

HOOGHLY DISTRICT CENTRAL CO-OPERATIVE BANK LTD.



Netaji Subhas Road : P.O. Chinsurah
Dist. Hooghly : Pin - 712 101
Phone : (033) 2680 2949 / 9131 / 2408
/ 6573 / 9303 (FAX)
E-mail : hooghlydccb@gmail.com

Memo.No.:773/Est-44/2025-26

Date.:02.07.2025

NOTICE INVITING QUOTATIONS

As per the decision of the Administrative Committee dated 26.06.2025 and with the approval of the Special Officer of Hooghly District Central Co-operative Bank Ltd., the Chief Executive Officer hereby invites sealed rate quotations for each of the following works under the two-cover system, to be submitted on or before 10.07.2025.

Pre-qualification documents in a separate sealed cover comprising of technical document and the financial Bid document with Bill of Quantity in another sealed cover are to be submitted by the eligible contractors viz. Contractors registered in appropriate class with PWD/ MES/ NHAI/Railways/ Arambagh Block Development Office and bonafide outsiders who satisfy the terms and conditions set out in pre-qualification document.

Sl No	Name of the Work	Estimated Cost	Amount Put to Quotation (Rs.)	Cost of bidding document	Security Money (Rs.)10%	Completion Time
1.	SOME RENOVATIONS, REPAIRING, ADDITION /ALTERATION WORK RELATING TO THE EXISTING BUILDING OF HDCCB LTD. AT ARAMBAGH, HOOGHLY. as per Annexure II	98,721.00	98,721.00	Nil	10,000.00	1 MONTH

Intending bidders may drop Quotation documents from 02.07.2025 to 10/07/2025 Hours 2:30 PM The pre-qualification and bid documents duly filled in all respect should be dropped at Tender Box which will be kept at HOOGHLY DISTRICT CENTRAL CO-OPERATIVE BANK LTD. Head Office, Netaji Subhas Road: P.O. Chinsurah Dist. Hooghly: Pin – 712 101.

Bank does not take any responsibility for the delay caused due to non-availability of communication or traffic jam etc. during Offline line bidding.

INSTRUCTION TO THE INTENDING QUOTATIONERS

1. Please Quote your Rate(composite) on percentage basis (Less/At Par/Above) at appropriate places in the prescribe format.
2. Please enclose valid up-to-date copies of requisite tax clearance certificates such as IT/P.TAX/PAN etc and Trade License from appropriate authorities. In case of non- inclusion of the same, please enclose the copies of relevant orders in that effect. All the documents in proof of their eligibility IN ORIGINAL need to be produced as and when asked and required.
3. Please note that, Completion Certificate within the last 3 financial years or work order from HOOGHLY DISTRICT CENTRAL CO- OPERATIVE BANK LTD will only be entertained as CREDENTIAL.
4. Bids from joint venture are not allowed,
5. Bid shall be duly signed by a person or persons duly authorized to sign on behalf of the Bidder,
6. Quotation will be of two separate parts, Part-I will be for "Technical Bid" containing mainly pre-qualification documents and Part-II "Financial Bid."



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A) STATUTORY

Part-I "Technical Bid" will contain the following documents as mentioned below.

Part-II: BOQ

"Financial Bid" will contain the following documents and should be: a) Properly filled up Bill of Quantity (BOQ) containing offer on the basis of percentage (Less/At Par/ Above} as space provided in the format.

B) NON-STATUTORY

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	Valid Trade License from Appropriate Authorities 2025-26. PAN. GST P Tax (Challan) (2024-25) Last 3 years IT Receipt.
B.	Credential	Credential – 1	Similar nature of work done within last 3 financial years or Work order from this Bank. AS PER Annexure-I
C.	Declaration	Declaration - 1	Authorized address and contact details of the bidder having the following information to be submitted in letter head:- Address of communication, Telephone No(s) of Office, Mobile No, Facsimile (FAX) No, Electronic Mail Identification (E-mail ID)

OPENING AND RECEIVING OF QUOTATION:

The Quotation will be opened on **10th July, 2025 at 3.00p.m.** at Head Office of the Bank, if not declare as holiday/Lockdown, otherwise on next working day at 11.00 a.m. Intending Quotationers may remain present during opening of bids. Vendor's representation is solicited.

