



Memo No: 475/Part-IV/Admn./

Date: Aug 27, 2019

NOTICE INVITING TENDER

Sealed Tenders/Quotations are invited from the Govt. enlisted or bonafied, resourceful Supply Agencies/Outsiders having a sound perception in the field of **Interior Decoration Work** relating to Upholstry.

The sealed Tenders/Quotations are invited from the intending Quotationers / Tenderers for offering / quoting the Itemwise Rates / Prices only keeping parity with the present market values/prices as per as possible against the probable items of Interior Decoration Work relating to Upholstry at the undernoted location after conducting a physical inspection as per Technical Specifications & Schedule/ Scope of Works as detailed in the **(ANNEXURE-I)** attached herewith.

(A) Location / Place of Works:

At the the Chairman's Chamber (1st Floor) including its adjoining Areas (i.e Waiting Area , proposed Anti chamber etc.) of the Head Office Building of The West Bengal State Cooperative Agriculture & Rural Development Bank Ltd (The WBCARD Bank Ltd.), 25- D Shakespeare Sarani, Kolkata -700 017.

(B) Types of Works (Scope of Works) to be executed:

Separate Enclosure as **ANNEXURE- I** is attached herewith for the details of proposed Works as mentioned above.

(C) Broad Terms & Conditions i/r/o the above Scope of Works to be followed strictly:

- 1) The intending Tenderers/ Bidders must inspect the above mentioned work-site of the aforesaid Building before submission of their Tenders/Quotations for their convenience;
- 2) The intending Tenderers/ Bidders shall have to quote / offer their item-wise rates / prices of the probable items of Interior Decoration Work relating to Upholstry (i.e. Scope of works) shown in the **ANNEXURE- I** attached herewith and the rates should be moderate and reasonable in all respect.
- 3) The quoted/offered rates/prices are inclusive of prevailing GST which are also inclusive of transportation /delivery charges and other incidental charges etc.;
- 4) The rates/prices should be quoted in figure as well as in words in the Letter Head of the Company;
- 5) The Quotationers/Tenderers may visit the **official Website: www.icmard.org** of The WBCARD Bank Ltd. for obtaining the details of the aforesaid NIT;
- 6) The Quotation/Tender must be valid for a period of at least six months from the last date of submission of Tender;
- 7) The Quotationers/Tenderers shall submit the following documents alongwith the Tender Papers required by the authority of the Bank:
 - a) Copies of certificates i/r/o GST/ PAN/ TAN and clearance certificate of PT & IT etc.;
 - b) Experience certificates & satisfactory credentials w.r.t the Electrical works;
- 8) All the Tools and Plants at the Site shall be arranged by the Contractor Agency at his own Cost;
- 9) A Security Deposit @ 10% of the Bill amount will be deducted and retained at our end and same would be released after 6 (Six) months from the date of full completion of the whole works subject to satisfactory performance of the job. Such Security Deposit will not accrue any interest. There is a provision of Advance Payment @ 25% to the selected Agency, if required, which may be paid against written request of the Contractor Agency within (seven) days from the date of commencement of the work;
- 10) Payment would be made on the basis of actual number items supplied/ provided inside the said location and accepted rates after satisfactory completion work; Statutory deduction like IT etc. would be made from the bill as applicable and contract terms shall be followed as per prevailing practice of PWD , Govt. of West Bengal;
- 11) Any other work beyond schedule of work if found necessary to be done on compulsion and rate would be fixed as per current Market rate analysis;

- 12) The Priced Schedule of Works (i.e. Annexure-I) to be signed & to be supported with a separate Letter Head Pad of the Agency;
- 13) The authority shall have the right to direct execution of any item beyond schedule of work as may be found necessary for the job or reject any item of work depending on suitability during supply of the same;
- 14) The competent authority of the Bank reserves the right to accept or reject any or all the Tenders / Quotations received without assigning any reasons thereof and also is not bound to accept the lowest Tender/ Quotation offered;
- 15) The sealed cover of Quotations/ Tenders should be superscribed as "Quotation / Tender for the Interior Decoration Work relating to Upholstry" at the 1st floor of The WBSCARD Bank Ltd.;
- 16) The Tender/Quotation for the said purpose is liable for rejection if it does not fulfill any of the above conditions or is incomplete in any respect;
- 17) Time of supply of the aforesaid articles shall be 03(Three) days from the date of receipt of the Work Order;
- 18) **The last date & time of receiving the Quotation/Tender is September 04, 2019 upto 5:00 pm.**

sd/-
Managing Director

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Copy forwarded for information and necessary action to:

- ✓ 1. Miss Sanchari Mitra, Manager & AFM, ICMARD with the request to upload this NIQ in the Official Website of the WBSCARD Bank Ltd.: www.icmard.org
2. Display on the Notice Board of the H.O of The WBSCARD Bank Ltd.,
3. Display on the Notice Board of the ICMARD, The WBSCARD Bank Ltd.

sd/-
Managing Director

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