COOCHBEHAR REGIONAL OFFICE Dinhata Road, Morapora Chowpathi P.O. & Dist : Coochbehar, 736101 Mail: rocooc@rrubkgb.in

## **NOTICE FOR SEEKING QUOTATION**

### Date: 15/07/2025

West Bengal Gramin Bank, Regional Office- Coochbehar invites applications cum sealed quotations from authorized, experienced vendors for the Interior and Furniture works at our Mathabhanga branch as per annexure and layout attached. Interested vendors are requested to submit the quotation in sealed envelope at Regional Office-Coochbehar as per notice mentioned below.

Name of Work:

**Cost of Tender Document:** (Non Refundable)

Availability of Tender Documents:

. Issue of the Tender Documents:

**Time & date of Submission of Tender:** 

Time and Date of Opening of Tender

Venue of the Tender opening:

Tender to be addressed to:

Interior Furnishing, Furbishing and allied works of MATHABHANGA BRANCH (Allied Works) of West Bengal Gramin Bank.

04.08.2025

₹500/- (Rupees Five hundred Only) to be paid by cash or demand draft or Banker's Cheque favoring West Bengal Gramin Bank, Regional Office- Coochbehar, Payable at Coochbehar. West Bengal Gramin Bank, Regional Office Dinhata Road, Morapora Chowpathi

Coochbehar-736101,

West Bengal

OR

### www.wbgb.co.in

From 15.07.2025 to 04.08.2025 between 10:00 Hrs. to 15:30 Hours, Except Sundays and Holidays.

Up to 3:00 P.M. on 04.08.2025

12:30 P.M. on**05.08.2025** 

West Bengal Gramin Bank Regional Office, Dinhata Road, Morapora Chowpathi, Coochbehar-736101,West Bengal

To,

The Regional Manager West Bengal Gramin Bank Regional Office Dinhata Road, Morapora Chowpathi, Coochbehar-736101 West Bengal



COOCHBEHAR REGIONAL OFFICE Dinhata Road, Morapora Chowpathi P.O. & Dist : Coochbehar, 736101 Mail: rocooc@rrubkgb.in

### Earnest Money:

2 % of the estimate value

The Tenderer must submit an EMD as mentioned in the form of a demand draft / pay order / Banker's Cheque only in favor of West Bengal Gramin Bank payable at Coochbehar drawn on any nationalized bank (and which shall not bear any interest).

Security Deposit :

#### 5% of the estimate value

Defect Liability Period:

**Period of Completion:** 

Validity of the Tender:

12 (Twelve) months from the date of issue of completion certificate.

30 Days from the starting of the work.

3 (Three) calendar months from the date of submission of Tender

#### Envelope-1:

Shall contain all the covering letter with the Tender Fees & Earnest Money along with the tender document duly signed

### Envelope-11:

Shall contain the Price Bid, dully filled in the Provided Price Bid Tender Document.

### MODE OF SUBMISSION

The tender is to be submitted in one envelope having both the separate sealed envelopes I & II being put in the this one envelope and should be sealed properly and addressed to "The Regional Manager, West Bengal Gramin Bank, Regional Office, Dinhata Road, Morapora Chowpathi, Coochbehar-736101, West Bengal". Ph. No. & mail id of the vendor should be mentioned on the main envelope.

## ENVELOPE 1: (MARKED AS ENVELOPE I)

This envelope shall contain the following:



**COOCHBEHAR REGIONAL OFFICE** Dinhata Road, Morapora Chowpathi P.O. & Dist : Coochbehar, 736101 Mail: rocooc@rrubkgb.in

- Forwarding letter without mentioning the cost of Tender value arrived at with quoted rates, a)
- b) ITR of FY 2023-24, 2022-23, 2021-22.
- c) GST Return(GST 1/3)-2024-25
- d) Work Order / Completion of Work Certificates for Similar kind of work (if available). Tenderer with experience will be given preference.
- c) Work Order of major projects on which the firm is engaged at present if available.
- f) Copy of PAN Card,
- g) Copy of GST Certificate,
- h) Copy of Trade Lieense,
- Banker Cheque or DD of tender fees & EMD. i)
- Tender document sign & stamped on each page. j)

## ENVELOPE-2: Price Bid (MARKED AS ENVELOPE II)

This envelope shall contain the following

Envelope Marked II shall contain the Priced Bid submitted on the printed Forms issued by the bank. The tenderer shall quote the final figure both figure and words.

