be absolutely at the disposal of the employer.

(b) To employ a contractor paid by the employer and to supply materials to carry out the work, or any part of the work, debiting the contractor with the cost of the labour and the price of the materials on site (of the amount of which cost and price certificate of architect shall be final and conclusive against the contractor) and crediting him with the value of the work done, in all respects in the same manner and at the same rates as if it has been carried out by the contractor under the terms of the contract. The certificate of the architect as to the value of the work done shall be final and conclusive against the contractor.

(c) To measure up the work of the contractor, and to take such part of the work of the contractor as shall be unexecuted out of his hands, and to give it to another contractor to complete in which case any expenses which may be incurred in excess of the sum which would have been paid to the original contractor if the whole work has been executed by him (of the amount of which excess certificate in writing of the architect shall be final and conclusive) shall be borne and paid by the original contractor and may be deducted from any money due to him by employer under the contract or otherwise, or from his security deposit or the proceeds of sale thereof, or a sufficient part thereof.

(d) In the event of any of the above courses being adopted by the architect, the contractor will have no claim to compensation to any loss sustained by him by reason of his having purchased any materials, or entered into any engagements made any advances on account of execution of the work or performance of the contract. And in case of the provisions aforesaid, the contractor shall not be entitled to be paid for any work actually performed under this contract unless and until the architect shall have certified in writing the performance of such work and the value payable in respect and he shall only be entitled to be paid the value so certified.

3.8.2 Termination of the Contract

If at any time after the commencement of the work the employer for any reason whatsoever does not require the whole or part thereof as specified in the tender to be carried out, Architect/ Chief Manager (Estate) shall give notice in writing of the fact to the contractor who shall have no claim to any payment or compensation whatsoever on account of any profit or advantage, which would have derived from the execution of the work in full, but which he did not derive in consequences the full amount of the work not having been carried out, neither shall he have any claim nor compensation by reason of any alterations having been made in the original specification, or the designs and instruction on which shall involve any containment of the work originally contemplated.

3.8.3 Jurisdiction

The contractor and its operation shall be governed by the law of India for the time being in force, irrespective of the place of delivery of materials the place of execution of work or place of payment under this contract shall be deemed to have been entered into at New Delhi.

3.8.4 Bye Laws of Local Authorities

The contractor shall conform to the provisions of any local/state/central Government's Acts which relate to works and to the regulations and bye laws of any local authorities. The contractor shall give all such notices required by the said Act or Laws, etc., and pay all fees payable to such authorities and allow for these contingencies in his tendered rates including fees for encroachment, stacking charges, costs of restorations, etc., and all other fees payable to the local authorities. The contractor shall keep the employer indemnified against all penalties and liabilities for every breach of any such Act, Rules, Regulations or Bye-laws.

Contractor shall comply with all laws and statutory regulations dealing with the employment of labour such as:

- a. The payment of wages Act, 1936

- b. The Minimum Wages Act, 1938
- c. The Workmen Compensation Act, 1923
- d. The Contract Labour (Regulations & Abolishing) Act.
- e. The employer's liabilities Act, 1938
- f. Industrial Dispute Act, 1938
- g. Maternity Benefit Act, 1961
- h. The Employees State Insurance Act, 1948

Safety code, labour welfare Act or rules or any modification thereof any other laws and regulations framed by the Competent Legislative Authorities from time to time.

3.8.5 Liaisoning & Co-ordination with Local Municipal Authorities

The Contractor has to liaison and take any clearance from local authorities like NDMC/ MCD/ DDA / other municipal authority for approval to start renovation and during renovation of work if required. He has to take also any clearance from Delhi Fire Service if needed and NOC and completion certificate from DFC if needed. Only statutory fees will be reimbursed by OICL.

SECTION 4 SPECIAL CONDITIONS OF THE CONTRACT

4.1.0 Insurance for Works

The contractor at the time of signing the contract or before commencing the execution of work, without limiting his obligations and responsibilities shall insure the works at his own cost and keep them insured until the virtual completion of the contract against all acts of God including Fire, Theft, Riots, War, Floods etc. with a Nationalized Insurance company in the joint names of the employer and the contractor (the name of the former being placed first in the policy) for the full amount of the contract. Such policy shall cover the property of the employer and fees for assessing the claim and in connection with is services generally therein and shall not cover any property of the Contractor or of any sub contractor or employee.