The successful bidder will be requested to submit hard copies of the Quotation documents to the undersigned. Only "Financial Bid" of the participated- Quotationers will be opened, if they qualify in "Technical Bid". Otherwise, the financial bid shall be considered as informal.

In case, the last date of Opening of Quotation happens to be a holiday, or for any unforeseen reason the Quotation cannot be opened, as the case may be, the Quotations shall be opened on the next working day at the same hour of the day and at the same venue.

The financial bid document of the technically qualified bidders will be opened for evaluation and the other bid documents will be unopened, no individual intimation will be given separately. Name of the qualified bidders will be displayed in the office notice board.



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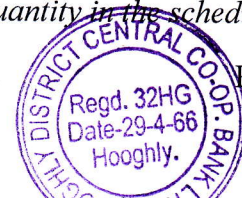


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The Bank. reserves the right to reject or cancel any or all pre- qualification documents and bid document without assigning any reason whatsoever.

TERMS AND CONDITIONS:

1. *Before submission of the Quotation, the intending Quotationers must visit the work site to judge the local condition from all corners and should thoroughly acquaintance himself with the proposed work and should take into consideration the difficulties that are likely to be involved in the execution of the work. No plea/complain about the work site and claim what so ever will be entertained afterwards for communication difficulties, climatic condition, non-availability of materials, labour etc. It will be presumed that the agency offered the Quotation after reviewing entire position of the work site.*
2. *Intending bidders may obtain detailed information about General & detailed technical information, specification, other conditions, procedure guidelines etc. and other Terms & Conditions related with the work but not incorporated in this Quotation, in any, from empaneled engineer Sri Madhu Managal Ata (M:9434058726) of Hooghly District Central Co-operative Bank Ltd on all working days during office hours.*
3. *While submitting rate, the intending Quotationer should keep in account that the rate so quoted should be inclusive of all taxes. Cess, levy, royalty and all other incidental charges related with the material and labour, plants and machineries, any other charges payable to other statutory bodies etc. weather it is inclusive in the price schedule or not. No extra payment over the scheduled items will be allowed.*
4. *Due to any reason, any bid being submitted after the Specified date and time will not be considered as valid and will automatically rejected as mention on Para-B.*
5. *The successful Quotationer shall be required to execute formal agreement in duplicate within seven days from the date of receipt of letter of acceptance failing which his Quotation will automatically stand rejected. Earnest money deposit (E.M.D.) of ₹ 2000/- must be accompanied with the tender by way of money will be deposited at ARAMBAGH BRANCH as "EMD Deposit", must be enclosed with the tender and the same will be converted to Security Money deposited for the Successful Tenderer. Further ₹. 8,000/- will be retained from the gross value of the work done Bills of successful contractors towards Security deposit which will be refunded to him after expiry of the security period (12months) as per norms or after completion of works as directed by the authority.*
6. *The contractor shall not be allowed to sub-contract to any part or the works or whole of the works.*
7. *Successful Quotationers are to get his establishment registered under the Act "The Building and Others construction works welfare on Act 1996" and rules made there under. The Regional Labour Officers and follow various provision of the Act.*
8. *All risks or lose or damage to public property and or personal injury or death which arise during and in consequences of the performance of the contract are the full responsibility of the contractor.*
9. *The contractor shall be responsible for the safety of all activities on the site.
Anything of historical or other interest or of significant value unexpectedly discovered on the site shall be the property of the HOOGHLY DISTRICT CENTRAL CO-OPERATIVE BANK LTD. Arambagh Branch.*
10. *The contractor shall notify the Engineer-in- Charge of their project of such discoveries and came out of the interaction of Engineer-in-Charge for dealing with them.*
11. *The contractor should have sufficient technical manpower, tools and plants to complete the work.*
12. *To Keep the Work done in good conditions during the next 06 (Six) months after the completion of the construction i.e.: any additional/excess work is required over the stipulated quantity in the schedule,*



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the same will be treated as defect liability and the Contractor has to do the maintenance work at his own cost.

