

WEST BENGAL GRAMIN BANK

(A Government Enterprise)

Formed by Amalgamation of



Sponsored by



Head Office: Kolkata Bardhaman Regional Office

Address: Chowdhury Market, Kalna Rd,
Badamtala, Purba Bardhaman, West Bengal 713101

Phone: 0342 2560290

TENDER NOTICE

Notice No: WBGB/RO-BDN/GSAD/472(2)/2025-26

Date: 22-07-2025

West Bengal Gramin Bank, Bardhaman Regional Office invites sealed quotations in prescribed format from experienced and authorized vendors for undertaking **Interior & Furniture Works** at the newly constructed premises of **Madhyamgram Branch**, located near Majhergram Bus Stand, Vill & P.O.: Madhyamgram, P.S.: Manteswar, Dist.: Purba Bardhaman, PIN: 713422. The scope of work is as per the enclosed layout and Bill of Quantities (B.O.Q.).

Details of Work:

- **Name of Work:** Interior & Furniture Work of Madhyamgram Branch
- **Location:** Near Majhergram Bus Stand, Madhyamgram, P.S. Manteswar, Dist. Purba Bardhaman
- **Time Allowed for Completion:** 10 days (including Sundays and holidays)
- **Defect Liability Period:** 12 (Twelve) months from the date of actual completion
- **Validity of Tender:** 3 (Three) calendar months from the date of submission

Tender Submission Details:

- **Tender to be addressed to:**
The Regional Manager
West Bengal Gramin Bank
Bardhaman Regional Office
- **Point of Submission:**
Senior Manager (GSAD)
West Bengal Gramin Bank
Bardhaman Regional Office
- **Last Date and Time of Submission:**
4th August 2025, 4:00 PM
- **Cost of Tender Document:**
₹500/- (Rupees Five Hundred Only) — Non-refundable.
To be paid by Cash/Demand Draft/Banker's Cheque in favour of West Bengal Gramin Bank, Regional Office – Bardhaman, payable at Howrah.
- **Earnest Money Deposit (EMD):**
2% of the estimated value, to be submitted as Demand Draft / Pay Order / Banker's Cheque from any nationalized bank, in favour of West Bengal Gramin Bank, payable at Howrah. No interest shall be payable on the EMD amount.
- **Security Deposit:**
5% of the estimated cost.

Mode of Submission:

The bid must be submitted in a **sealed master envelope**, super scribed with the name of work and bidder's contact details. The master envelope must contain the following **two sealed envelopes**:

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Envelope I – Technical Bid (Marked as Envelope I):

Shall contain the following documents:

1. Forwarding letter (without financial quote)
2. Tender Fee & EMD (Banker's Cheque / DD)
3. Copy of PAN Card
4. Copy of GST Registration Certificate
5. Copy of valid Trade License
6. GST Returns (GSTR-1 / GSTR-3) for FY 2024–25
7. IT Returns for FY 202–22, 2022–23, and 2023–24
8. Copies of Work Orders / Completion Certificates for similar works (if available)
9. List of ongoing major projects (if available)
10. Duly signed and stamped tender document (all pages)

Envelope II – Price Bid (Marked as Envelope II):

Shall contain the **Price Bid** duly filled in the prescribed format issued by the Bank. Rates must be quoted clearly both in figures and words.

Additional Information:

- Any clarifications or objections from bidders must be raised at the time of tender opening, at the discretion of the Bank.
- The Bank reserves the right to accept or reject any or all quotations without assigning any reason whatsoever.
- Date and Time of opening of Tender: 5th August 2025, 12:00 PM


