

ANDAMAN & NICOBAR STATE CO-OP. BANK LTD.

HEAD OFFICE, SRI VIJAYA PURAM

QUOTATION NOTICE

Ref No.: StCB/TC/MB/Interior/2026-27/77 Date: 05/10/2026

Sealed quotations are invited from experienced Contractors/Firm/ MSME Registered furniture shops dealing with furniture making works for the **Fabrication, Supply and Installation of Wooden Counters and other Wooden Office Furniture at A&N State Cooperative Bank Ltd., Mayabunder Branch**, in accordance with the drawings, specifications and scope of work provided by the Bank on receipt of application for issue, duly supported by relevant documents like Copy of enlistment order/ MSME Registration, PAN , GST Registration etc..

Completion Period: 60 (Sixty) days from the date of issue of Work Order.

Rate validity: The Quotations must remain open for acceptance for a period of **45(Forty Five) Days** from the date of opening of Bid.

Terms & Conditions:

1. The quotation shall be submitted in a sealed cover along with an Earnest Money Deposit (EMD) of **Rs.10,000/- (Rupees Ten Thousand only)** in the form of Call Deposit Receipt/Demand Draft/Banker's Cheque/ Fixed Deposit Receipt (FDR) drawn in favour of the Managing Director, A&N State Cooperative Bank Ltd., payable at Sri Vijaya Puram and shall be dropped in the Quotation Box kept in the Office of the Undersigned on or before **21/10/2026 upto 3:00PM**. Bids received after the prescribed date & time shall not be considered. The bids shall be opened on the same day on **21/10/2026 at 3:30PM** in the presence of the Bidders/ their authorized representative who wish to remain present.
2. Quotations received without the prescribed EMD shall be summarily rejected.
3. The quoted rates shall be inclusive of all materials, labour, transportation, fitting, installation, taxes and all incidental charges required for complete execution of the work.
4. The work shall be carried out strictly within the Bank premises during Bank working hours ensuring safety of both Staffs & Customers and in accordance with the instructions of the Branch Manager and Technical Cell. The contractor shall ensure that normal banking operations are not disrupted during execution of the work.
5. The EMD of the successful bidder shall be retained by the Bank until submission of the prescribed Performance Guarantee. The successful bidder shall submit the Performance Guarantee within **07 (Seven) days** from the date of issue of the **Letter of Acceptance (LOA)**. In the event of failure to submit the Performance Guarantee within the prescribed period, the EMD of the successful bidder shall stand forfeited.
6. The successful bidder shall submit a **Performance Guarantee equivalent to 5%** of the accepted contract value in the form of Call Deposit Receipt /Demand Draft/Banker's Cheque/ Fixed Deposit Receipt (FDR) drawn in favour of the Managing Director, A&N State Cooperative Bank Ltd., payable at Sri Vijaya Puram, valid for a period of **03 (Three) months**. Upon receipt of the Performance Guarantee, the Work Order will be issued. If the contractor fails to commence the work within **15 (Fifteen) days** from the date of issue of the Work Order, the Performance Guarantee shall stand forfeited.
7. The Successful Bidder has to sign & execute the Formal Contract Agreement with the Bank within 10 (Ten) days from the date of issue of Work Order. Upon Completion of all formalities including signing of Formal Contract Agreement, the EMD shall be released.
8. A Security Deposit equivalent to **10% (Ten Percent)** of the bill amount shall be deducted from the contractor's bill and retained by the Bank for a **Defect Liability Period of 12 (Twelve) months** from the date of actual completion of the work. The Performance Guarantee (PG) shall be released upon successful completion of the entire work.
9. During the Defect Liability Period, the contractor shall rectify, at his own cost, any defect in materials, workmanship or fittings within the time specified by the Bank. In the event of failure to carry out the rectification within the stipulated time, the Bank shall be at liberty to get the rectification work executed through any other agency at the risk and cost of the contractor, and the expenditure incurred shall be recovered from the Security Deposit.
10. The contractor shall complete the work within the stipulated period of **60 (Sixty) days**. In the event of failure to complete the work within the prescribed period, without extension of time approved by the Competent Authority on valid grounds, the Bank shall have the liberty to impose **Compensation for Delay**, subject to a maximum of **10% (Ten Percent)** of the accepted contract value, to be calculated **@ 1.5% per month** of delay to be computed on perday basis. The amount of compensation so imposed shall be recovered from the contractor's bill, Security Deposit and/or Performance Guarantee, as deemed appropriate by the Bank, without prejudice to any other action deemed appropriate by the Bank.
11. The Bank reserves the right to accept or reject any or all quotations without assigning any reason whatsoever, and the decision of the Bank shall be final and binding on all bidders.