The contractor shall deposit the policy and receipt for the premiums with the employer within seven (7) days, from the date of signing of the contract/commencement of the execution of the work or unless otherwise instructed by the employer. In default of the contractor insuring as provided above, the employer on his behalf may so insure and may deduct the premiums paid from any moneys due on which may become due to the contractor. The contractor shall as soon any claim under the policy is settled on the work reinstated by the Insurance office should elect to do so, proceed with all due diligence with, the completion of the works in the same manner as through the misfortune/accident had not occurred and in all respects under the same conditions of the contract. The contractor in case of rebuilding or reimbursement after accident shall be entitled to such extension of time for completion, as the employer deems fit.

4.1.1 Insurance in respect of damage to persons and property

a. The contractor shall be responsible for all injury to persons, animals or things and for all structural and decorative damage to property which may arise from the operation or neglect of himself or of any approved sub-contractor's or employees, whether such injury or damage arise from carelessness, accident or any other cause whatsoever in any way connected with the carrying out of this contract. The clause shall be held to include any damage to buildings, whether immediately adjacent or otherwise, and any damage to roads, streets, foot paths, bridges and works forming the subject of this contract by frost or other inclemency of the weather. The contractor shall indemnify the employer and hold him harmless damage to persons or property as aforesaid and also respect of any claims made in respect of injury or damage under any Acts of Government or otherwise and also in respect of any award of compensation of damages consequent upon such claims.

b. The contractor shall reinstate all damages of every sort mentioned in this clause, so as to deliver up the whole of the contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to the property of third parties.

c. The contractor shall indemnify the employer against all claims which may be made against the employer by any member of the public or other third party in respect of works in consequence thereof and shall at his own expense arrange to effect and maintain, until the virtual completion of the contract, with any Nationalized Insurance company in the joint name of the employer and the contractor against such risks and deposit such policy or policies with the employer from time to time during the currency of this contract. The contractor shall similarly indemnify the employer against all claims which may be made upon the employer whether under the Workman's Compensation Act or any other statute in force during the currency of this contract or at common law in respect of any employee of the contractor or any sub-contractor and shall at his own expenses effect and maintain with an approved office a policy of Insurance in the joint names of the employer and the contractor against such risks and deposit such policy of policies with the employer and the contractor against such risks and deposit such policy or policies with the employer from time to time during the currency of the contract. The contractor shall be responsible for any thing which may be excluded from the insurance policies above referred to and also for all other damages to any property arising out of and incidental to the negligent or defective carrying out of this contract. He shall also indemnify the employer in respect of any costs, charges or expenses arising out of any claim or proceedings and also in respect of any award of or compensation of damages arising therefrom.

d. The employer shall be at liberty and is empowered to deduct the amount of any damages, compensation costs, charges and expenses arising or occurring from or in respect of any such claim or damage from any sum or sums due to or become due to the contractor including the security deposit.

e. If the contractor fails to comply with the terms of these conditions, the employer may insure the works and may deduct the amount of the premiums paid from any moneys that may be or become payable to the contractor or may at the option, not release running payment to the contractor until the contractor shall have complied with the terms of this condition.

f. Such insurance whether affected by the employer or the contractor will not limit or bar the liability and obligation of the contractor to deliver the works to the employer completed in all respects according to the contract. In case of loss or damage due to any of the aforesaid clause, the moneys payable under any such insurance shall be received and retained by the employer until the works are finally completed and such moneys shall then be credited to the contractor in final settlement of accounts.

g. The works shall be executed in close co-ordination with the progress of other work. This being absence of the contract, no claim for idles labour will be entertained.

h. In case of any discrepancy, the decision of the Architect shall be final and binding.

4.1.2 Each tender should be signed by the person having the power of attorney to sign. Bill of quantities should be signed and returned. If the tender is made by or on behalf of a Company incorporated under the Companies Act of 1956, it shall be signed by its Executive, authorized to sign or on their behalf shall bear the official seal of the Company and accompanied by a Photostat copy of Power of Attorney. If the tender is made by an individual, it shall be signed with his full name and address, if made by a Firm, it shall be signed under the partnership of the Company name by a Member of the Firm, who shall sign his own name and give the name and address of each Partner / Directors of the Firm and attach the copy of the Power of Attorney with the tender.

4.1.3. The contractor must acquaint / acquire themselves with the site conditions, means of access to the work, local conditions and all matters pertaining thereto. It shall be the contractor's responsibility to obtain all necessary information required for quoting the above tender and for entering into a contract. The detailed drawings and specifications available with the document / with the owner must be studied and examined carefully by the bidders before submitting their offers. This site is finished with all light fixtures, fittings and False ceiling and is ready to move in. The contractor should take good care of these, while installing his equipment. Any damage to fixtures, fittings, False ceiling, Painting of the walls etc. shall have to be rectified by contractor at his own cost and contractor is to hand over the building in the same condition.

