

Ref. No: WBGB/PRL/RO/213/2025-26

Date: 24/06/2025

NOTICE

Inviting tender for supply & installation of office furniture items along with other interior works for **Lagda Branch** under Purulia Region.

West Bengal Gramin Bank invites sealed tenders from reputed, experienced, and eligible contractors/agencies/suppliers for supply & installation of office furniture items along with other interior works for **Lagda Branch (VILL: LAGDA, PO: LAGDA, PURULIA – 723149)** as per work schedule and specification considering the following terms and conditions. Specification of works are given in **Annexure-A**.

Scope of Work:

- 1) Installation of New Cash Counter
- 2) Supply and installation of New Officer Tables
- 3) Installation of New Ledger Counter
- 4) Associated carpentry and finishing works

Eligibility Criteria:

- 1) The bidder must have prior experience in undertaking similar renovation works in Banks, Government Offices, or Financial Institutions.
- 2) Valid Trade License and GST Registration Certificate are mandatory.
- 3) Financial soundness and capability to complete the project within the stipulated timeline.

Important Dates:

- 1) Issue of Tender Document: 24/06/2025
- 2) Last Date for Submission of Tender: **15/07/2025 during office hours**
- 3) Opening of Tender: **16th July 2025; 12.30 PM** at Purulia Regional Office, WBGB

Submission of Tender:

Tenders must be submitted in sealed envelopes, clearly superscribed as "**Tender for Furniture and interior works of Lagda Branch, WBGB**" and addressed to: "The Regional Manager, West Bengal Gramin Bank Purulia Regional Office, Hotel Chhaya-Neer Complex (1st Floor), Deshbandhu Road, PURULIA-723101".

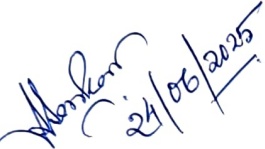
Terms & Conditions:

- 1) The Regional Manager reserves the right to accept or reject any or all tenders without assigning any reason.
- 2) The tenderer must visit the site before submitting the tender to assess the scope of work.
- 3) The supplier shall be responsible for the replacement or repair of any defects discovered within three months of installation at their expenses.
- 4) Uncompromising adherence to material and workmanship quality standards is required.



PURULIA REGIONAL OFFICE
CHHAYA-NEER COMPLEX (1st Floor)
DESHBANDHU ROAD
PURULIA - 723101
EMAIL: ropurulia@WBGBank.co.in

- 5) The quotation must specify the proposed project completion time, and any deviations or delays may result in penalties against the original invoice.
- 6) Payment will be rendered upon satisfactory completion of the work, as outlined in the work order.


24/06/2025
Mr. Santanu Sarkar
Regional Manager
West Bengal Gramin Bank
Purulia Region



ANNEXURE-A

SPECIFICATION OF WORK

Sl. No.	PARTICULARS	UNIT	Rate.	Amount
1	<p><u>Cubical Cash Counter</u> <u>Size 4.5'X6'X6.5'</u></p> <p>-Cash counter height 6.5' -Cash counter table height 3'6"approx. --Table top Sunmica finish, Area 2'6" X 4.5'. -Cash counter 1 door for back side 2' having ply & sunmica pasting -Cash counter front side 12 mm etching glass with bank logo & other sides 8 mm etching glass with bank logo -Cash counter table having 2 drawer & 1 palla -Cash counter used total 18mm plywood</p>	2 Nos		
2	<p><u>Officer table</u></p> <p>Table area (3'-0X 5'-0). Total outside table sunmica pasting. One side 1 no Channel Drawer in side sunmica pasting with Lock & 1 no Palla with two Shelf & Magnet fitting. Polished bit foot rest and inside paints. Total 18 mm plywood use.</p>	3 Nos		
3	<p><u>Ledger counter table</u></p> <p>-Ledger counter table top height 2'-6". Table area (2'-6" X 4'-0) and 0'-6" customer side. No door for ledger counter. -Ledger counter front side 12mm glass with bank logo -Ledger counter 1 no Drawer & 1 no Palla. -Ledger counter polish bit and inside paint. -Total 18mm plywood use. * As per W.B.G.B. Specification</p>	2 Nos		



4	<u>Branch Manager Cabin</u> 6.5' height Partition with one 2.5'X6.5" door Supply & fixing wooden structure. 18mm ply use then both side sunmica pasting & wooden bit fittings (6.5' X 20')=	130 Sq.Ft.		
5	Wall mount cabinet with 5 shelf Both side wooden colour, below 2 shelf covered with sunmica pasted sliding door. Total 18mm ply use (Size: 6'X6'X1.5')	1 Nos		
6	Display cum notice board (3'x4')	2 Nos		
7	Customer running bench (6'X16")	2 Nos		
8	Officer wooden chair (Gala Polished) with armrest	3 Nos		
9	Aluminum sheet door with Glass in upper portion	2 Nos		
10	Shifting from old building to new building all almirah, wooden rack, chair, table, Branch old & new records copy and other furniture etc. along with IRON SAFE.	--		

Tentative time to complete the project: _____ Days

Date:

Place:

(Signature with seal)