13. *No Mobilization Advance and Advance against purchase of equipments will be paid for the work.*
14. *No Secured Advance will be paid for the work under any circumstances.*
15. *No Price / Cost escalation over the rate specified in the price schedule will be allowed.*
16. *Income Tax and GST will be deducted from the Gross value of the Bill(s) @ 2% each towards tax deduction at source and building & other construction workers welfare Cess @ 1% from the gross value of the bill as per Govt. Rules.*
17. *The Undersigned shall be the sole judge as to whether the work has been satisfactorily completed or not.*
18. *The Quotationers should please note that no claims for compensation for loss or damage that it may be sustained by them due to reason beyond Control of the undersigned, will not be entertained and no such compensation for loss or losses will be paid to the Contractor.*
19. *Before starting the work, the work site must be dressed and cleared by cutting all sorts of jungle shrubs etc. for which no extra payment will be made.*
20. *Quotationers should note that the work must be started within five days from the date of issue of work order to commence work. The time of completion of the work as shown in the schedule must be maintained by the Quotationer in the Quotation form.*
21. *The work order will be issued subject to availabilities of fund and workable condition at the site of the work.*
22. *All works will have to be done according to specification approved by the authority. This shall form part of terms and conditions of Quotation and Quotationers shall be bound to abide by them.*
23. *All materials to be used in the works shall be the best of the kind and to be approved by the Engineer-In - Charge. Bricks shall be of 1st class quality, well burnt in kiln, sound, hard, true to shape and of the standard dimension. Cement shall be used of ISI marked like ACC / Ultra-Tech/J.S.W. / Lafarge - Concreto / Ramco/Birla Gold etc. quality. Steel shall be used of ISI marked like Tata / SAIL /J.S.W./ Elegant / Captain etc. quality. All sand shall be clean, sharp and free from clay, loam, organic or any other foreign materials. Sand for all cement concrete works must be Bishnupur quality. Medium sand may be used in cement mortar for masonry, plaster etc. Doors, windows etc shall be as per design and direction of the Engineer-in-Charge. All fitting shall be of the best quality of the type and must be to the prior approval of the Engineer-in-Charge. Paint used in the works shall be of the best quality of ready mixed paint of ISI marked like BERGER/ASIAN PAINTS etc. quality.*
24. *The work shall have to be completed within the stipulated time by maintaining actual specification and direction of Engineer in-Charge. If the work is not being completed within the stipulated time, penal action, as decided by the authority of Block will be imposed as per Standard Bidding Documents.*
25. *HOOGHLY DISTRICT CENTRAL CO-OPERATIVE BANK LTD. reserves the right to accept or reject any or all the Quotations without assigning any reason. The said authority will not be bound to accept the lowest Quotation.*
26. *Payment will be made from Head Office of HOOGHLY DISTRICT CENTRAL CO-OPERATIVE BANK LTD on following condition:*
 - i. *No advance will be entertained.*



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- ii. Paymant from Head Office of HDCCB will be made at most in three instalments in the following condition:

Percentage of Completion of Work	Percentage of Payment Allowed
100%	100%

27. In case of Departmental Supply of Materials, Tool & Plants, the relevant clause or rules of West Bengal Financial Rules as amended from time to time will be applicable and for any ambiguity/clarification' on an; corresponding part of schedule of Road Works/Building Works/ Sanitary & Plumbing Works / Electrical Works etc., P.W. Deptt. Govt. of West Bengal, Schedule sections will be taken into consideration and binding to the Quotationer and this decision of Block Development Officer, Arambagh Block Development Office will be final and bindings to all.
28. Contractors who have sound financial status and having experiences in timely completion of similar nature of work as mentioned above and also who have satisfactorily completed during the last three financial years at least three work of similar nature and having a credential as per Annexure -I of below noted table of the value of work for which application are invited or they/he should be satisfactorily executing currently at least one work of similar nature and having completed billing not less than 30% of the value of work for which the application is sought for. Authentic documents of experiences, resources and financial solvency in the shape of payment certificates of works already executed during the last years are to be produced in original at the time of application.