4.1.4. The successful bidder shall prepare required number of copies, as desired by the owner/consultant (duly bound) of agreement on a stamp paper within two weeks from the date of approval of draft copy of agreement by the owner. The following documents shall generally constitute the contract agreement:

- a) Invitation to tenders.
- b) Special conditions of contract, tender documents and drawings.
- c) Complete correspondence with the successful bidder and owner shall be consolidated in one letter by the bidder.
- d) Any other document necessary for completion of contract agreement.

4.1.5 The rates quoted in the tender shall include all charges for civil, scaffolding, hiring charges for any tools/ equipments etc., required for execution of the contract. The rates shall be inclusive of excise duty, sales tax, octroi or any other duties or fees levied by Govt. or any Public or Local Bodies. The assessable value, quantum/ rate of excise duty included on each excisable equipment should be indicated separately in the price bid.

The quoted rates shall be on works contract basis and subject to statutory variation in sales tax on work contract or on rate of excise duty. In case assessable values are increased by the manufacturer during the currency of contract, the client shall not pay any increase in quantum of excise duty on account of change of accessible value. No foreign exchange and license shall be arranged by the owner in case of imported items, material or equipment.

4.1.6. Calculations made by the contractors should be based upon probable quantities of the several items of work, which are furnished for their convenience in the 'Bill of Quantities'. It must be clearly understood that quantities are liable to alteration, by omission, deletion or additions at the discretion of the owner. The detailed bill of quantities is given for the guidance of the contractor only.

It shall be contractor's full responsibility to check and ascertain the correct quantities and quote accordingly. The contract shall be on works contract basis and the owner reserves the right to add / delete any items of work during the currency of contract.

4.1.7. BAR CHART AND CASH FLOW CHART

The contractor shall prepare a bar chart and cash-flow chart in consultation with the owner and shall strictly adhere to the same. The progress and the completion of the work shall be in accordance with the bar chart and will form part of the agreement.

The said schedule of work/ bar chart will be subject to conditions of contract related to extension of time.

4.1.8 SUB-CONTRACTORS

The successful contractor shall take written consent from the owner before appointing any sub-contractor, however, the total responsibility of the job conforming to specifications carried out by sub-contractors shall be owned by the contractor.

4.1.9 PERFORMANCE BOUND CONTRACT

The contract will be a performance bound contract and therefore the tenderers shall make their independent checks for heat loads, selection of equipments etc. Capacities of various equipments specified in the tender documents are tentative and minimum acceptable. The drawings, if enclosed with the tender documents, shall be tentative and for tendering purpose only.

4.1.10 GUARANTEE

4.1.11. All entries should be filled in English only made by hand clearly written in ink. All corrections should be initialed by bidders as many times as the corrections occur.

4.1.12. All rates should be filled in figures and sub-totals and grand-totals in figures and words both.

4.1.13. On tender scrutiny, if differences are found in rates given by the bidder in words and figures or in sub-total, grand-total amount is found, the procedure for deriving the final value shall be as follows:

- a) The item rates quoted by bidder shall be taken as correct in cases where amount worked out of any item does not correspond to the rate written in figures or words.
- b) For items not quoted by the bidder, the highest rates quoted by other bidder shall be taken as correct for such item for loading purposes and lowest rates for execution purposes.

4.1.14 Bids not submitted on prescribed form are liable to be rejected. Bidders are advised to quote offer as per bill of quantities. No alternate offer is acceptable. Any alteration/ cutting/ additions made in the tender documents shall lead to disqualification of the bid without any prejudice.

4.1.15. Any comments on technical or commercial conditions should be done clause wise.

4.1.16. The acceptance of bid shall be intimated to the successful bidder through an award letter and thereafter formal agreement shall be entered within the time specified in the award letter.

4.1.17 The owner shall deduct TDS at source as applicable or statutory deductions if any to be made at source and certificate against deductions shall be given to the contractor by the owner.

4.1.18 POWER AND WATER SUPPLY FOR ERECTION PURPOSES

The owner shall provide power and water required for erection, testing and commissioning purposes at one point at site and contractor shall make his own arrangements for extending to locations where power and water will be required by him.

4.1.19 STORAGE AT SITE

Space if available, can be used by the contractor for storage of equipments/ materials brought to site for execution of the work. However, watch and ward of the same shall be at contractor's risk.

Additional Special Conditions of Contract:

1. The contractor shall take the responsibility of dismantling and disposal of existing civil, electrical and plumbing work to the destination specified by the Architect/ Chief Manager (Estate).

2. All electrical fixtures, equipment should be removed so as to be serviceable and handed over to the owners and these fittings and fixtures shall be the property of Oriental Insurance Limited.

