

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

NOTICE/ACCOUNTS/2024-25/001

Date : 21.10.2024

Notice Inviting Quotation for Procurement of furniture

Jharkhand Rajya Gramin Bank, Head office, Ranchi, invites sealed quotations from bonafide registered supplier /firm for procurement of furniture items (15 Nos Computer desks partition & Main door cabin) as per lay out plan and detailed specification mentioned in Annexure II , by using the existing furniture items at our office Address as under::

Jharkhand Rajya Gramin Bank; C-Edge Centre ,2nd floor,Ranchi Branch Premises, Near Over bridge, Ranchi

The aforesaid furniture items has to be supplied/ installed at 4th floor of our Head Office, at **Zila Parisad, Market Complex, Kuchery Chowk, Ranchi**

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 is Rs..2,24,982/-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 tender section from 21.10.2024 to 01.11.2024**

Technical & Financial documents sealed in separate covers must be delivered to the **Accounts department at Head Office, Zila Parisad, Market Complex, Kuchery Chowk, Ranchi** up to 01.11.2024 till 4.00PM. All sealed quotations received till then will be opened on 02.11.2024, in our Head office at 11.00 A.M . 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/-

GENERAL MANAGER

Terms & Conditions

01. Delivery Place:

Bidder will supply and deliver the furniture items in requisite number at **the Head Office, Zila Parishad Marketing Complex, Kutcery Chowk ,Ranchi.** 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 column 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 vetted by 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/-

GENERAL MANAGER

PROFORMA FOR TECHNICAL BID (PART - I)

Annexure : I

	Particulars	To be filled in by the 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

Name of the Firm/Agency/Supplier: _____

SI.N o.	Description of Item	Qty	Unit	Rate	Amount
1	Providing and fixing of workstation of size 4'x 2' x 2.5' made by 19 mm thick ply wood of ISI mark with 1 mm laminates from outer side and .8 mm laminates from inner side as per the design and colour approved by the authorised person of Jharkhand Gramin Bank. It includes 2Nos. of fixed Drawer of size 18' X 2' with proper lock and all hardware for two persons.	14.00	Nos		
2	Providing and fixing of workstation of size 6'x 2'x 2.5' and counter of Size 6' X 2' made by 19 mm thick ply wood of ISI mark with 1 mm laminates from outer side and .8 mm laminates from inner side as per the design and colour approved by the authorised person of Jharkhand Gramin Bank. It includes 2 Nos. of fixedDrawer of size 18' X 2' with proper lock and all hardware.	1.00	Sq.Ft		
3	Main Door for Cabin made up of Block Board of Size 7' X 3' laminated from both side including all hardware and fittings.	21.00	Sq. ft		
4	Partition made by 6 mm ply fixed from both sides on 2'X 2' aluminum frame laminated from both sides and glass fitted with hardware and film.	407.64	Sq.Ft		
5	Shifting of existing furniture from Ranchi Main Branch to Heaad office Ranchi including transportation & labour charges		L.S		
		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.

2. 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.: