



**INDIAN BANK
ZONAL OFFICE - CHINSURAH**

NOTICE INVITING QUOTATION

Indian Bank, Zonal Office Chinsurah invites competitive sealed quotations in the prescribed format on item rate basis from experienced contractors empanelled in Interior Furnishing & Electrical Work with Indian Bank or in at least two Public Sector Banks for proposed Interior Furnishing, Electrical Works and Data Cabling Works for existing Premises of LAXMIGANJ BAZAR Branch, situated at LAXMIGANJ BAZAR CHANDANNAGAR, DIST HOOGHLY, PIN- 712136.

The quotation documents may be downloaded from the Banks web site (www.indianbank.in) under Tender Column or may be obtained from Premises & Expenditure Department, Zonal Office, Senco Building, 2nd Floor, Bali More, Bandel, Dist- Hooghly 712103, West Bengal, as per following schedule:

1	Name of work	Interior Furnishing, Electrical Work & Data Cabling Work for Existing Premises of LAXMIGANJ BAZAR Branch situated at Laxmiganj Bazar Chandannagar, Dist Hooghly, pin- 712136.
2	Estimated cost of work	Rs.7.98 Lakhs
3	Period of completion	30 days to be reckoned from 5 TH day from the date of issue of the Work Order or handing over of site whichever is later
4	Validity of Quotation	90 Days from the date of opening
5	Defects Liability Period	12 Months from the date of virtual completion of work
6	Cost of Tender Document	Rs. 1000.00- in favour of Indian Bank in form of Demand Draft(original document are to be submitted in the tender process (Non-refundable)
6	Retention Money (RM)	10% of the Bill Amount excluding Taxes The Retention Money will be refunded after 15 days of expiry of defect liability period.
	Initial Security Deposit (ISD)	After acceptance of Work Order, Contractor shall submit ISD of 2% of the Bid /Contract Amount in the form of DD. ISD Amount will be refunded to Contractor within 14 days from the issue of Work Completion Certificate by the Architect.
7	Payment terms	Payment will be made on satisfactory completion of the job on the basis of actual measurements. Income tax will be deducted as per the rules. Retention money of 10% will be deducted from the bill excluding taxes and to be released after 15 days of expiry of defect liability period (12 months from the date of virtual completion) provided no defects is observed during this period.
8	Documents to be attached with the Bill	Managers Completion Certificate, Bills & Photographs showing completion status of work



9	Liquidated Damages	1% per week of the Contract Value subject to maximum total of 10% of final Contract value
10	Eligibility	1. The firm must be empanelled with Indian Bank or in at least two Public Sector Banks for both Interior, Furnishing & Electrical Works (Firms empanelled only for Interior Furnishing or only Electrical Work are not eligible) Empanelment letter must be enclosed 2. Should have minimum 5 years' experience in similar type of works (Proof to be attached)
11	Quotation Documents	Quotation documents can be downloaded from the Bank's website (www.indianbank.in) under Tender Column or can be obtained from Indian Bank, Zonal Office, Senco Building, 2 nd Floor, Bali More, Bandel, Dist-Hooghly 712103 from 22.06.2026 to 07.07.2026 till 15:00 HRS on all working days during office hours.
12	Last date of submission of Quotation	07.07.2026 upto 15:00 HRS at Indian Bank, Zonal Office, Senco Building, 2 nd Floor, Bali More, Bandel, Dist-Hooghly 712103
13	Date of opening Quotation	07.07.2026 at 16:30 HRS at Indian Bank, Zonal Office, Senco Building, 2 nd Floor, Bali More, Bandel, Dist-Hooghly 712103
14	Terms and conditions	As per Annexure-II

Note:

1. The Bank will not be bound to accept the lowest quotation and reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever. Late / delayed quotation shall not be accepted after due date and time of submission of quotation.
2. The rates quoted by the firm shall be based only on the specifications and conditions of the Schedule of Quantities (SOQ)
3. Bank is not liable to make any payment to the firm for preparation to submit the quotation.

The duly filled in offer completed in all respect in sealed cover marked and super scribing "Interior Furnishing, Electrical and Data Cabling Work for new Premises of LAXMIGANJ BAZAR Branch" on top and name, address, contact no. & e-mail id of the vendor/contractor at bottom left corner should be addressed to

The Zonal Manager

Indian Bank, Zonal Office: Chinsurah, Senco Building, 2nd Floor, Bali More, Bandel, Dist-Hooghly 712103, West Bengal

Date : 18.06.2026

Place : Chinsurah



 (ZONAL MANAGER)