3. The contractor shall take responsibility of getting approval of Building Authorities / Estate Officer and other Authority as required for executing the work during and off the office timings.

4. The existing toilet blocks may have water supply to and or disposal of waste etc from the rest of the adjacent building components and which during execution of work may be disturbed or disconnected. The contractor shall make temporary restoration during execution and will connect permanently on completion as directed by and to the satisfaction of architect and nothing extra will be paid on this account. Similarly the same condition will apply to electrical connections also.

5. On partial completion of work the contractor shall be furnished with a certificate, but not such certificate be given nor shall the work be considered to complete until the contractor shall have removed from the area of the premises (to be distinctly marked by the Architect/ Chief Manager (Estate) in the site plan which, the work shall be executed) all scaffoldings, surplus materials and rubbish and clean the dirt from all wood work, doors, windows, walls, floors or other parts of any building, in or upon which the work is to executed, or of which he may have had in

possession for the purpose of the execution hereof . If the contractor shall fail to comply with the requirements of the clause as to the removal of scaffoldings, surplus materials and rubbish and cleaning off dirt on or before the date fixed for the completion of the work, the architect may at the expense of the contractor remove such scaffolding, surplus materials, and the contractor shall forthwith pay the amount of all expense so incurred, and shall have no claim in respect of any such scaffolding or surplus materials aforesaid, except for any actually realized by the sale thereof.

6. **Selection of Materials:** On unavailability of any material in the list of approved materials for interior works, for any reason whatsoever may be, the Architects in consultation with OICL may permit the contractor to use the equivalent material.

7.. In an event, the contractor fails to procure approval from statutory Authorities if needed by municipal authorities, as mentioned above/ otherwise required, the work shall not be deemed to be completed and 50% of the EMD payment due to the contractor shall stand forfeited.

CONDITIONS AND SPECIFICATIONS FOR ELECTRICAL WORKS

1. The Electrical works shall be executed by the contractor himself if he is registered in appropriate class for electrical works with CPWD / P & T / MES / Railways / State PWD / Public sector undertaking Banks etc. or through sub-contractor considered appropriate for the purpose by the Architect, in consultation with the Chief Manager The Oriental Insurance Co. Ltd.

2. The work shall be carried out as per CPWD Specifications 2007 Part-I (internal) & Part - II 2008 (external) both amended up to date. All the installation shall comply with the requirement of Indian electricity Rule 1956 amended up to date. If the specification for any item is not available in the CPWD specifications cited above, relevant IS specifications shall be followed. In case ISI specifications are also not available, the decision of the Architect given in writing based on acceptable sound Engineering Practice and local usage shall be final and binding on the contractor.

3. All the material to be used on the work shall be of superior quality and shall have to be got approved from the Architect before use at site.

4. The layout for running of the conduits, positions of switches fitting etc. shall have to be got approved from the Architect before execution of the same.

5. All the conduit to be laid shall be provided with fix wire or not less than 16 SWG for which nothing extra shall be paid.

6. All the switches to be provided for lighting/ exhausts etc. shall be of modular type of superior quality as specified and approved.

7. The switchboards shall be provided with appropriate metal boxes as required for the switches to be provided and which shall be got approved from the Architect before use at site.

8. The contractor shall make his own arrangement for the safe custody/ storage of his material. Breakage or damage, if any, done during the storage/ execution, the same shall be replaced/ rectified by the contractor at his own cost.

9. The contractor is bound to sign the entry/ entries made by the Architect or his representative in the site order book time to time.

10. Good workmanship is an essential requirement for compliance with the rules & specifications.

11. The entire installation shall be at the risk and responsibility of the contractor until these are tested and handed over to the department.

12. Earthing shall invariably be along as per CPWD specifications.

13. Notwithstanding the schedule of quantity. All items of inter-related works considered necessary to make installation complete and seprative deemed to be included shall be provided by the contractor at no extra cost.

14. Contractor has to supply the layout/circuit drawings of installation after the completion of work.

15. The cover of all junction boxes shall be of bakelite sheet.

16. The Tenderer shall submit a sample board, incorporating in it the samples of all electrical wires, conduits etc., proposed to be used for approval of Architect before commencement of work. No extra payment shall be given for the same.

17. Any damage caused to Building as a result of execution of any work shall be responsibility of the respective contractor. The damage if so caused shall be made good by the contractor promptly at his own cost to the entire satisfaction of the Architect.