**Regional** Manager For and on behalf of WEST BENGAL GRAMIN BANK Regional Office, Cooch Behar West Bengal Gramin Bank **Coochbehar Region** 

Satyam Kumar SATYAM KUNAR MANAGER, ROCOB Emp ID: 24550

I. SC	HEDULE OF QUANTITES FOR INTERIOR & FURNISHIN	NG WO	RKS		
	${f E}$ - For edging either MDF board or 1st class Teakwood lipping to be used as per availab	oility. Comb	ination of bo	th not to be used	d. MDF board to be
	painted & Teakwood lipping to be melamine polish.	OTT		DATE	
<u>NO.</u>	DESCRIPTION	QTY.	UNIT	RATE	AMOUNT
1	MAIN ENTRANCE FULLY GLAZED PARTITION				
	Providing and fixing frameless fully glazed <b>12mm thk toughened</b> <b>float glass</b> partition fixed with necessary patch fittings (Dorma make) including cutting, making holes, cutouts in the glass of required shape and size to accommodate fittings and fixing the fittings in floors, soffits, jams including necessary fixtures, screws, sealant wherever required and SS cover over patch fittings. Rate shall include necessary decorative film / LOGO.	0	Sq.Ft.		
2	MAIN ENTRANCE DOOR				
	Providing & fixing in position Twin Panel door madeof 12mm <b>thk</b> . <b>Toughen glass</b> with necessary hardware fixtures of approved make & design, viz. patch fittings and floor springs, on which the shutters are pivoted at the top & bottom, approved decorative Stainless Steel tubular handles on both the faces, (Dorset or Godrej equivalent approx. 300mm long) complete as per direction. Rate should include etching of the Bank's logo & emblem on the Glass. (For Main Entry)	42	Sq.Ft.		
3	DOOR FRAME				
	Wood work in door with Siliguri Sal wood frame fitted and fixed in position complete including a protective coat of painting at the contact surface of the frame including cost of concrete, Iron Butt Hinges and M.S clamps as required at site.(FOR CASH & STORE)	1.49	Cu.ft		
4	PANELLING WITH LAMINATED FINISH				
	Providing & fixing in position wall/column paneling(Ht. up to 8 ') consisting of 6.0 mm thk. Marine grade ply IS:710 with aluminum hat furring channel 22-25 @ 500 mm. both direction. The face of the cladding is to be laminated with 1.0 mm. thk. Laminate of approved shade & groove design. The ply surface of the groove is to be melamine polish finished of approved color & height up to 7 '6 ".( <b>BM BACK SIDE WALL, COLUMN</b> )	152	Sqft		
5	FULL HEIGHT PARTLY GLAZED DOUBLE SKIN WOODEN PARTITION				
	Providing & Fixing double skin Full ht. partition (2250 mm. high) with electrical wire management system, 900 mm. solid, then 300 mm. partly glazed(as per drawing), made out of aluminium hollow sections of 50 mm x 50 mm size 1.5 mm thick of JINDAL/INDAL make as internal framed structure spaced not more than 600 mm. c/c both ways, double skin partition fixed to aluminium frame made of 6 mm. thk. approved marine grade ply( IS:710), finished both side with skirting etc., the vertical support of 50 x 50 mm. rfame to be extended upto 1200 mm., side & top faces to be covered with 65 x 15 mm. CP teakwood molding bead (curved at top) with 6 mm. x 6 mm. polished groove. 300 mm. high x 10 mm. thk. glass to be fixed to partition with 30 x 12 mm. teakwood enbead with 6 mm. groove, all exposed teak wood surface to be completed with natural color high polishing etc. The alternate corner vertical members of the partition shall be taken up to the ceiling level and the same shall be anchored to the ceiling securely with help of suitable cleats.( <b>BM</b>	170	Sqft		

