

**JHARKHAND RAJYA GRAMIN BANK  
HEAD OFFICE, RANCHI**

**JRGB/RO-IV/ACCT/ 906/2024-25**

**Date: 01.02.2025**

**Notice Inviting Quotation for Procurement of Furniture**

Jharkhand Rajya Gramin Bank, Regional Office- Palamu, invites sealed quotations from bonafide registered supplier /firm for procurement of furniture items (Cash Counter, BM Table, Dealing Counter, Other Officer's Table & Others) as per lay out plan and detailed specification mentioned in Annexure-II, as under:

**Regional Manager, Regional Office, RO-IV, Church Road, Daltonganj, Palamu-822101**

The aforesaid furniture items have to be supplied/ installed at First floor of our **Jharkhand Rajya Gramin Bank, Haidernagar Branch, At Main Road, Beside Ram Mandir, Haidernagar, Palamu-822115.**

The interested firm /Supplier may visit on above address to assess their cost and submit their technical details & financial quotation documents in prescribed format in separate sealed cover.

The estimated cost for aforesaid items for Haidernagar Branch is Rs.1,95,000/- approx. excluding GST (including all taxes/transportation and labour charges)

Intending eligible firm may download quotation/bid document from our Bank's website [jrgb.in](http://jrgb.in) tender section from 01.02.2025 to 08.02.2025 till 11.00 AM

Technical & Financial documents sealed in separate covers must be delivered to the Regional Manager, JRG Bank, Regional Office-IV, Church Road, Daltonganj, Palamu-822101 up to 08.02.2025 till 11.00 AM. If the last date of bid dropping/opening of quotations paralyzed due to unforeseen reason(s), then it shall be done on the next working day. The undersigned reserves the right to accept or reject any or all the quotations without citing any reason whatsoever.

Sd/-

REGIONAL MANAGER

## **Terms & Conditions**

### **01. Delivery Place:**

Bidder will supply and deliver the furniture items in requisite number at Jharkhand Rajya Gramin Bank, Haidernagar Branch, At Main Road, Beside Ram Mandir, Haidernagar, Palamu-822115 and the cost of transportation will be borne by the supplier.

### **02. Bid Price:**

- a) All duties, taxes and other levies including the transportation expenses (excluding GST) are payable by the firm under the contract and shall be included in total price.
- b) Each bidder shall submit only one quotation in the format supplied. Bidder submitting more than one quotation for the same package will not be entertained.
- c) All the columns and requisite information's must be filled in the supplies Format.

### **03. Submission of Quotations/Bid:**

- a) Each bidder should submit quotations in sealed envelopes. (Technical & Financial in separate envelopes)

### **04. Credentiaity Certificate:**

#### 1. Specification of Item (as applicable)

- a.) The Financial part (Part-II) of the bid shall consists of only Rate/Price on the Firm's letter pad. All the columns and requisite information must be filled in the prescribed format. Bidder must quote the item wise Rate.
- b.) Award of contract on the basis of lowest evaluated price for which the bidder must quote the rate per item. Bidder must quote the rate of all items.

### **05. Evaluation of Quotations:**

The JRG Bank will evaluate and compare quotations determined to be substantially responsive i.e. a) Are properly signed

b) Confirm to terms, conditions, specifications and qualifications conditions.

### **06. Award of Contract:**

The JRG Bank will award the contract to the bidder whose quotations has been determined to be substantially responsive, and who has offered the lowest evaluated quoted price.

a) Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

**07. Other Terms & Conditions:**

- (a) JRG Bank reserves the right to prepone/postpone/cancel the bid. The bidder will have to abide with the decision.
- (b) Payment shall be made after the Completion of work and submission of bills which will be subject to satisfactory vetting of work by the Architect who will certify the quality and quantity of the items supplied/ work done as per specifications and recommend accordingly the extent of payment.
- (c) No preference will be given to any bidder of class of bidders, either for the price or for other terms and conditions.
- (d) Quotation may be submitted on the printed letter head of the bidder in the prescribed format supplied.
- (e) No payment will be made for any damage of goods supplied.

We look forward to receiving your quotations and thank you for your interest in this project.

Sd/-

REGIONAL MANAGER

	Particulars	To be filled in by the firm
1	Name of the supplier/Agency	
2	Detailed office address of the supplier/Agency with Office Telephone Number, Fax Number and Mobile Number and name of the contact person	
3	PAN/TAN Number (copy to be enclosed)	
4	Sales Tax/VAT/GST Registration Number (copy to be enclosed)	
5	Whether bid document of all pages of the terms and Conditions duly signed, in token of acceptance of the same, is attached	
6	Whether agency profile is attached?	
Date	:	
Place	:	Signature of the Bidder with Office Seal

**FORMAT OF FINANCIAL BID (Part-II) Annexure:II**

(Applicable for Dhansar Branch)

Name of the Firm/Agency/Supplier: \_\_\_\_\_

Sl. No.	DISCRIPTION OF GOODS	Qty	UNIT	Rate	Amount
1.	2**2** Grid False Ceiling	840.00	sft		
2.	Full Height Partition partly paneled and partly glazed-BM Cabin	127.00	sft		
3.	Full Height Partition Partly Paneled and partly glazed-Cash Cabin	381.98	Sft.		
4.	Low Height Partition-Officer/ Cubical Tables	129.12	Sft.		

<b>Sl. No.</b>	<b>DISCRIPTION OF GOODS</b>	<b>Qty</b>	<b>UNIT</b>	<b>Rate</b>	<b>Amount</b>
5.	Main Entrance Glazed Door	50.00	Sft.		
6.	Full height solid/ Glazed Partitions in Server Room	87.16	Sft.		
7.	Branch Manager Table	1.00	Each		
8.	DY.Manager Table	1.00	Each		
9.	Accountant Table	1.00	Each		
10.	Cash Counter & Clerk	4.00	RFT		
11.	Side Table	12.00	Sft.		
12.	Back Storage/ full/low height cabinets	50.00	Sft.		
13.	Column Panelings	206.00	Sft.		
14.	Vertical Blinds	40.00	Sft.		
15.	Door Closure	2.00	Each		
16.	Mortise Lock	2.00	Each		
17.	Hydraulic Floor Spring for Main Entrance Glass doors	1.00	Each		
18.	Notice Board	1.00	Each		
19.	Writing Desk	1.00	Each		
20.	Suggestion Box/ Cheque Drop Box	2.00	Each		

Sl. No.	DISCRIPTION OF GOODS	Qty	UNIT	Rate	Amount
21.	Aluminium Grill above cash cabin	46.48	Each		

		Total ( Rs.)	
		GST (Rs.)	
		Total (Rs.)	

1. I/We agree to supply the above mentioned items in accordance with technical specification for a total contract price of RS..... (in words Rupees.....) including Transportation & labour charges (for shifting of existing furniture items ) etc. within 10 days of the issue of supply order.

1. I/We also agree and abide with the terms and conditions stipulated in the bid document.

(Signature of Bidder with Seal)

Name:

Designation:

Date:

Address:

Contact No.: