



REF NO: - WBGB/BNK/RO/1341/2025-26

Date: 16-09-2025

NOTICE

Inviting tender for supply and installation of Office Furniture items along with other interior works for Makurgram Branch under Bankura Region.

West Bengal Gramin Bank invites sealed tenders from reputed, experienced and eligible contractors/agencies/suppliers for supply and installation of Office Furniture items along with other interior works for **Makurgram Branch (Vill : Makurgram, PO: Narrah, PS: Bankura, Dist: Bankura, Pin-722155)** 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 Counters
2. Installation of New Ledger Counters
3. Associated carpentry and finishing works

Eligibility Criteria:

1. The bidder must have prior experience in undertaking similar renovation works in Banks/Government Offices/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 : 16-09-2025
2. Last Date of Submission of Tender : 04-10-2025 before closing of office hours
3. Opening of Tender : 07-10-2025; 12:30 PM at WBGB Bankura Regional Office

Submission of Tender:

Tenders must be submitted in sealed envelopes, clearly super scribed as "**Tender for furniture and interior works of Makurgram Branch, WBGB**" and addressed to : "The Regional Manager, West Bengal Gramin Bank, Bankura Regional Office, College Road, PO + Dist : Bankura, Pin : 722101"

Terms and 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 3 months of installation at their own expenses
4. Uncompromising adherence to material and workmanship quality standards is required
5. The quotation must specify the proposed project completion time and any deviation or delays may result in penalties against the original invoice
6. Payment will be released upon satisfactory completion of the work as detailed in the Work Order and submission of Work Completion Certificate duly signed by Branch Manager with seal.

Arjani Kumar

Regional Manager
West Bengal Gramin Bank
Bankura Regional Office





ANNEXURE-A

SPECIFICATION OF WORK

SL No.	PARTICULARS	UNIT	RATE	AMOUNT
1.	<u>Cubical Cash Counter</u> <u>Size 6'-6"X6'-0"X5'-2"</u> <ul style="list-style-type: none"> - Cash Counter Height – 5'-2" - Cash Counter Upper Table Height – 3'6" approx. - Table top sunmica finish, Area – 6'-0" X 2'-6" - Cash Counter having 1 door at back side 2'-6" having ply and sunmica pasting - Cash Counter front side 12 mm etching glass with Bank Logo and other sides 8 mm etching glass with Bank Logo - Cash Counter Table having 2 drawers with lock and 1 palla with lock - Other side open CPU box. - Cash Counter 18 mm plywood use 	2 Nos		
2	<u>Ledger Counter 4'-6"X3'-0"</u> <ul style="list-style-type: none"> - Ledger Counter Table Top height 2'-6". Table Area (4'-6"X 2'-6") and 0'-6" customer side. No door for ledger counter - Ledger Counter front side 12 mm etching glass with Bank Logo - Ledger Counter 1 no drawer with lock and 1 no palla. - Ledger Counter Polish Bit and inside paint - Total 18 mm plywood use 	3 nos		
3	<u>Low Height Partition –</u> 4'-2" height partition with first 2'-6" ply structure and next 1'-6" 8 mm etching glass fitting with Bank logo including 3 nos of doors of size 2'-6"X3'-0". 18 mm plywood use with both sides sunmica pasting and wooden bit fitting. **As per drawing	40 RFT		





4	Shifting from old premises to new premises all almirah, wooden rack, chairs, tables, old and new records copy and other furnitures etc along with iron safe	--		
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****Work to commence within 7 days of opening the sealed tenders**

****Tentative time to complete the project : 21 days**

Date: 16-09-2025

Arjani Kumar

(Signature with seal)

Place: WBGB Bankura Regional Office