	ROOM)			
6	LOW HEIGHT PARTLY GLAZED WOODEN PARTITIONS			
	Providing fitting & fixing in position low height partition upto 4' ht. whose specification same as item No.5 With 2.5"X2.5" Teak wood lipping running all along the top & the vertical exposed edges finished with melamine polish. The Etched glass, in the partition will be between 3' to 4' height of 8mm thk of approved make and size The glass to be to the frame with 2.5"X2.5" thk. Teak wood beading on both sides and all exposed wooden-sections to be finished with 'melamine polish. The remaining portion of the half partition is finished in 1mm thk laminate pasted on 6mrn-BWP ply of approved make on both sides of the 2"x 2" wooden frame work as per drawing & as directed. (For Officer 1, Off2, & Off3 Side)	35	Sqft	
7	FULLY SOLID DOUBLE SKIN WOODEN PARTITION			
	Providing & fixing in position full height (upto 7'6" HT.)/Low height (HT. 4') solid partition 65 mm thk, as indicated in the drawing excluding the door made out of aluminium hollow sections od 50 mm x 50 mm size 1.5 mm thick of JINDAL/ INDAL make as internal framed structure placed horizontally and vertically in 550 x 550 mm/600 mm x 600 mm center to center. The alternate corner vertical members of the partition shall be taken up to the ceiling level and the same shall be anchored to the ceiling securely with help of suitable cleats. Framework shall be fixed with 6 mm thick marine grade ply (IS-710) of approved make on both sides finished as per following specifications. The Partition shall be finished with 1.0 mm thick laminate sunmica make of approved shade and make or equivalent on both the sides. Rate shall be inclusive of provision of pencil groove. The itme does not include the doors. (FOR CASH - 1 BACK, LEFT & STORE)	210	Sqft	
8	PARTLY GLAZED FLUSH DOOR			
	Supplying & fixing in position 37mm. thk solid core hot pressed phenol formaldehyde bonded <b>partly glazed</b> flush <b>door shutter</b> of approved make finished upto 900 mm with 1.0 mm thick laminate sheet of approved quality on both sides of the door shutter. The upper portion of the shutter is to be provided with <b>10 mm thick</b> <b>glass</b> fixed with rubber wood glazing beads of approved design, complete as per drawing. Rate to include cost of hardware fittings e.g. handle locks, aldrop handles, door closer & night latch.The exposed timber surfaces are to be polished in approved color and finishing the same with N.C. lacquer in mat satin finish Including Glass Etchin. ( <b>BM ROOM &amp; CASH-1</b> )	31	Sqft	
9	LAMINATED FLUSH DOOR			
	Providing and fixing 35mm thick fully solid flush door shutter conforming to IS 2202 with both sides BWP ply finished with 1.0 mm thick decorative laminate of approved make and shade using 100 mm size 3 nos. Brass hinges of approved quality with G.S. screws complete with all necessary hardware- handle locks, aldrop handles, door closer. There must be provision for a view glass of size 1'6"x 1' at eye level. (FOR STORE RM)	17	Sqft	
10	BRANCH MANAGERS EXECUTIVE TABLE			
	Providing fixing and fitting in position executive table made of 18mm BWP ply board +1mm Laminate. The table top is of straight shape & curved edge of size 5'-6"(L) X 2'-6"(W) X 2'6"(H) and is	1	No.	

