

Ref. No: BGVB/PRL/RO/ 2364 /2024-25

Date: 03/01/2025

## NOTICE

Inviting tender for supply & installation of office furniture items along with other interior works for Purulia Regional Office.

Bangiya Gramin Vikash 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 **Purulia Regional Office (At: 124&125 Deshbandhu Road, Hotel Chhaya-Neer Complex (1<sup>st</sup> Floor), Purulia - 723101** as per work schedule and specification considering the following terms and conditions. Specification of works are given in **Annexure-A**.

### Scope of Work:

- 1) Supply and installation of Officer Tables
- 2) Supply and installation of Reception Counter
- 3) Supply and installation of Regional Manager Tables
- 4) Installation of Officer Running Table
- 5) Full height Partition
- 6) 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: **03/01/2025**
- 2) Last Date for Submission of Tender: **16/01/2025 during office hours**
- 3) Opening of Tender: **17th January, 2025; 12.30 PM** at Regional Office, BGVB, Purulia Region (J K COLLEGE ROAD PO: PURULIA PS: PURULIA DIST: PURULIA PIN: 723101)

### Submission of Tender:

Tenders must be submitted in sealed envelopes, clearly superscribed as "**Tender for Office Furniture of BGVB, Purulia RO**" and addressed to: "The Regional Manager, BGVB Purulia RO, J K COLLEGE ROAD PO: PURULIA PS: PURULIA DIST: PURULIA PIN: 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.
- 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.

  
**Mr. Santanu Sarkar**  
Regional Manager  
**Bangiya Gramin Vikash Bank**  
Purulia Region



## ANNEXURE-A

### SPECIFICATION OF WORK

Sl. No.	PARTICULARS	UNIT	Rate.	Amount
1	<p style="text-align: center;"><b><u>Reception table</u></b></p> <p>Table area (2'-6"X8'-0). Seating arrangement for 2 Staff. Table Outside sunmica pasting. With <b>Channel Drawer, Godrej Lock</b> and Magnet fit Palla with one Self. Polished bit, foot rest and inside paints.</p> <p style="text-align: center;">Using 19mm plywood</p>	1 Nos		
2	<p style="text-align: center;"><b><u>Officer table</u></b></p> <p>Table area (3'-0X5'-0). Table outside Sunmica pasting. <b>Both side 1 no Channel Drawer in side sunmica pasting</b> with <b>Godrej Lock</b> &amp; 1 no Palla with one Self &amp; Magnet fitting. Polish bit, foot rest and inside paint.</p> <p style="text-align: center;">Using 19mm plywood</p>	8 Nos		
3	<p style="text-align: center;"><b><u>Full Height Partition</u></b></p> <p>Full height Partition Supply &amp; fixing wooden structure upto ceiling. 18mm plywood use then tik board pasting, polish &amp; bit fittings, back side one cote wooden primer.</p> <p>Including 4 Nos of Partition door (7'X3').</p> <p style="text-align: center;">(75' X 10')=</p>	750 Sq. Ft.		
4	<p style="text-align: center;"><b><u>Regional manager table</u></b></p> <p>"L" Shape Table. Table Top area (3'X10'). 7Ft Table outside Sunmica pasting. <b>One side 1 no Channel Drawer in side sunmica pasting</b> with <b>Godrej Lock</b> &amp; 1 no Palla with one Self &amp; Magnet fitting. <b>Rest 3Ft Computer Table</b> attaching the side-wall.</p> <p style="text-align: center;">Using 19mm plywood</p>	1 Nos		



5	False ceiling using Gypsum board with light	175 Sq. Ft.		
6	Wall Panelling <b>Regional manager cabin</b> two side wall with storage  12 mm ply Sunmica pasting.	300 Sq Ft		
7	<b><u>Shifting from old building to new building</u></b> All almirahs (17 Nos), File Cabinet (2nos), Iron rack 23 Nos (3.5' X 6.5'), chair, table, Branch old & new records documents and other furniture.	--		

Tentative time to complete the project: 10 Days (Form 18/01/2025)

Date:

Place:

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(Signature with seal)

