

JHARKHAND GRAMIN BANK
REGIONAL OFFICE, HAZARIBAGH

NOTICE NO. JGB/RO-V/ACCT/2025-26/119

Date :19.11.2025

Notice for Inviting Quotation for Procurement of furniture work at Shila Branch

Jharkhand Gramin Bank, Regional Office, Hazaribagh invites sealed quotations from bonafide registered supplier/firm for procurement of furniture items(BM Cabin, BM Table, Cash counters, General counters & others) as per layout plan and detailed specification mentioned in Annexure-II, at our new proposed premises of Shila Branch (Chatra district), details of premises is as under- Mrs. Lalita Devi, W/o Late Wakil Mahto, At- Near Shiv Mandir, Ichak Nawatand, Shila, Dist-Chatra, Jarkhand, PIN- 825103.

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 Shila Branch is Rs. 2,30,373/- approx. excluding GST (including all taxes/transportation and labour charges).

Intending eligible firm may download quotation/bid document from tender section of our Bank's website -jrgbank.bank.in from 19.11.2025 to 29.11.2025 till 4.00 PM.

Technical & Financial documents sealed in separate covers must be delivered to the Accounts Department at Regional Office, Jharkhand Gramin Bank, Babugaon Chowk, Korra, Hazaribagh **upto 29.11.2025 till 4.00 PM**. 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
Jharkhand Gramin Bank
RO, Hazaribagh

Terms & Conditions

01. Delivery Place:

Bidder will supply and deliver the furniture items in requisite number at Jharkhand Gramin Bank, Shila Branch at- Near Shiv Mandir, Ichak Nawatand, Shila, Dist-Chatra, Jarkhand, PIN-825103 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 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. Credentiality 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 Jharkhand Gramin 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. (i) **Tender Fee of Rs. 2000/- in form of DD favouring "Jharkhand Gramin Bank" to be deposited separately with tender documents.**
- (ii) **The L-1 vendor selected have to deposit performance guarantee amount (5% of invoice price) in form of (a) discharged Fixed Deposit of Jharkhand Gramin Bank for one year or (b) Bank Guarantee in favour of Jharkhand Gramin Bank for one year.**

07. Award of Contract:

The Jharkhand Gramin 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.

08. Other Terms & Conditions:

a) Jharkhand Gramin 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.

REGIONAL MANAGER
Jharkhand Gramin Bank
RO, Hazaribagh

PROFORMA FOR TECHNICAL BID (PART-I)

Sl.	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 :

Signature of the Bidder with Office Seal

Place :

PROFORMA FOR FINANCIAL BID (Part-II)