	supported on the left side by a 1'- 6"wide & 2'- 0" deep drawer unit of two sets of drawers & covered cabinet and on the right side a			
	C.P.U. rack on castors, all in 1 mm thk. Laminate finish. A foot rest on both the supports and a 12MM BWP PLY keyboard tray and all			
	necessary accessories placed between the two supports just below			
	the table top side unit.			
11	OFFICERS TABLES			
a)	Providing, fixing and fitting in position Officer Table-table top is: 3'-10'(I) X 2'-6''(w) X 2'-6''(h). Table top is supported on the one side by a 1'-4"wide & 2'-0" deep drawer unit consisting of two sets of drawers & covered cabinet and. on the other side a C.P.U. rack, 1 mm thk. Laminate finish. Other specification & design details same as Item 10. 10mm clear glass(5'X1'6") Front of table with all necessary all fittings. FOR OFF1	1	Nos.	
b)	Providing, fixing and fitting in position Officer Table-table top is: 4'(I) X 2'6"(w) X 2'-6"(h). Table top is supported on the one side by a 1'-4"wide & 2'-0" deep drawer unit consisting of two sets of drawers & covered cabinet and. on the other side a C.P.U. rack,1 mm thk. Laminate finish. Other specification & design details same as Item 10. FOR OFFICER 2	1	Nos.	
C)	Providing, fixing and fitting in position CLERK-table top is: (4'X2'6''x2'6''). Table top is supported on the one side by a 1'- 4"wide & 2'-0" deep drawer unit consisting of two sets of drawers & covered cabinet and. on the other side a C.P.U. rack, 1 mm thk. Laminate finish. Other specification & design details same as Item 10 FOR OFF 3	1	Nos.	
12	SIDE CABINET			
	Providing and erecting Side cabinet unit is of size 900 mm length, 450 mm deep & 750 mm high consisting of a 375 mm legth of a side unit 3 sets of drawer i) top row of 100mm high drawers ii) 150 mm high drawer at middle & iii) 350 mm high drawer at bottom and 525 mm length cabinets with operable shutters, all finished in 1mm thk. Laminate.( FOR BM)	3	Rft	
13	BANKING TABLE TOP APRON			
a)	Banking tables will have 12mm thick toughened glass and 300mm high etched glazing placed 50mm away for customer side and 50mm above the customer top thus making a total height of 1100 mm. The apron glass is supported by 150 mm x 150 mm laminated plywood box/wooden post on both side of the tables. Glass fixed with wooden beat. <b>(OFFICER 1, OFF 2 &amp; OFF3)</b>	13	Rft	
14	FILLING CABINET			
a)	Low height Filing cabinet with Operable shutters of 1'6" Deep upto height of 2'-6".made of 19mm BWP block board. The back of the cabinet to be made of 6 mm thk. BWP ply with a ply skirting/base of 100mm high. There will be vertical dividers of same block board .apart on which the shutters 12mm/16mm thk. are hinged. All exposed surfaces & the shutters are finished with 1mm thk. decorative laminate. All exposed surfaces of the BWP ply & the block board are to be finished with 12mm thk. Rubber lipping: which to be melamine polished as directed Cost of all fittings-like Auto hinges (Hettich) ,brass hinges, godrej locks; tower bolts ,magnetic fittings-like brass hinges, godrej locks; tower bolts ,magnetic catchers, stainless steel "D" type handles shall be inclusive. (For OFF-1,2 &3)	32	Sq.ft	

b)	Full height Filing cabinet with Openable shutters of 1'6" Deep upto height of 7'.made of 18mm BWP block board. The back of the cabinet to be made of 6 mm thk. BWP ply with a ply skirting/base of 100mm high. There will be vertical dividers of same block board .apart on which the shutters 12mm/16mm thk. are hinged. All exposed surfaces & the shutters are finished with 1mm thk. Decorative laminate of approved make & shade All exposed surfaces of the BWP ply & the blockboard are to be finished with 12mm thk. Rubber lipping: which to be melamine polished as directed Cost of all fittings-like Auto hinges (Hettich) ,brass hinges, godrej locks; tower bolts ,magnetic fittings-like brass hinges, godrej locks; tower bolts ,magnetic catchers, stainless steel "D" type handles shall be inclusive.	0	Sq.ft	
15	SWING DOOR			
	Supply fitting and fixing in position Swing Door 4' high with Decorative Etching (as per detail drawing) with the following specifications: Vertical members - 2 numbers ( $75 \times 35$ ) mm size Horizontal Members 0-4 numbers ( $75 \times 35$ ) mm size Both sides of the frame work should be covered with 6 mm BWP grade ply with 1.00 mm laminate with locking arrangement, door stopper door closer etc. all the hardware fittings should be ISI mark. The door to be matched with the adjacent decor with 6 mm glass. At the bottom of the door, opening of size ( $250 \times 150$ mm) to be fix with ornamental aluminum grill with all sides beading etc. complete. (BESIDE OFF1)	12	Sq.ft	
16	CASH COUNTERS & CABIN			
a)	Providing fitting & fixing the cash counters along with partition all complete Providing fitting & fixing 2'6" wide & 2'6" high staff working top made of 18mm thick BWP block board of approved make finished with 1.0 mm laminate of approved make & shade.The customer transaction top shall be 1' wide projecting 6" on the customer side at a height of 1' above the staff working counter thus making a total height of 3'6". The customer top is made of 18 mm thick BWP block board which is finished with <sup>3</sup> / <sub>4</sub> " thick granite (Black Galaxy) pasted on top of it. Both the staff working top & the transaction top is rested & supported together by a front Apron or Double skin partition with a recessed portion in the center of a panel of 1'6" height.			
	To achieve this niche, the Apron is made of Malaysian Sal wood frame of section 2"X2" (the spacing of horizontal members are as per shown in the detail design while the vertical members are at a necessary spacing of 2'0"c/c) placed in different orientation in different places to attain the niche. continuedThis framework is covered with 4mm BWP ply of approved make & shade which is finished with 1.0 mm metallic laminate on the customer side facial of approved make & shade while the rear of the apron is finished with polish or paint. There will be necessary grooves between two different decorative laminates as shown in the detail drawing & as directed.			

