

## Notice Inviting Quotation

Quotations in sealed envelope are invited on behalf of The West Bengal State Co-operative Bank Ltd from the firms having expertise of shifting Iron Vault, Locker etc. The list of items to be shifted from First Floor of Barasat Branch of the Bank to its Ground Floor having address at 36, R.B.C Road, Near Barasat Court, North 24 Pgs, Pin- 700124 are as follows:

- 1) 01 (One) Cash vault,
- 2) 03 (Three) Nos of Locker
- 3) 01 (One) Fire Proof Cabinet

The bidders having requisite experience in the field may apply subject to the following Terms & Conditions:

- 1) The bid should contain 02 (Two) packets i.e., Technical and Financial.
  - a. **Technical Packet** should contain valid Trade License, GST Registration Certificate, at least two work orders of executing similar type of work in last Three (03) years duly authenticated under seal and signature
  - b. **Financial Packet** should contain rate quotation excluding GST. The rate should be quoted in the bidder's letter head pad

**Note:** After clearly mentioning the packet name and Bidder name in each packet, both of them should be put on another large packet **superscribed with "Technical & Commercial Proposal in respect of NIQ No. HO/MD/NIQ/2478/2025-26 dated 02/01/2026"**

- 2) Utmost care should be taken while shifting the items. The intending vendor may visit the site before submission of the quotation to access the nature of job and site position.
- 3) Date of shifting to be intimated on a later date. The selected bidder has to execute the job on the date finalized by the bank.
- 4) **That the sealed quotations to be reached to the General Manager (HRMD), The West Bengal State Co-operative Bank Ltd, Head Office, 24-A, Waterloo Street, Kolkata-700069 within 2:00 P.M. of 09.01.2026 and after that no quotation will be accepted.**
- 5) Technical Bid would be opened on **4:00 P.M. of 09.01.2026**. Interested bidder or its representative may attend with proper authorization.
- 6) Financial bids will be opened only for the technically qualified bidders.
- 7) That the payment will be made after completion of the job with acknowledgement from the Branch Manager, Barasat Branch.
- 8) That the Bank reserves the right to modify the terms and conditions or even cancel the tender at any stage before awarding the contract without assigning any reason.

[Sujan Sarkar]  
Managing Director