The Regional Manager
West Bengal Gramin Bank
Bardhaman Regional Office

BOQ FOR NEW PREMISES OF MADHYAMGRAM BRANCH

SL N O.	Description of Items	Qty	Rate	Amount
1	Supplying and providing new counter for cash as per existing design with B.W.R grade ply/B Board, front portion covered by Sunmica 1mm thick, counter front height- 3'9", public transaction top- 1'3" width with Sunmica and inside working table height -2'6" x deep- 2'9" with sunmica. Counters made of 19 mm ply. Having computer keyboard tray(P.V.C) EBCO make, cabinet size- 15" x 24" deep height- 30" having two drawers(12"x18") unit. Counter front laminate pasting, cupboard, drawer inside painting.	9 Rft		
2	Front portion of cash cage will be covered by 12mm thick glass of size cashier-5' x 3'3" each and officer-4' x 3'3". There will be cutting out of 6" x 4" half round for transaction of the counter and 2" split for conversation and upper portion will be blocked by 12 mm thick glass in front.	30 Sqft		
3	Side and back partition made out of 2" x 2" & 2" x 1" wooden frame work made of Gammar/Kapoor/Sal. Height - 7' partition, out of which 45" height will be covered by 6mm BWR ply on both side with laminate pasting; upper portion will be covered by 6mm glass. There will be an internal transaction hole of 2' x 10". Glasses will be fix with c.p teak wood bead with polishing finish.	112 Sqft		
4	Supply of new Passbook printing table. The table should be of a height of 2'6" Including of a 12mm thick glass with two wooden support on side. There should be a 2" split gap in between table and glass.	4 Rft		
5	Supplying and fixing of Flush Door made of 30 mm thick. With both side laminate Half glass 6 mm with c.p teak wood bead Sunmica upto 45" height in the lower portion of the door with fixing and fitting all complete, including door closure, cylindrical lock, door stopper etc. with polish complete door of size 6'9" x 2'6"-2 nos	34 Sqft		
6	Customer's Bench cum chair 6' x 1'6" with sheet & back perforated with handle (Steel finish)	3 pcs		

7	Supplying of new 5' x 3' x 2'6" Manager's table made by 19 mm ply with laminate pasting. Table one side 3 drawers and provision for keyboard. Table top 6 mm glass. With lock arrangement.	01 nos		
8	Supplying of new Table 4' x 2'6" x 2'6" for Assistant Manager made by 19 mm ply with laminate pasting. Table one side 3 drawers. Table top 6 mm glass. With lock arrangement.	01 nos		
9	Supplying of Manager's chair (throne type) Revolving- 1nos & Manager's visitor chair-2 nos (Feather lite/ Steelco/ Raj & Raj) (steel)			
10	Wooden chair with handle for counter, made of c.p teak wood, only seat 12 mm B.W.R ply with polishing	02 nos		
11	Wooden Chair repairing- with seat and Back by ply, sunmica finish and polish complete including rubber shoes on leg end	04 nos		
12	Supply of writing ledge of length 5' x 1'6" in the respective area mentioned in the drawing	7.5 Sqft		
13	Supply on new entrance door in one piece made out of 4" x 1.5" frame work. With 4 mm ply pasting & sunmica over the ply, with 6mm glass covering with wooden beads half round, bank logo sticker, branch name. with hinges of 5" cylindrical lock, door closure, door stopper, with polish finish complete	28 Sqft		
14	Supply new shelf of 19 mm ply length 7' X 15" of two storey, with sunmica pasting on both side, side bead rounded, for keeping prizes and cctv monitor if applicable.	18 Sqft		
15	Supplying new partition for Gold Loan area as per design full height-7'	91 Sqft		
16	Partition in front of Manager Table of length 4' and a flush door for entrance branch staff, size-4'x2'6", with cylindrical lock arrangement	26 Sqft		
NB: WOOD-Gammar/Kapur/Saal/Mahogany, B.BOARD & PLY-Globe/Raffel/Shatabdi/Crown/Mayur, LOCK- Godrej, SUNMICA- 1mm thick of AICA/Green, POLISH- Spirit, Galla etc., GLASS- Modi Float/ Saint Gobin, TEAK PLY-Green.		Gross Amount		
		G.S.T.		
		Net Amount		

Proposed Premises for
Madhyamgram Branch