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Managing Director

Schedule of Quantities

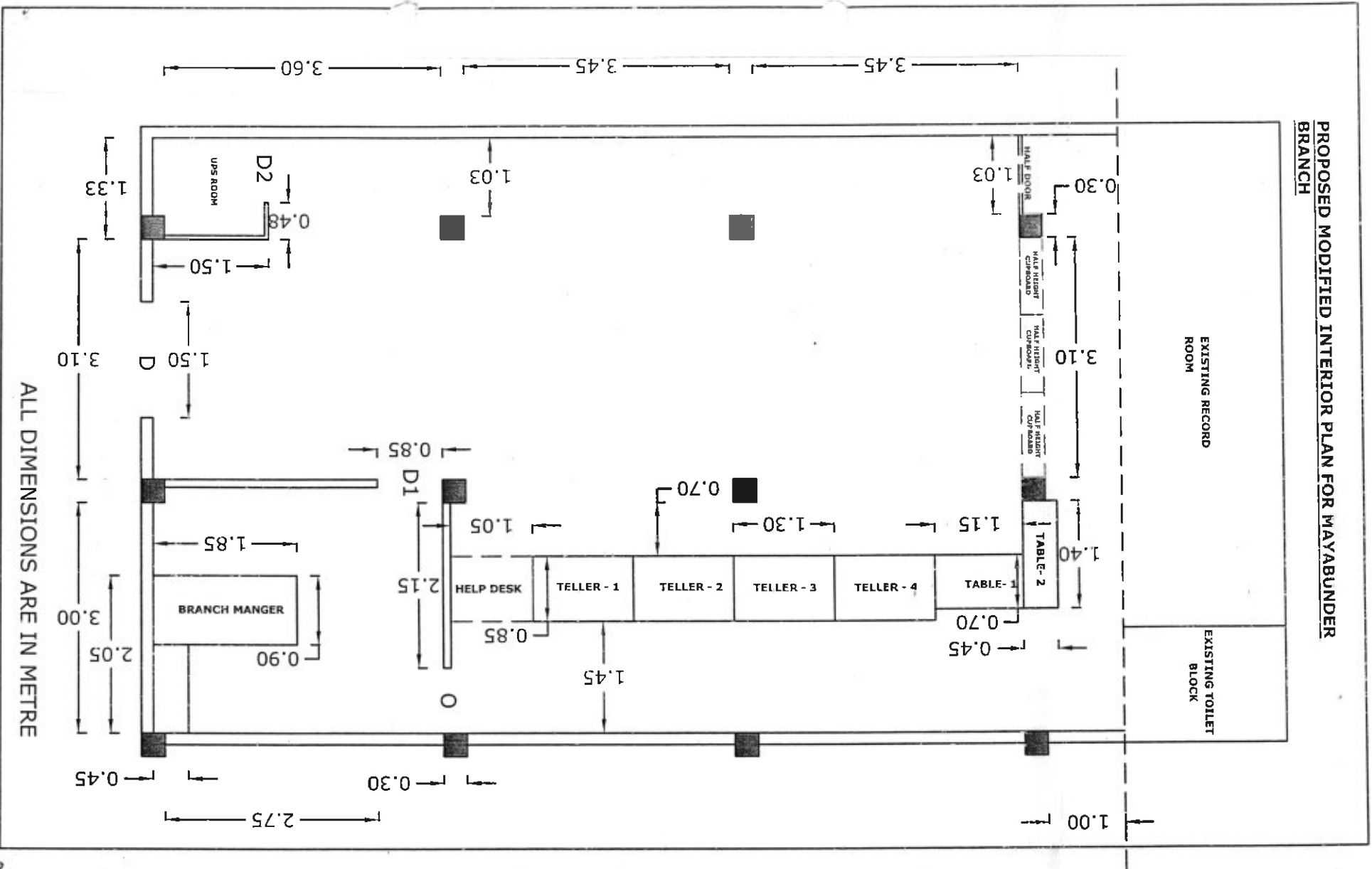
Name of Work: Providing & installing new counters, Office tables & UPS Room of Mayabundar Branch

