

ওয়েষ্ট বেঙ্গল গ্রামীণ ব্যাঙ্ক

(সরকারী মালিকানাধীন শিডিউল্ড ব্যাঙ্ক)

আঞ্চলিক কার্যালয় শিলিগুড়ি, ঋষি অরবিন্দ

রোড, হাকিমপাড়া, পোঃ- শিলিগুড়ি, জেঃ-

দার্জিলিং, পশ্চিমবঙ্গ ৭৩৪০০১, ভারত

ওয়েবসাইট: <https://www.wbgb.bank.in>



West Bengal Gramin Bank

(Scheduled Bank Owned by Government)

Regional Office Siliguri, Rishi Aurobindo Road,

Hakimpara, P.O- Siliguri, Dist.- Darjeeling, West

Bengal 734001, India

Website: <https://www.wbgb.bank.in>

Date: 22.01.2026

TENDER INVITATION

Sealed tenders are invited by Regional Office-West Bengal Gramin Bank, Rishi Aurobindo Road, Hakimpara, P.O- Siliguri, Dist.- Darjeeling - 736101, West Bengal for its Kharibari Branch to execute composite work which includes Interior and furnishing works under (Two) bid System i.e. Technical Bid (Cover-I) & Price Bid (Cover-II).

Name of Work:	Interior and furnishing works of KHARIBARI BRANCH of West Bengal Gramin Bank.
Cost of Tender Document: (Non-Refundable)	₹500/- (Rupees Five Hundred Only) to be paid by demand draft or Banker's Cheque favoring West Bengal Gramin Bank, Regional Office- Siliguri, Payable at Siliguri.
Availability of Tender Documents:	West Bengal Gramin Bank, Regional Office Siliguri Rishi Aurobindo Road, Hakimpara, P.O- Siliguri, Dist.- Darjeeling, West Bengal 734001, OR www.wbgb.bank.in
Issue of the Tender Documents:	From 22.01.2026 to 07.02.2026 between 10:00 Hrs. to 15:30 Hours, Except Sundays and Holidays.
Time & date of Submission of Tender:	Up to 3:00 P.M. on 07.02.2026
Time and Date of Opening of Tender	4:00 P.M. on 09.02.2026
Venue of the Tender opening:	West Bengal Gramin Bank Regional Office Siliguri, Rishi Aurobindo Road, Hakimpara, P.O- Siliguri, Dist.- Darjeeling, West Bengal 734001
Tender to be addressed to:	To, The Regional Manager West Bengal Gramin Bank Regional Office Siliguri Rishi Aurobindo Road, Hakimpara, P.O- Siliguri, Dist.- Darjeeling, West Bengal 734001
Earnest Money:	₹ 5000/- (Rupees Five Thousand Only) EMD shall be accepted in form of Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Bankers' Cheque or Bank Guarantee (including e-Bank Guarantee) (from any Scheduled Commercial Bank other than our own Bank) or online payment Tender without the Earnest Money in proper form shall be rejected. In accordance with the Government of India Guidelines MSME are exempted from payment of EMD upon submission of valid MSME certificate copy which has to be



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	certified by competent authority. It may be noted that start-up vendors (which are not MSME) are eligible for exemption from payment of Security deposit/ EMD subject to they are submitting requisite certificate of having been recognized as start-up.
Delay in submission:	Delay in submission of any part arising due to postal or any other irregularities at any stage will not be considered. The Bank will not be responsible for any damage in transit in case of postal delivery/ delivery through courier service.
Defect Liability Period:	12 (Twelve) months from the date of issue of completion certificate.
Date of Commencement:	Either one week from the date of Work Order or the day on which the contractor is instructed to take possession of the site, whichever is later.
Period of Completion:	21 Days from the starting of the work.
Validity of the Tender:	3 (Three) calendar months from the date of submission of Tender

MODE OF SUBMISSION

The tender is to be submitted in one envelope having both the separate sealed envelopes I & II being put in the one big envelope and should be sealed properly and addressed to "The Regional Manager, West Bengal Gramin Bank, Regional Office Siliguri, Rishi Aurobindo Road, Hakimpura, P.O- Siliguri, Dist.- Darjeeling, West Bengal 734001".
Ph. No. & email id of the vendor should be mentioned on the main envelope.

ENVELOPE 1: Technical Bid (MARKED As ENVELOPE I)

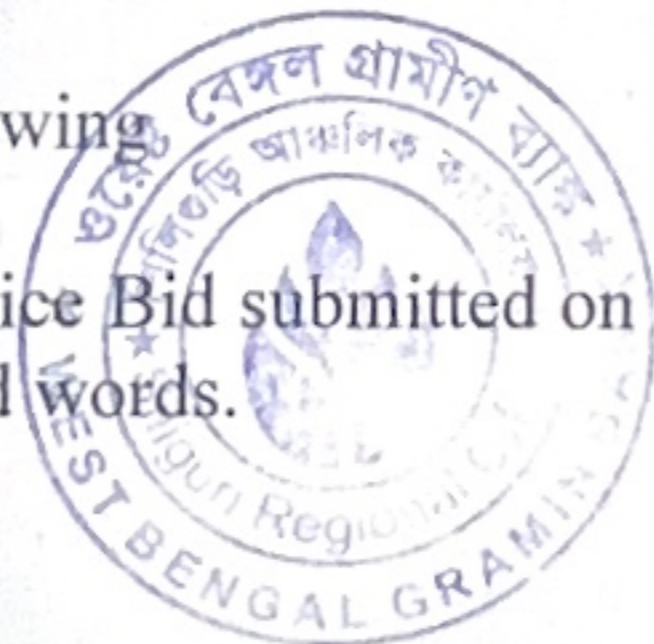
This envelope shall contain the following:

- Forwarding letter on bidder's letter head pad **without mentioning the cost of Tender** value arrived at with quoted rates,
- Registration / MOA of Firm,
- Work Order / Completion of Work Certificates for Similar kind of work (if available). Tenderer with experience will be given preference.
- Work Order of major projects on which the firm is engaged at present if available.
- Copy of PAN Card,
- Copy of GST Certificate,
- ITR and GST returns latest FY and Quarter respectively
- Copy of Trade License,
- Pay Order / Banker's Cheque / DD of tender fees & EMD.
- Tender document sign & stamped on each page.

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

This ENVELOPE shall contain the following

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



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Terms & Conditions:

1. Quotation will be considered on lower rate (L1) basis.
2. After expiry of scheduled time frame no quotation will be accepted.
3. Bank authority reserves the right to accept or cancel bid unilaterally without assigning any reason thereof prior to the placement or supply order/signing contract thereby.
4. Delay or deviation in work material or time may attract penalty on bill amount.
5. GST no. is mandatory to submit quotation.
6. Rates will be inclusive all charges except GST.
7. Tenderers are advised to visit the branch site to assess the scope of work.
8. Uncompromising adherence to material and workmanship quality standards is required.
9. Vendors should preferably have an established office unit in North Bengal.

Desired List pf materials:

Plywood (BWP) IS:710 standard	Phenol bonded, water proof, plywood of all required thickness (6mm,9mm,12mm,19mm and 25mm) of "Century/ Green/Globe/ Sylvan"
Wood Frame Work / Wood Section: All Wood must be well seasoned, free from knots, other defects decay and defects due to handling and Transportation. Wherever necessary, provide with anti – termite Treatment.	Malaysian Sal/ Siliguri Sal/ Kapoor/ Gamari
Glass	Modi /AIS / Saint Gobain



Interior and Furnishing Works of WBGB Kharibari Branch, Kharibari

SLN O.	Description	Quantity /Area	Rate	Amount
1	Cash counter 18mm thick BWP	9 RFT		
2	Full Height Partly glazed partition (BM and CASH)	230 sqft.		
3	Solid partition(store & main entrance)	150 sqft		
4	Low height partition with etched glass, in the partition will be between 3' to 4' height of 8mm thk. The remaining portion of the half partition is finished in 1mm thk laminate pasted on 6 mm BWP ply(officers 1,2,3,May I help You)	120 sqft.		
5	Flush Door glass (BM) partly glazed	36 Sqft.		
6	Flush door solid (Store,Cash, Cash counters)	40 Sqft.		
7a	BM Table 5'x2.5'x2.5'	1 nos		
b	Officer 1 Table 5'x2.5'x2.5'	1 nos		
c	Officer 2,3 Table 4'x2.5'x2.5'	2 nos		
d	May I help You 6'x2'x2'	1 nos		
8	Side unit 3 RFT	1 nos		
9	Low height cabinet	20 Sqft.		
10	Swing door 6 mm BWP grade ply with 1.00 mm laminate	36 sqft.		
11	Main door entrance to be made from 12 mm thick toughened glass	35 sq ft		
12	Shutter box	80 sq ft		
13	Notice board 4'x3'	1 nos		
14	Writing desk	1 nos		
15	Complaint box	1 nos		
16	Vertical blind	80 sq ft		
17	Upper cabinet	80 sq ft		

- Detailed quantity of work is as per site requirement. Hence the tenderers are advised to visit the branch site to assess the scope of work.

Total Amount in number & words (Inclusive all charges & without GST) =

GST No:

Signature with Seal.