Annexure-I

Requirement of Credential against estimated cost:

Value of Work	Credential required
Upto 50 Lakh	100%
50 Lakh to 1 Crore	90%
Above 1 Crore	80%



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ANNEXURE II

Name Of the Work: ESTIMATE & COSTING FOR SOME RENOVATIONS, REPAIRING, ADDITION / ALTERATION WORK RELATING TO THE EXISTING BUILDING OF HDCCB LTD. AT ARAMBAGH, HOOGHLY.									
Sl.No.	Description of Item	No	Length (m)	Width (m)	Thickness (m)	Quantity	Rate (Rs)	unit per	Amount (Rs)
1	Stripping off worn out plaster and raking out joints of walls, ceiling etc. Up to any height and in any floor including removing rubbish within a lead of 75m as directed.								10.00
2	125 mm. thick brick work with 1st class bricks in cement mortar (1:4) in ground floor.					93.20	19 Sqmt.		1770.80
3	Ordinary Cement Concrete M15 (Mix 3:1.5:1) Cement concrete with graded stone chips (20 mm. size) excluding shuttering and reinforcement, if any, in ground floor. As per IS 456-2000: a) Pakur / Chandil Variety.					24.3	714 Sqm		17350.20
4	Reinforcement for reinforced concrete work in all sorts of structures including distribution bars, stirrups, binders etc. including supply of rods, initial straightening and removal of loose rust (if necessary), cutting to requisite length, hooking and bending to correct shape, placing in proper position and binding with 16 gauge black annealed wire at every intersection, complete as per drawing and direction. (a) For works in foundation, basement and upto roof of ground floor / upto 4m.					0.32	5,985.05 Cum.		1885.29
5	Hire and labour charges for shuttering with centring and necessary staging upto 4 m. using approved stout props and thick hard wood planks of approved thickness with required bracing for concrete slabs, beams, columns, lintels curved or straight including fitting, fixing and striking out after completion of works. (upto roof of ground floor). (a) 25 mm. to 30 mm. thick wooden shuttering as per decision & direction of Engineer-in-charge.					0.06	60003.00 MT		3300.17
A	With out Staging								
6	Plaster (to wall, floor, ceiling etc.) with sand and cement mortar including rounding off or chamfering corners as directed and raking out joints including throating, nosing and drip course, scaffolding/staging where necessary (ground floor) [Excluding cost of chipping over concrete surface]. (i) With 1:6 cement mortar.					2.52	209.00 Sqm.		526.68
7	M.S. gate of Jail type as per approved design made of strong M.S. frame work, intermediate stiffeners and round / square bars or angles. M.S. sheet (not less than 14 gauge) gussets, cleats etc. including necessary riveting, bolting, welding, locking and hanging arrangements, fitting and fixing complete as per direction of the Engineer-in - charge. In ground					122.6	166.00 Sqm.		20351.60
8	Locking arrangement for Jail type doors including supplying fitting and fixing in position complete as per approved design.					1.38	7566 Qntl.		10441.08
						1.38	277 kg.		382.26

Madhumangal Ata, B.E, MJE, FIE
Structural-II, Chartered & Registered
Reg. No: 134011-5, Arambagh, Hooghly



HOOGHLY DISTRICT CENTRAL CO-OPERATIVE BANK LTD.