Sl.No.	Description of Work	Quantity	Unit	Rate (Rs)	Rate in Words	Amount
1	Counter work (Single window counter) Providing & placing in position Counter Table of :Size -length 1.30mX width 0.85m X height 0.75m made using 19mm thick Marine Grade `Plywood confirming to IS:710 BWP including pasting of laminates 1.0 mm thick of approved colour on all exposed area and painting of all inner surface with synthetic enamel paint of approved colour over a coat of putty & primer etc. complete including locking arrangements(make-Godrej or equivalent), drawer handles(Steel), channels for drawer(make-Godrej or equivalent), hinges etc. as required .The table includes 2 nos. drawers & a foot rest with 12mm thick plain glass arrangements fixed at three sides of the table including cutting & polishing the glass as per direction of Engineer -in-charge etc. complete	4	Nos.			
2.	Branch Manager Table: Providing & placing in position Branch Manager Table of size-length 1.85m X width 0.9 m X height 0.75m along with side table of size -length 1.15X width 0.45mX height 0.75m made using 19mm thick Marine Grade Plywood confirming to IS:710 BWP including pasting of laminates 1.0 mm thick of approved colour on all exposed area and painting of all inner surface with synthetic enamel paint of approved colour over a coat of putty & primer etc. complete including locking arrangements(make-Godrej or equivalent), drawer & cupboards handles (Steel), channels for drawer(make- Godrej or equivalent), hinges etc as required . The Manager table comprises of 01 no. drawers & 01 no. cupboard with a footrest and the side table comprises of 02 nos. drawers & 02 nos. cupboards as per direction of Engineer-in-charge.	1	No.			

3	Providing & placing in position continuous cupboard of size- height 1.2m X width 0.3mX length 3.1m with partitions in interval of 1mtr including shelves & shutters using 19mm thick Marine Grade Plywood confirming to IS:710 BWP including pasting of laminates 1.0 mm thick of approved colour on all exposed area and painting of all inner surface with synthetic enamel paint of approved colour over a coat of putty & primer etc. complete including locking arrangements(make- Godrej or equivalent), handles(steel), hinges etc as required. The cupboards shall be fixed and supported as per direction of Engineer-in-charge.	3.1	Rmt.			
4	Providing & making of UPS Room using anodised aluminium sections & channels , 6 mm thick plain glass and particle board. Area below sill level closed using particle board and above sill level using 6 mm thick plain glass etc. complete	4.15	Sqm			
5	Providing and fixing glass door(D2) for UPS Room using anodised aluminium sections & channels , 6 mm thick plain glass and particle board. Area below sill level closed using particle board and above sill level using 6 mm thick plain glass with all fittings including door closer (make- Godrej or equivalent), locking arrangements (make- Godrej or equivalent), hinges , door handles etc. complete	1.78	Sqm			
6	Help Desk: Providing & placing in position help Desk of size- length 1.05m X width 0.85 m X height 0.75m with bottom shelf with partition made using 19mm thick Marine Grade Plywood confirming to IS:710 BWP including pasting of laminates 1.0 mm thick of approved colour on all exposed area and painting of all inner surface with synthetic enamel paint of approved colour over a coat of putty & primer etc. complete as per direction of Engineer -in-charge.	1	Nos.			
7	Office Table-1: Providing & placing in position Office Table of size- length 1.15m X width 0.7 m X height 0.75m with bottom shelf with partition made using 19mm thick Marine Grade plywood confirming to IS:710 BWP including pasting of laminates 1.0 mm thick of approved colour on all exposed area and painting of all inner surface with synthetic enamel paint of	1	Nos.			

	approved colour over a coat of putty & primer etc. complete as per direction of Engineer -in-charge.					
8	Office Table-2: Providing & placing in position office Table2 of size- length 1.4m X width 0.7 m X height 0.75m with 2nos. drawers made using 19mm thick Marine Grade Plywood confirming to IS:710 BWP including pasting of laminates 1.0 mm thick of approved colour on all exposed area and painting of all inner surface with synthetic enamel paint of approved colour over a coat of putty & primer etc. complete including locking arrangements(make- Godrej or equivalent), handles (steel), channels for drawer (Make-Godrej or equivalent)etc. complete as per direction of Engineer -in-charge	1	Nos.			
9	Providing and fixing Half Gate of size -length 1.03m X height 1.2m using 19mm thick Marine Grade plywood confirming to IS:710 BWP including pasting of laminates 1.0 mm thick of approved colour on all exposed area with locking arrangements , hinges etc complete as per direction of Engineer -in-charge	1.23	Sqm			
10	Dismantling of existing damaged counters of the Branch including other damaged wooden fixtures with due precautions & disposing off the same to a lead of 5Km.	1	Job			
		TOTAL				

PROPOSED MODIFIED INTERIOR PLAN FOR MAYABUNDER BRANCH



ALL DIMENSIONS ARE IN METRE