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	Below the working top/counter will be 1'4" wide 2 nos. drawer cabinet unit on one side and wooden CPU rack on the other side with wooden key Board tray with slide channels & foot rest in between each of the counter as shown same in design & specification as that of Daftary, CTO tables in item no.1 The front portion of each cash cage above the transaction top (from 3'-6' to 7'0" height) will be provided with 2 nos. of 12 mm thick Toughened glass leaving a gap of 2" between the two glass panes so as to allow clear conversation between the customer & the cashier. The cut-out of 8"X4" is at the central bottom part of each of the transaction counter with a provision for small lockable latch wooden door.	5	Rft.		
b)	CASH CAGE SIDE, INTERMEDIATE & REAR PARTITIONS				
	The intermediate/side/rear partition between Cash Cabins will be of same specification as Partly-glazed Wooden Partition. of Item No.5 up to 7'6" height . There will be provision for small trays windows for transferring of small copy either from the banking area to the cash cabins or between the cash cabins.	65	Sqft		
17	CHEQUE WRITING TOP				
	Supplying and erecting wall mounted Customers' Writing top-As per layout drawing made of 19 mm thick BWP grade block board. Box type top of 12mm th. glass exposed block board top and side are to be finished with 1.0 mm thick laminate sheet of approved shade and quality with three partition for four compartment. Exposed free edges of block board are to be provided with 6 mm thick polished teak wood lipping.Size 3'X1'6" edges round.	1	No.		
18	NOTICE BOARD				
	Providing, fitting in position pin-up notice board made of Soft cork board finished with the fabric as approved, matching with the colour scheme of the banking hall with a R W. Moulding all around the edges.(3'X4')	12	Sqft		
19	CHEQUE DROP BOX & COMPLAIN BOX				
	Supplying and erecting <b>cheque drop box</b> (overall size 450 mm x 300 mm x 750 mm) made of 19mm thick phenol formaldehyde bonded ply board and the curved portion at top made out of 90 mm x 90 mm C.P teak wood section. A slit opening of 10 mm x 150 mm is to be provided at the top of the box. An operable shutter of 259 mm x 262 mm size made of 19 mm thick phenol formaldehyde bonded block board is to be provided at 1.50 mm above finished floor level. All the exposed timber surfaces including all free edges are to be finished with 1 mm thick laminate sheet of combination shade .Inner faces of block board surfaces are to be finished with minimum two coats of synthetic enamel paint of approved shade and quality over a coat of approved primer.R ate to include cost of necessary hardware fittings e.g. brass hinges, lock, knob etc.	1	No.		
20	BOXING FOR ROLLING SHUTTER & MAIN ENTRY				
	Providing & fixing shutter covering consisting of 1/4" thk.BWP grade ply shutters with a clear opening of 4.5" opening for smooth operation of shutters and rest is closed with mirror screws(for opening for servicing).The shutters shall be finished with 1.0mm thk. wenge laminate, frame of 2" x 1 1/2" teak wood section shall be provided for proper support and strength.Rate shall be inclusive for necessary fittings like hinges(Ebco make),ball catchers,tower bolts	46	Sqft		

	etc. (FOR MAIN ENTRY RS)				
21	FALSE CILLING				
<u> </u>	Providing & fixing suspended ceiling of 12.5 mm thk. <b>plain</b>			 	
a)	<b>Gypboard</b> of approved size at a height of 8' 6".(J' from the floor, fixed on G.I. Section suspended from the main ceiling by means of G.I. hangers / M.S. rod hooks of adjustable J" bolts. The Gypboard is fixed to the Channels with drywall screws & the exposed surface to be finished with Gypboard joint tape, jointing compound & 2 Coat of top coat gypsum primer as per manufacturer's specification including all fixtures & fittings complete, leaving cut holes for lighting fixtures & AC. Louvers.Cost includes finishing painting with white emulsion paint & putty. (Provision of Tray lighting should be provided as per site requirement)	385	Sq.ft.		
b)	Providing and erecting in position 14 mm thick <b>Armstrong/Celotex</b> <b>mineral fiber board ceiling (as per detail drawing)</b> of size <b>600</b> <b>mm</b> × <b>600 mm</b> pre-painted fixed Main Runner of size 24 mm × 38 mm spaced at 1200 mm center cross Tee of size 24 mm × 30 mm to be interlocked between Main Runner at 600 mm center. Cross Tee of size 24 mm × 25mm for forming a module of 600 mm × 600 mm and wall Angle of size 22 mm × 22 mm all the MS frameworks are to be galvanized by Hot Dip system and one end is to be powder coated finish. Rate to allow additional frame work for fixing any light fittings as well as AC grills. No deduction will be made for the area covered by AC grill as well as light fittings while taking measurement for Payment. Rate to allow cost of dismantling false ceiling including removal of debris outside the premises in conformity with Municipal Regulations.	407	Sq.ft.		
22	RUNNING COUNTER FOR PANTRY (1'-6" WIDE & 3'-0" Height)				
	Providing and laying a Plain running counter. It shall consist of $3/4$ " thk. BWP Ply top as per design (double edge on the front and back with 1 $1/2$ " thk half round Moulding on the edges) supported on $3/4$ " thk. BWP Ply verticals at every 3' length. Suitable wooden Moulding with melamine shall be provided to the edge of the top. The top of the counter should be finished with 1.5mm Laminate and all other external surfaces to be finished in 1.0 mm. Thk. Laminate (suede finish).	0	Rft		
23	ADDITIONAL ITEMS				
a)	Providing and fixing stainless steel perforated round color dustbin.( size 8" d x 12" h)	2	No.		
b)	Supply & Fitiing <b>Information panel</b> having pocket display as per Bank design enclosed with 2nos. 600x900 3mm poly carbonate sheet with 4nos. 1 inch spacer.(SIZE 2'0"x3'0")	1	No.		
c)	Laminated display shelf 12" depth and 3" width embedded in panels with 2 no. 12 mm play and 1 mm thick laminate.(2'x2', 1.5'x2', 1'x2')	9	Rft		
d)	Providing & fixing synthetic door mats from Birla 3 mm (6 mm thk).	1			
e)	Providing and fixing vertical blinds of 100 mm wide (Mac/annums) having handrail made of high strength aluminium alloyed thickness of 1.2 mm. Handrail to have 25 mm decorative insert. Control unit shall be of derlin. The runners are also to be a derlin with antiflixtion adhesive. Spacers should be made of stainless steel. Fabric should be polyester viscosted/polyester yarn having protective coating with	202	Sqft		



chemicals for stain resistance & soil repellency. The rate shall include necessary scotch guard treatment on both sides. The overlapping should be uniform and adequate. Necessary operative arrangements frames to be provided. (FOR CUSTOMER LOBBY 6 NOS. AND BM SIDE 1 NO.)			
<b>TOTAL INTERIOR &amp; FURNITURE WORK</b>			

### ওয়েস্ট বেঙ্গল গ্রামীণ ব্যাঙ্ক <sup>(একটি সরকারী সংস্থা)</sup> WEST BENGAL GRAMIN BANK (A Govt. Enterprise) @ PBGB ি BGVB // UBKGB

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