Name of the Firm/Agency/Supplier: _____

Sl.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Half HEIGHT PARTITIONS PARTLY paneled AND PARTLLY GLAZED- BM CABIN (4'-6" Ht.)- Providing and fixing double skin full height partly glazed partition made out of aluminium hollow section of 50X25X1.5 mm as internal framed structure spaced not more than 600mm. c/c both ways, double skin partition fixed to aluminium frame made of 6mm. thk. Approved ply(IS:303), finished both side with approved laminate with 1.0 mm. thickness including the glazing part made with 06 mm thick clear glass of Modi/saint go bin with etching film in the partition as per drawing size including supply and fixing of hardware all complete with as per drawing.	SFT	82.12		
2.	Branch MANAGER TABLE- Providing & erecting in position free standing table made of 19 mm plywood (IS:303) for sides, top & panel, finished with 1.0mm laminate & inside surfaces finished with 0.7 mm liner laminate. Drawer cum cabinet unit of approx. over all size of 400x600x725mm.(h) of 19mm. thk. plywood. The unit shall comprise of 1 drawer, 1 cabinet with approved shade with telescopic drawer slides. The drawer & cabinet unit shall be finished with 1.0mm laminate & inside surfaces finished with 0.70 mm liner laminate. The quoted price should include cost of teak wood moulding/laminate to edges, wood lipping, multi locks of Godrej/ ebco make & other necessary hardware accessories including SS handles, pvc wire manager, key board tray, CPU trolley, foot rest etc. of approved quality. All the ply edges should be lipped & finished with laminate. The rate also include the cost of hardware like hinges, tower bolts, handles, magnets, wire manager etc. Size : 6'0" X 3'0" Including 12 mm clear float glass at top with edge polishing.	EACH	1.00		
3	BACK STORAGE (4'-6" HEIGHT) CABINETS in B.M. Chamber- Providing and fixing Sides to rage unit of 1'-6" depth or width as mentioned in the drawing made with Front shutter of 19mm thk ply and horizontal and vertical rack with 19 mm thk. Board of approved make all complete with necessary hardware, locking arrangement, handle. There shall be horizontal self. All exposed surface should be finished with 1.0 mm thk. laminate of approved make and shade and internal surface should be paint and polished as per drawing and direction. There shall be provision of horizontal and vertical rack inside the alcove as per design.	SFT	37.12		
4	FULL HEIGHT PARTITIONS PARTLY paneled AND PARTLLY GLAZED- CASH CABIN SIDE WALL with DOOR- (7'-0" ht.) Providing and fixing double skin full height partly glazed partition made out of aluminium hollow section of 50X25X1.5 mm as internal framed structures paced not more than 600 mm. c/c both ways, double skin partition fixed to aluminium frame made of 6mm. thk. Approved ply(IS:303), finished both side with approved laminate with 1.0mm. thickness including the glazing part made with 06 mm thick clear glass of Modi/saint go bin with etching film in the partition as per drawing size including supply and fixing of hardware all complete with as per drawing.	SFT	64.0		
5	CASH COUNTER- Providing and fixing cash counter in two tier with 2'-6" wide working counter a 8'-6" height and 1'-0" wide service counter a 3'-6" height made with 19mm thk board of approved make finished with 1.0mm thick laminate of approved make and shade including the supply and fixing of slid in telescopic key board of EBCO/Efficient Gadgets, 3 nos drawer with lock of godrej make, foot rest, CPU stand with the provision of hole for wire. The inner side of the counter shall be painted with minimum 2 coats of premium 1 st quality paint as per drawing and instructions of the Architect/ Bank.	RFT	6.00		
6	GENERAL COUNTER- (9'-0" long, 4'-6" ht.) Providing and fixing double skin low height partly glazed partition made out of aluminum hollow section of 50X25X1.5mm as internal framed structures paced not more than 600 mm. c/c both ways, double skin partition fixed to aluminum frame made of 6mm.thk. approved ply (IS:303), finished both side with approved laminate with 1.0 mm. thickness including the glazing part made with 12 mm thick clear glass of Modi/ saint gobin with etching film in the partition as per drawing size including supply and fixing of hard ware all complete with .3.0 NOs. Drawer cum cabinet unit of approx. overall size of 400x600x725mm. (h) of 19 mm. thk. plywood. The unit shall comprise of 3.0 drawer, 3.0 cabinet with approved Shade with telescopic drawer slides. The drawer & cabinet unit shall be finished with 1.0mm laminate & inside surfaces finished with 0.70mm liner laminate The quoted price should include cost of teak wood moulding /laminate to edges, wood lipping, multi locks of Godrej/ebco make & other necessary hard ware accessories including SS handles, pvc wire manager, key board tray, CPU trolley, foot rest etc. of approved quality. All the ply edges should be lipped & finished with laminate. The rate also include the cost of hard wares like hinges, tower bolts, handles, magnets, wire manager etc as per drawing.	SFT	56.25		

7	PARTITION WALL including wicket gate - (16'-0" long, 4'-6" ht.) Providing and fixing double skin full height partly glazed partition made out of aluminium hollow section of 50X25X1.5 mm as internal framed structure spaced not more than 600 mm, c/c both ways, double skin partition fixed to aluminium frame made of 6mm. thk. approved ply(15:303), finished both side with approved laminate with 1.0 mm. thickness including the glazing part made with 06 mm thick clear glass of Modi/saint gopin with etching film in the partition as per drawing size including supply and fixing of hardware all complete with as per drawing	SFT	72.0		
8	DOOR CLOSURE- Providing and fixing Door Closures for door. The work to be completed as per specification and design.	EACH	1.00		
9	MORTISE LOCK- Providing and fixing Mortise Lock for door. The work to be completed as per specification and design.	EACH	1.00		
10	NOTICE BOARD- Providing and fixing notice board of size 4'0"x3'0". Complete as per drawings and instructions of the Architect/Bank.	EACH	1.00		
11	WRITING DESK- Providing and fixing writing desk of size(4'-0"x1') made with 19 mm thk. block board with partition for leaflet as per drawings and instructions of the Architect/Bank.	EACH	1.00		
12	SUGGESTION BOX / CHEQUE DROP BOX- Providing & fixing box made up 19 mm. thk. ply wood frame work, 6/12 mm. thk. plywood back as required as per design. Good quality black board shutters should be fixed on brass hinge should be finished with 1.0 mm. thk. laminate from external side & oil paint to non laminated surfaces. All exposed edges of plywood should have lipping pattern it. Lipping patti should be finished with French polish on it. The cost should include necessary handles, magnetic catches, Godrej make locks etc. complete as per design.	EACH	2.00		
13	ALUMINIUM GRILL ABOVE CASH CABIN- Providing and fixing in position ready made anodized aluminum grill of 3"x3" size approved design and quality over cash work station fixed with Malaysian salwood framework of approved shape, all complete as directed.	EACH	48.00		
14	S/F/F Rolling shutter in chest with push & pull operation property fabricated with 80X1.22 mm M.S. lathes of white sheet, machine rolled and inner locked together through their length and joined together at ends by end brackets made to size from 3mm M.S. sheet, guide channels made of 12mm gauge sheet and 16/62 size from SKF. NBC-Or equivalent bearings, one piece lock plate with special 2Nos. 7 lever brass lock with plate with special 2nos. 7 lever brass locks with in side and outside locking arrangements including cost of coiled type springs, stoppers, priming coat greasing and taxes all complete as per building specification and direction of E/I.	SFT	32.0		
15	Prov. 2-coat enamel painting over Rolling shutter----do---E/O	SFT	80.0		
	TOTAL AMOUNT				
	ADD GST @ 9%				
	ADD SGST @ 9%				
	GRAND TOTAL				
	AMOUNT				

