

# THE INSTITUTE OF CO-OPERATIVE MANAGEMENT FOR AGRICULTURE & RURAL DEVELOPMENT

Training Institute of The WBSCARD Bank Ltd.



Website: [www.icmard.org](http://www.icmard.org)

Block-14/2, C.I.T Scheme-VIII (M), Ultadanga, Kolkata-700067

Ph-033-23565522 (Principal)/23566522 (EPBX) • Email: [icmard.kol@gmail.com](mailto:icmard.kol@gmail.com) & [icmard.training@gmail.com](mailto:icmard.training@gmail.com)

NIQ No. 2300/2022-2023/546

October 19, 2022

## ABRIDGED NOTICE INVITING QUOTATION


Sealed Quotations are invited from the Authorized Dealers/Manufacturers/Distributors/Suppliers of **Furniture** etc. for Supply & Installation of **Various types of Office Chairs, Multi Seater, File cabinet etc.** for the office of ICMARD at the 3<sup>rd</sup> Floor of ICMARD Building, Block- 14/2, C.I.T Scheme – VIII (M), Kolkata – 700 067. The intending Bidders/Vendors shall have to submit the sealed quotations showing the details of cost for the different models/types as per the format in **Annexure-I** and terms & conditions appended below:-

### Terms & Conditions:-

1. The Quotations are to be addressed to Principal, ICMARD and cover of the sealed envelope of the Quotation should be superscribed as "**Quotation for supply & installation of Office Chairs and Other Furniture at ICMARD Office**".
2. Rate should be quoted in words as well as in figures as per the format in **Annexure- I** in the office Letter Head of the Company.
3. The Quotations must be valid for a period of at least Three months from the last date of submission.
4. **The quoted rate shall be inclusive of all GST & Duties and other incidental & delivery charges etc.**
5. Supply to be made within **15 (Fifteen) days** from the date of written order, failing which the order would be treated as cancelled.
6. The authority do not bind themselves to accept the lowest Quotation & reserve the right to accept any Quotation and also reserve the right to reject any or all the Quotations received without assigning any reasons thereof.
7. The recommended specification/parameter (as mentioned in Annexure-I) be strictly followed/maintained at the time of submission of Quotations and no any Quotation apart from the above specification, terms & conditions will be allowed.
8. The last date & time of receiving the Quotations is **November 09, 2022 up to 5 pm.**

### Payment Terms

9. Payment will be released after delivery & successful installation of the Furniture at the Office of ICMARD in good condition and against submission of Bills with specifications in duplicate along with applicable warranty.
10. The bidder must furnish the GSTIN and PAN/ TAN along with the Bank Account Details. Payment would be released after applicable Tax deductions on the billed value.
11. Payment would be released only in online mode through RTGS/ NEFT transfer.
12. No advance payment would be done before the items are supplied to ICMARD.

  
Principal  
ICMARD

October 19, 2022

Memo No. 2300/2022-2023/

Copy forwarded for information and necessary action to:-

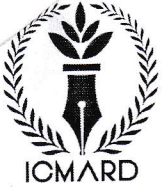
1. The Managing Director, The WBSCARDB Ltd.
2. Sri Suman Bhar, DGM, BDD with a request to upload the NIQ in official Website of The WBSCARD Bank Ltd.
3. Sanchari Mitra, AGM & FM, ICMARD with a request to upload the NIQ in official Website of ICMARD
4. Notice Board of the ICMARD and The WBSCARDB Ltd. (H.O.).

Principal  
ICMARD

**The West Bengal State Cooperative Agriculture & Rural Development Bank Ltd.**

Phone: (033) 2356-0028, 2356 0065, 2967 3012 Email: [wbscardb@gmail.com](mailto:wbscardb@gmail.com)

Website: [www.wbscardb.com](http://www.wbscardb.com)



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## Annexure-I

**(To be submitted in the office letter head of the company)**

**Details of the Office Chairs and other Items to be procured**

**Ref. NIQ No.- 2300/2022-2023/546 dated October 19, 2022**

A) Full Name & address of the vendor with credentials:-

B) Details of item-wise rates offered as stated below:-

Sl No.	Items and specifications	Quantity	Unit Cost	Total Price inclusive of delivery charge and other incidentals	Remarks
1	Steel make medium back Office Chairs with comfy cushions for visitors	5			
2	Officer's Chair (Revolving)- Model Leo Cushion-1/ similar	2			
3	Multi seater for visitors - PMC-6/ similar 3-seater	1			
4	File Cabinet (Steel make- 4 drawers)	1			
			<b>Total Amount</b>		
			Applicable CGST @		
			Applicable SGST @		
			<b>GRAND TOTAL</b>		
	<b>In Words (Rupees</b>			<b>) Only</b>	

Date

Signature of the bidder with seal

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ICMARD

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