18. Embedding of earth electrode shall be done in the presence of Engineer-in charge for his authorized representative.
19. The contractor shall submit the completion plan separately for each floor for one particular building in triplicate showing the route of sub-mains etc.
20. The Architect will be at liberty to get the work inspected & tested by any other agency appointed in this behalf and the result of their finding will be binding on the contractor.
21. Contractor shall not assign or sub-let the work without prior approval of Architect/Chief Manager (Estate).
22. The contractor shall appoint a Civil Engineer / Diploma Holder / Foreman of sufficient experience not less than 3 years for the works to be executed at site as per the IE rules.

SPECIFICATIONS FOR INTERNAL ELECTRICAL INSTALLATION: GENERAL AND TECHNICAL

GENERAL

The Electrical installation work shall be carried out in accordance with Indian Standard Code of Practice for Electrical wiring installation IS:732-1989 and IS:2274-1963. It shall also be in conformity with the current Indian Electricity rules and regulations and requirements of the Local Electricity supply authority and fire insurance regulation. Electrical work in general shall be carried out as per CPWD specifications with up-to date amendment.

Toilet Blocks on each floor are small components of the building. At present electric supply to these blocks is from/through the existing electric installations of the building. On completion of electrical works within the toilet blocks shall be restored/connected to this existing system as directed.

Point Wiring

1. A point (other than a socket outlet point) shall include all work necessary in complete wiring to the following outlets from the controlling switch or MCB. The scope of wiring for a point shall however include the wiring work necessary in tapping from another point in the same distribution circuit.
 - a. Ceiling rose or connector (in the case of points for ceiling/exhaust fan points, prewired light fittings etc).
 - b. Ceiling rose (in the case of pendants except stiff pendants).
 - c. Back plate (in the case of stiff pendants).
 - d. Lamp holder (in the case of goose neck type wall brackets, batten holders and fitting which are not prewired).

1.1 Scope

- A. Any special block required for neatly housing the connector in batten wiring system.
- B. Control switch or MCB, as specified.
- C. 3 pin or 6 pin socket, ceiling rose or connector as required. (2 pin & 5 pin socket outlet shall not be permitted)
- D. Connection to ceiling rose, connector, socket outlet, lamp holder, switch etc.

1.2 Point wiring for socket outlet points

- A. The light plug (5A / 6A) point and power (15A / 16A) point wiring shall be measured on linear basis, from the respective tapping points namely, switch box, another socket outlet point, or the sub distribution board as the case may be upto the socket outlet.
- B. The metal / PVC box with cover switch / MCB, socket outlet and other accessories shall be measured and paid as separate item. There shall normally be no "on the board" light plug point.
- C. The power point outlet may 15A/ 5A or 16A/ 6A six pin socket outlet, where so specified in the tender documents.

1.3 Twin control light points wiring

- A. A light point controlled by two numbers of two way switches shall be measured as two points from the fitting to the switches on either side.

- B. No recovery shall be made for non-provision of more than one ceiling rose or connector in such cases.

2. Circuit and Sub-main Wiring

2.1 Circuit Wiring

Circuit wiring shall mean the wiring from the distribution board upto the tapping point for the nearest first point of that distribution circuit, viz. upto the nearest first switch box.

2.2 Sub-main wiring

Sub-main wiring shall mean the wiring from one main / distribution switchboard to another.

2.3 Measurement of circuit and sub-main wiring

A. Circuit and sub-main wiring shall be measured on linear basis along the run of the wiring. The measurement shall include all lengths from end conduit as the case may, exclusive on interconnections inside the switch board etc. The increase on account of diversion or slackness shall not be included in the measurement.

B. The length of circuit wiring with two wires shall be measured from the distribution board to the first nearest switch box in the circuit irrespective of whether the neutral conductor is taken to switchbox or not.

C. When circuit wires and wires of point wiring are run in same conduit/ circuit wiring shall be measured on linear basis depending on the actual number and sizes of wires run in the existing conduit.

D. Protective (loop earthing) conductors which are run along the circuit wiring and the sub-main wiring shall be measured on linear basis and paid for separately.

3. System of Distribution & wiring

3.1 Distribution

A. Each outgoing circuit shall be controlled by a switch with fuse, circuit breaker or only a fuse on the phase or live conductor. b] The branch distribution board shall be controlled by a linked switch fuse or circuit breaker. Each outgoing circuit shall be provided with a fuse or miniature circuit breaker (MCB) of specified rating on the phase or live conductor.

B. The loads of the circuits shall be divided, as far as possible evenly between the number of ways of the distribution boards, leaving at least one spare circuit for future extension.

C. 'Power' wiring shall be kept separate & distinct from 'Lighting' wiring, from the level of circuits i.e. beyond the branch distribution boards.

3.2 Wiring system

A. Unless and otherwise specified in the tender documents, wiring shall be done only by the "Looping system". Phase or live conductors shall be looped at the switch boxes and neutral conductors at the point outlets.

B. Lights, fans shall be wired in the 'lighting' circuits. 15A/16A socket outlets and other power outlets shall be wired in the 'Power' circuits 5A/ 6A socket outlets shall be wired in the 'lighting' circuits.

3.3 Passing through walls or floors

Where a wall pipe passes outside a building so as to be exposed to weather, the outer end shall be mounted and turned downwards and properly bused on the open end.

3.4 Joints in wiring

A. There shall be no joints in the through-runs of cables. If the length of final circuit or sub-main is more than the length of a standard coil, thus necessitating a through joint, such joints shall be made by means of approved mechanical connectors in suitable junction boxes.

B. Termination of multi-stranded conductors shall be done using suitable crimping type thimbles.

4. Rating of Outlets (To be adopted for design)

- A. Ceiling fans shall be rated at 60 W. Exhaust fan, fluorescent tubes, compact fluorescent tubes, LED, HPMV lamps, HPSV lamps etc. shall be rated according to their capacity. Control gear losses shall be also considered as applicable.
- B. 5A / 6A & 15A / 16A socket outlet points shall be related at 100W and 1000W respectively, unless the actual values of loads are specified.

5. Capacity of Circuits:

- A. "Lighting" circuit shall not have more than a total of 10 points of light, fan and socket outlets, or a total connected load of 800W, whichever is less.

6. Wiring Accessories

6.1 Control switches for points

- A. All the Switches, Sockets shall be modular type.
- B. Power (15A/ 16A) outlets shall be controlled by single pole modular type switches, where specified.

6.2 Socket outlets

- A. Socket outlets shall be of the same type, namely modular type, as their control switches. These shall be rated either for 5A/ 6A, or 15A/16A. Combined 5A/ 15A, or 6A/ 16A six pin socket outlet may be provided in 'power circuits only where specified.

7. Fittings

7.1 Indoor type fittings

- A. Fittings using discharge lamps shall be complete with power factor correction capacitors, either integrally or externally. An earth terminal with suitable marking shall be provided for each fitting for discharge lamps.
- B. Fittings, if any, shall be installed such that the lamp is at a height of 2.5m above floor level, unless otherwise directed by the Architect.

8. Attachment of Fittings & Accessories:

8.1 Conduit wiring system

- A. All accessories like switches, socket outlets, call bell pushes and regulators shall be fixed in flush pattern inside the switch/ regulator boxes.
- B. Aluminium alloy or cadmium plated iron screws shall be used to fix the accessories to their bases.
- C. The switch box/ regulator box shall normally be mounted with their bottom 1.25m from floor level, unless otherwise directed by the Architect.

9. Fixing to walls & Ceilings

- A. PVC sleeves/ dash fasteners should normally be used for fixing to walls or ceiling.

Conduit Wiring System

Application

- A. Recessed conduit is suitable generally for all applications. Surface conduit work may be adopted in places like wiring above false ceiling and at locations where recessed work may not be possible to be done. The type of work, viz. surface or recessed, shall be as specified in the respective works.
- B. Flexible conduits may only be permitted for interconnections between switchgear, DB's and conduit terminations in wall.

Materials

Conduits & Conduit accessories

- A. All *rigid* conduit pipes & conduit accessories shall be of PVC and ISI marked and approved brand.

Outlets

- A. The switch box or regulator box shall be made of metal on all sides, except on the front and of approved quality specified & suitable for modular switches to be provided.

Installation

Common aspects for recessed & surface conduit works.

Bends in conduit

- i) All necessary bends in the system, including diversion, shall be done either by neatly bending the pipes without cracking with a bending radius, or alternatively, by inserting suitable solid type normal bends or similar fittings, whichever is most suitable.
- ii) No length of conduit shall have more than the equivalent of four quarter bends from outlet to outlet.

Additional requirements for surface conduit work.

- A. Fixing conduit on surface

Conduit pipes shall be fixed by saddles, secured to suitable approved plugs with screws in an approved manner at an interval of not more than one metre, but on either side of the couplers or bends or similar fittings, saddles shall be fixed at a distance of 30 cm from the centre of such fittings.

- B. Fixing outlet boxes

Only a portion of the switch box shall be sunk in the wall, the other portion being projected out for suitable entry of conduit pipes into the box.

Additional requirements for recessed conduit work

- A. Fixing conduits in chase

i) The conduit pipe shall be fixed by means of J-hooks, or by means of saddles, not more than 60 cm apart, or by any other approved means of fixing.

ii) All joints of conduit pipes shall be treated with some approved preservative compound to secure protection against rust.

iii). Suitable inspection boxes to the minimum requirement shall be provided to permit inspection, and to facilitate replacement of wires, if necessary.