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:

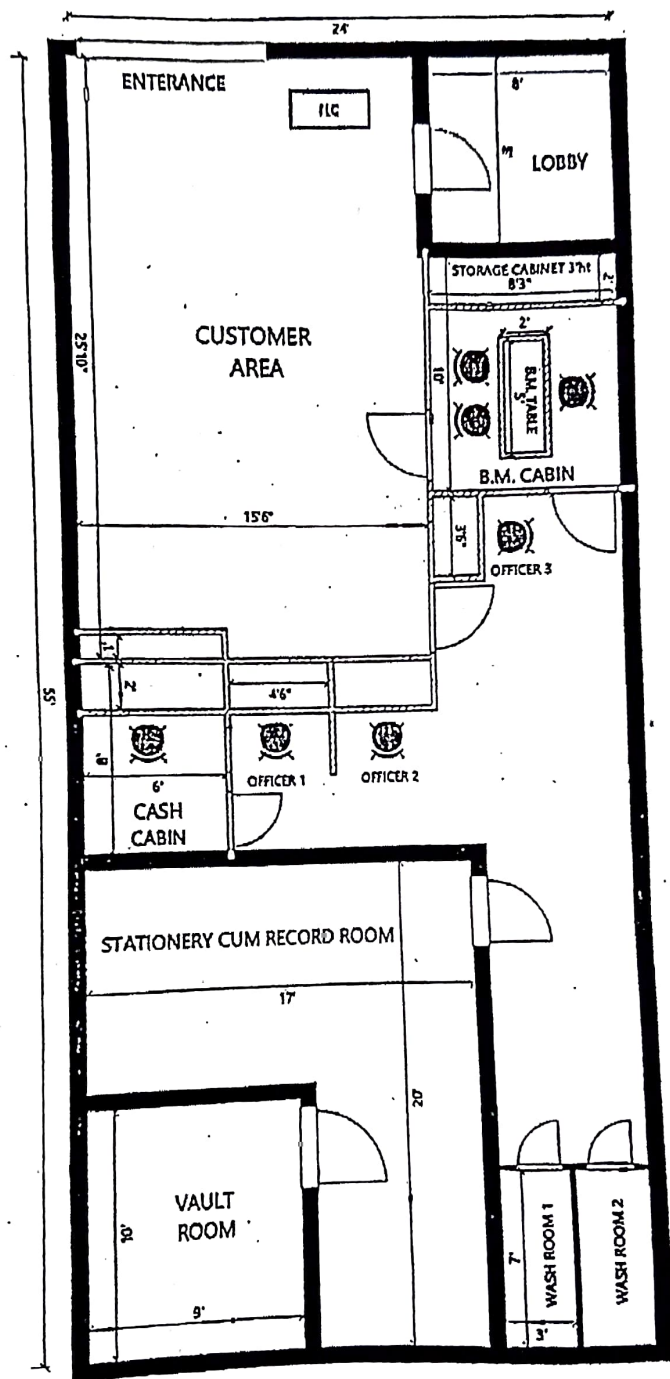
Address:

Contact No.:

Date:



PROPOSED LAYOUT FOR SHILA BRANCH



WOOD WORK AREA



झारखण्ड का अपना बैंक

Jharkhand Rajya Gramin Bank
Head Office, Ranchi

**LIST OF APPROVED MATERIAL MAKE FOR FURNISHING WORKS
AT SHILA BRANCH**

INTERIOR FURNISHING MATERIALS

1	BLOCK BOARD	GREEN/CENTURY/DURO/ARCHID/MAYUR
2	PLY BOARD	GREEN/CENTURY/DURO/ARCHID/MAYUR
3	LAMINATE	GREEN/AICA SUNMICA/ARCHID/CENTURY/MERINO
4	FALSE CEILING	SAINT GOBAIN/USG BORAL/ARMSTRONG
5	FLOAT GLASS	MODIGUARD/SAINT GOBAIN/AIS/GOLD PLUS
6	DOOR CLOSER/FLOOR SPRING	HARDWYN/GODREJ/AMAR/SAINT GOBAIN
7	DRAWER AND KEYBOARD SLIDE	EBCO (TELOSCOPIC)/GODREJ
8	GLUE FOR FIXING	FEVICOL/MAHACOL/JIVANJOR
9	MORTICE LATCH & LOCK	GODREJ/LINK
10	ALUMINIUM SECTIONS	JINDAL/INDAL/HINDALCO/EQUIVALENT
11	EMULSION PAINT/PLASTIC PAINT/DISTEMPER	NEROLAC/ICI/BERGER/ASIAN
12	VERTICLE/HORIZONTAL/ROLLER BLINDS	VISTA/MARVEL/SHIVAM BLIND