



# THE WEST BENGAL STATE CO-OPERATIVE BANK LTD.

Registered Office & Head Office: 24A Waterloo Street, Kolkata - 700 069

Memo No. HO/MD/NIQ/2652/2025-26

Date: 20/01/2026

## Notice Inviting Quotation

Quotations in sealed envelope are invited on behalf of The West Bengal State Co-operative Bank Ltd from the firms having knowledge of preparation of ATM site in Banks and financial institutions. The tender is intended to select vendor for refurbishment of ATM site at 24A, Waterloo Street, Kolkata-700069.

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 Five (05) years duly authenticated under seal and signature and the RFP document duly signed as their acceptance of Terms and Conditions.
  - b) **Financial Packet** should contain rate quotation excluding GST. The rate should be quoted in the bidder's letter head pad as per **Annexure-A**. In no case the Financial Bid should be placed in the Technical Packet to avoid cancellation of Bid.

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/2652/2025-26 dated 20/01/2026**"

- 2) That the intending vendor may visit the site before submission of quotation to assess the nature of job and site position.
- 3) 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 30.01.2026 and after that no quotation will be accepted.
- 4) That the above rate shall remain valid for one year from the date of awarding contract and by submission of Bid, the Bidder unconditionally accepts to execute the next order if requisitioned by the Bank at the same rate and under same terms and conditions.
- 5) That the Technical Bid would be opened on 4:00 P.M. of 30.01.2026. Interested bidder or its representative may attend with proper authorization.
- 6) That the 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 ATM Department of the Bank.
- 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



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## Annexure-1

Rate quotation for refurbishment of ATM premises at 24-A, Waterloo Street, Kolkata-700069.

Name of the Bidder:-

Sl No	Item	Specification	Unit	Quantity	Unit Cost	Total Cost
1	<b>FLOORING (Only in ATM LOBBY)</b>					
1.1	Flooring: Vitrified Tiles	Providing and Fixing 1st quality, polished 24" x 24" vitrified tiled flooring of Johnson or equivalent make. Fixing in cement sand ratio 1: 5 in line and level inclusive of wastage, cutting and joints filling with white cement. <b>Vitrified Tiles</b> has to be "Milky white", if not available "Ivory" can be used.	Sq.Ft.	56		
2	<b>FALSE CEILING: ARMSTRONG TYPE (Only in ATM LOBBY)</b>					
2.1	False Ceiling	Providing and Fixing 12 mm Armstrong Type suspended false ceiling on metallic grid in line and level, GI intermediate channel (sub frames) of size 45mm and 0.5mm thk with two flange of 15mm each at 1200 mm center to center, GI hanger of size 25mm ,0.5mm thk at 1200mm center to center distance, joint filling & finishing with proper scraping, India Gypsum screws to be used ,inclusive of all material and labour as instructed by Site Incharge and directed	Sq.Ft.	56		
3	Painting					
3.1	Painting	Providing and applying of 2 coats of enamel paint to existing shutter	Job	1		
4	Shutter Servicing & Greasing	Overall servicing and greasing.	Job	1		
5	<b>MAIN DOOR &amp; FIXED GLAZING</b>					
5.1	Fixed Glazing	Providing and fixing external fixed glazing of 8 mm saint gobin or equivalent cleared class with 2.25" x 2.25" aluminium sections <b>Black Powder coated on all 4 side.</b>	Job	1		
5.2	Main Door	Providing and fixing in position 7' x 3' aluminium glass door with Black powder coated comprising of 3.25" X 3.25" Vertical & horizontal member with 8mm Modifloat / Saint Gobain clear glass, heavy duty floor spring of Hemco / Everite / Hyper make, sealant filling between inside the aluminium sections, Door to have 1" Dia,12" long	Nos	1		



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		brush steel handle, locking arrangement at bottom / side complete as directed. The top & Bottom members to be secured with rubber weather strip.				
6	<b>PANELLING, PARTITION &amp; STORAGE SELVES</b>					
6.1	Panelling	<b>1.5" x 1" (Thickness of the Pipe)</b> Aluminium box section with 3mm aluminium Composite panel with a 2'x2' framework on the backside with spacing not exceeding 600mm – <b>Color is White</b> - Clading to be done on side wall of ATM room till 1 feet - Shutter boxing is also of the same ACP color. Including - Panelling LHS, RHS, Jamb (LHS, RHS), Latak, top Jamb, Calding, Shuter Boxing	Sq.Ft	30		
6.2	Partition	<b>1.5" x 1" Alu Section with 2X2 feet frame, 3 mm ACP including 7' X 2' door. 1 ATM slot to be made. Provision for the 2nd ATM to be kept. The framing to be done accordingly - 3mm ACP sheet can be "White" color. The fixing to be seamless instead of grooving.</b>	Sq.Ft	56		
6.3	Shelf for IDU	Providing and fixing a wooden shelf of size 2' - 00" x 1' - 6" comprising of 18mm thick marine ply with ACP on top, and all the exposed sides of 18mm thickness of the ply, bottom with 3 coats of 1st grade enamel paint wire manager ( circular slot ) for passing cables, resting on strong metal L section frame	No	2		
6.4	Air Louvers	P and F 4" powder coated aluminium louvers of Silver colour complete as directed. Louvers to have collar on all the four sides.	Sq.Ft	1		
7	<b>ACCESSORIES &amp; GROUTING</b>					
7.1	Fire extinguishers	ABC Type - fire extinguisher to be provided - 2KG	No	1		
7.2	Dustbin (grouted on the ground)	Perforated Bin, Size 3 ft high and 12 inch in diameter, Ms perforated powder coated Rubber gasket on the floor end of the bin, Bin grounded on the floor. <b>Dustbin to be grouted (If grouting is a challenge then it has to be fixed in such a way that Dustbin theft are curtailed).</b>	No	1		
7.3	Door Mat	Providing footmat / doormat of size 3' X 2'- Burgundy colour	No	1		
7.4	Grouting	ATM grouted with 4 holes	Job	1		
8	<b>ELECTRICAL WORKS</b>					
8.1	ATM power Point	2 X 15A socket for ATM (from UPS point)	No	2		



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8.2	Lighting Fixtures	2' 0" x 2' 0" mirror optic fixtures (Philips / wipro or equivalent), ONE IN RAW POWER & ONE IN UPS POWER. 2 X 18W LED to be used in each fixture	No	2		
8.3	Porch Light	2 x 11W LED Spot lights, fixture with lamps of make GE, Philips, Wipro, Opelite, Crompton, Clipsal, Bajaj	No	2		
8.4	Conducting for Electrical Wiring	Conducting for Electrical Wiring	Rmt	45		
8.5	Tube light - Back room	Providing & fixing Philips / Wipro or equivalent TUBE lights /LED for BACK ROOM	No	1		
9	<b>Miscellaneous works</b>					
9.1		Dismantling & Re-fixing of Air conditioner (As per site need)	Job	1		
9.2		Installation of Re-enforced Grouting Plates (As per site need)	Job	1		
9.3		Painting in back room and on side wall - after cladding (As per site need)	Job	1		
	<b>Total</b>					₹

In word [Rs. ]

Notes:

- 1) The above rate is without GST. GST shall be applied as per prevailing rate.
- 2) The rate shall remain valid for next one year from the date of awarding contract and in case our proposals are accepted, we unconditionally accept to execute the next order if requisitioned by the Bank at the same rate and under same terms and conditions.

Signature of Authorized Signatory  
With office seal