- B. Fish wire

To facilitate subsequent drawing of wires in the conduit, GI fish wire of 1.6mm / 1.2mm (16/ 18 SWG) shall be provided along with the laying of the recessed conduit.

Testing of Installation

General Tests

On completion of installation, the following tests shall be carried out:-

- A. Insulation resistance test.
- B. Polarity test of switch.

Witnessing of Tests

On completion of the installation, testing shall be carried out for the completed installations, in presence of and to the satisfaction of the Architect/Chief Manager (Estate), The Oriental Insurance Company Ltd.: by the contractor. All test result shall be recorded and submitted to the Department.

Insulation Resistance

The insulation resistance in mega ohms measured as above shall not be less than 12.5 mega ohms for the wiring PVC insulated cables, subject to a minimum of 1 mega ohm. A preliminary and similar test may be made before the lamps etc. are installed, and in this event the insulation resistance to earth should not be less than 25 mega ohms for the wiring with PVC insulated cables, subject to a minimum of 2 mega ohms. The term "outlet" includes every point along with every switch, except that a switch combined with a socket outlet, appliance or lighting fitting is regarded as one outlet.

Polarity of Switch

The installation shall be connected to the supply for testing. The terminals of all switches shall be tested by a test lamp, one lead of which is connected to the earth. Glowing of test lamp to its full brilliance when the switch

is in "on" position, irrespective of appliance in position or not, shall indicate that the switch is connected to the right polarity.

Specifications for Plumbing Work

Scope of Work:

The plumbing work shall be carried out in accordance with relevant Indian Standards, Codes and C.P.W.D. specification. The areas/activities covered under plumbing works shall include the following:

- Part-1 : Sanitary Fixtures*
- Part-2 : Soil, Waste, Vent and Rainwater Pipes.*
- Part-3 : Water Supply System*
- Part-4 : Drainage*

Part-1:

1. Work under this section shall consist of furnishing all labour & materials necessary and required to completely install all sanitary fixtures, chromium plated fittings and accessories as required by the drawings.
2. Without restricting to the generality of the foregoing the sanitary fixtures shall include the following:
 - a) Sanitary fixtures
 - b) Chromium plated fittings
 - c) Stainless steel sinks
 - d) Accessories e.g. towel rods, toilet paper holders, soap dish, towel rack, coat hooks etc.
 - e) Mirrors.

Part-2:

1. Work under this section shall consist of furnishing all labour, equipment's and appliances necessary and required to completely install all soil, waste, vent and rainwater pipes and fittings as required by the drawings.
2. Without restricting to the generality of the foregoing, the soil, waste, vent pipes system shall include the following:
 - a) Vertical and horizontal soil, waste and vent pipes, and fittings, joints, clamps with rawl plugs and screws and connections to fixtures.
 - b) Connection of all pipes to sewer lines as shown on the drawings at ground floor levels.
 - c) Floor and urinal traps, clean out plugs, inlet fittings and rainwater heads, crating.
3. Spun yarn to be used for jointing pipes shall be treated with hot bitumen and shall be air-dried. The annular space between the socket and the spigot will be first well packed in with bitumen treated spun yarn by at least two turns and then with untreated spun yarn leaving at least 25mm depth from the lip of the socket for filling the lead of specified quantity.
4. The adhesive /chemical as specified by the manufacturer and as approved by the Architect shall be used for jointing the PVC/CPVC pipes.
5. A gradient of not less than 1 in 50 shall be given for 100mm dia horizontal pipes and 1 to 25 for 75mm dia horizontal pipes.
6. The floor traps shall be encased in cement concrete of mix 1:2:4 making a block of plan size 300x300mm. The top of each floor trap shall be at a level 15mm below the finished floor level.
7. Water proofing of sunken floor shall be taken up only after completing the work of laying and jointing pipes and floor traps.

8. The joint between floor trap flooring as well as mouth of the floor trap shall be neatly finished with cement mortar and slurry along with the laying of the flooring make it leak proof.

9. The smoke test shall be carried out stack by stack to ensure that the system is leak proof and to the complete satisfaction of the Architect/Chief Manager (Estate), The Oriental Insurance Company Ltd.

10. Any payment of CI/ PVC soil and waste pipes and fittings shall be made only after satisfactory test.

11. All the pipes (soil, waste and vent pipes and rain water pipes) for external surface or shaft of the building shall only be fixed after completion of external finish of the concerned portion of the building. The contractors simultaneously at his own cost shall rectify any damage caused to external finish during fixing of pipes.