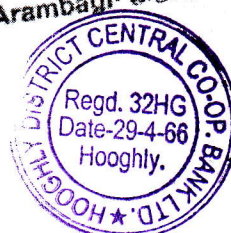
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Sl No	Description of Item	No	Length (m)	Width (m)	Thickness (mm)	Quantity	Rate (Rs)	unit per	Amount (Rs)
1	2	3	4	5	6	7	8	9	10.00
9	(b) Supplying fitting and fixing steel rolling grill sink type, shutter with 18B.G. of approved type steel to the section 75mm wide, fitted with coil wires spring to necessitate the fitting of required Nos. of C.I. Pulley on heavy type solid draw seamless steel tube complete with lock in..... rolling her room, painting two coats of approved aluminium paint over a coat of red lead primer complete.					2.56	2833	Sqm.	7252.48
10	(b) Priming one coat on steel or other metal surface with synthetic oil bound primer of approved quality including smooth surfaces by sand papering etc. same M.S Grill					18.00	29.00	Sqm.	522.00
11	(A) Painting with best quality synthetic enamel paint of approved make and brand including smoothening surface by sand papering etc. including using of approved putty etc. on the surface, if necessary : (b) On steel or other metal surface : With other than hi-gloss of approved quality (iv) Two coats (with any shade except white)					18.00	72.00	Sqm	1296.00
12	Applying Exterior grade Acrylic primer of approved quality and brand on plastered or concrete surface old or new surface to receive decorative textured (matt finish) or smooth finish acrylic exterior emulsion paint including scraping and preparing the surface thoroughly, complete as per manufacturer's specification and as per direction of the EIC. (b) Two Coats (i) Water based interior grade Acrylic Primer					122.60	45.1	Sqmt	5529.26
13	Protective and Decorative Acrylic exterior emulsion paint of approved quality, as per manufacturer's specification and as per direction of EIC to be applied over acrylic primer as required. The rate includes cost of material, labour, scaffolding and all incidental charges but excluding the cost of primer. (b) Two coats (on new work only). (i) Other than yellow, pink.					122.60	68.00	Sqm	8336.80
14	Supplying, fitting & fixing Factory made PVC Door Frame of size 50 mm. X 47 mm. with a wall thickness of 5 mm. made out of extruded 5 mm. PVC sheet miter cut at two corners and joined with two nos. of 1.5 mm. long brackets of 15 mm. X 15 mm. M.S. square tube. The two sing PVC fasteners. A minimum of 4 nos. of screws to be provided for each vertical member and minimum 2 nos. of horizontal member etc. complete as per manufacturer's specification and as per direction of Engineer-in Charge. W.C door					3.50	445.00	Mtr	1557.5
15	Supplying, fitting & fixing 30 mm. thick Factory made solid Panel PVC Door shutter consisting of outer frame made out of M.S. tubes of 19 guage thickness and size 19 mm. X 19 mm. for styles, top and bottom rails, M.S. frame shall have cost of steel primers of approved make and manufacture, M.S. frame covered with 5 m.....vent adhesive etc. complete excluding all necessary hardwares as per direction of Engineer-in Charge. [In Ground Floor] Wc Door					1.20	1943.00	Sqm.	2331.6
Total Amount									82833.72
Add GST @ 18 %									82833.72
Sub Total									14910.07
Add LWC @ 1%									97743.78
Total									977.44
									98721.22
									98721.00

(Rupees Ninty Eight Thousand Seven Hundred Twenty One)

Madhumangal Ata, B.E, MIE, FIE
Structural-II, Chartered & Valuer
Reg. No: 134011-5, Arambagh, Hooghly

Assistant Engineer
MGNREGA
Arambagn S.D.O



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**THE BANK AUTHORITY RESERVES THE RIGHT TO ACCEPT AND / OR REJECT ANY
OR ALL THE TENDERS WITHOUT ASSIGNING ANY REASONS THERETO AND THE
BANKS DECISION SHALL BE BINDING AND FINAL.**

For any queries please contact: 033-2680-2949 (from 11am to 4pm) in all working days.

Chief Executive Officer,
Hooghly District Central Co-operative Bank Ltd.

Memo.No.773 /1(5)/EST/44/1/2025-26

Date. 02.07.2025

Copy forwarded for favour of information with the request to display in the office Notice Board:

1. The District Magistrate, Hooghly.
2. The Sub-Divisional Magistrate, Chinsurah Sadar Sub-division
3. The Secretary, Hooghly Zilla Parishad, Hooghly.
4. The Executive Officer, Hooghly Chinsurah Municipality.
5. The Joint Register of Co-operative Societies, Co-operation Directorate, Hooghly Range.

Chief Executive Officer,
Hooghly District Central Co-operative Bank Ltd.

Memo.No.773 /EST/2(29)/44/1/2025-26

Date. 02.07.2025

Copy forwarded for information and necessary action to:-

1. The Special Officer, Hooghly District Central Co-operative Bank Ltd.
2. The Grade I Officers (All), Hooghly District Central Co-operative Bank Ltd.
3. CBS & System Cell, Head Office, Hooghly District Central Co-operative Bank Ltd, for uploading this NIQ in the official website of the bank.
4. The Branch Manager (All), with a request to display this notice on the Notice Board of the Branch.

Chief Executive Officer,
Hooghly District Central Co-operative Bank Ltd.