Part-3:

1. Work under this section consists of furnishing all labour, equipment and appliances necessary and required to completely install the water supply system as required by the drawings.

2. Without restricting to the generality of the foregoing, the water supply system shall include the following:

- a) Distribution system from existing overhead tank/tanks to all fixtures and appliances for cold & hot water,
- b) Pipe protection and painting.
- c) Sluice valves etc.
- d) Connections to all plumbing fixtures, tanks, appliances.
- e) Inserts for RCC tanks.

3. In case of concealed pipes, primer and anti-corrosive bitumastic paint of approved quality shall be applied on pipes and fittings well in advance of laying of pipe work. The damage to anticorrosive treatment in pipes and fittings shall be immediately rectified.

4. All the pipes and fittings (external and internal) after they are laid shall be pressure tested before the pipes are covered and to the complete satisfaction of the Architect/Chief Manager (Estate), The Oriental Insurance Company Ltd..

5. Any payment for GI pipe work and its fittings shall only be made after the required satisfactory performance of pressure test.

6. The word internal water supply is used as indicative of all water supply work required and necessary for the building including such external work as may be necessary to make the system functional.

Part-4:

1. Work under this section shall consist of furnishing all labour, equipment and appliances necessary and required to completely install all the drainage system as required by the drawings.

2. Without restricting to the generality of the foregoing, the drainage system shall include laying S.W. /PVC pipe of required diameter up to the first main holes including excavation, laying PCC encasing of pipe in PCC & back filling.

List of Approved Materials for Renovation Works

The following brand makes/ manufacturer's makes listed below may be used with prior approval of the architect in case it is established that any material as listed below is not available in the market, approve equivalent materials and finishes of any other specialized brand names/ manufacture's makes may be used as per approval of the architect.

S.No.	Material	Approved Make /Brand
1.	Hardware Fittings :	Hettich / Hafele
2.	Cylindrical Lock :	Godrej
3.	Mortise latch & Lock :	Godrej
4.	Paints :	Nerolac / ICI / Asian Paints Plastic Emulsion
5.	Grey Cement (OPC) :	ACC / Ultratech / JK
6.	White Cement :	JK / Birla
7.	Comm. boards/Ply :	Sarda DURO /GREEN/ Century / Archid
8.	Ceramic Tiles :	Nitco/ Kajaria/Orient /Somany
9.	uPVC/cPVC Pipe fittings :	Supreme/ Prince/ Astral / Finolex
10.	Glass :	Saint Gobain / ModiFloat /ASAHI/ Gold Plus
11.	C.P Fittings :	Jaquar / Hindware Italian collection
12.	Laminate :	1mm Formica/SUNMICA / Greenlam / Merino.

13.	Glue	:	Fevicol
14.	Hydraulic Door Closer	:	Dorma / Sterling DC2000
15.	Floor spring, Frameless Glass Fittings, Handles:		Dorma / Trium / Kich
16.	Anti Termite/ Fire Paint	:	Viper Star-FR-881

List of Approved Materials

(Samples to be checked at Contractor's Cost)

Electrical Items for OIC, Toilets Head Office

1.	PVC Conduits & other Accessories:	BEC / Steel Craft / AKG/ Setia/Atul/Precision
2.	Wires (Multi Stranded Only) (ISI):	Finolex/Skytone /KEI / Polycab
3.	Sheet	Hylam 3MM white both sides
4.	Switches/ Sockets/ Plates etc. (Opale)/Siemens/Philips(Elite)	MK(Wrapround)/Legrand(Mosaic)/Clipsal
5.	MCCB, MCBs, ELCBs, DBs	Legrand / Schneider, MDS/L&T / Indo
6.	Change over switches	Kopp/Standard (DBS Double Door type)
7.	Switches, Fuse Units	HPL/Siemens/Schneider/GE (Front Operated Only)
8.	Cables	EE/L&T/ABB/HPL/GE
9.	Jointing Kits/Connectors	Finolex/Skytone/ KEI/ POLYCAB/RR Kabel
10.	Indicating lamps	SCREWLESS WAGO & CONTROLS (I) LTD
11.	Cable gland/ Lugs	Telemechanique/L&T/Kayee.ASS/VSS kAYCEE/L&T
12.	Luminaires & fixtures	Comet/ Connectwel /Dowels
13.	Fans/Exhausts :	LED lights of Philips/Havells
14.	Main Panel :	Crompton Greaves/ Usha
	Madhu Electrical/ Tricolite	Krypton, Advance Control/ Hitech Power Control/
15.	Lamps:	Philips / Osram
16.	Patch Panel	AMP / Systimax
17.	Patch Cords	AMP / Systimax
18.	Rack Floor Mounted	Dynamic