



**Contai Co-operative Bank Limited**  
**Head Office : Contai :: Purba Medinipur**

NIT No. CCBL/07/2024-25

Date: 09.06.2025

Sealed quotations are invited from the interested, bonafide and experienced bidders for purchasing Inverter Cassette AC.

**Name of Work: Purchaing of Cassette AC(Inverter Type) for Ramnagar,Haria,Nandigram Branch**

**Description of Item :**

Sl No.	Item
1.	Mitsubishi 4Ton Inverter Cassette AC
2.	Daikin 4 Ton Inverter Cassette AC

**Eligibility Criteria:**

Sl.No.	Eligibility Criteria	Documents Required
1	The bidder should be a proprietorship firm having valid trade license duly registered either under the West Bengal Shops & Commercial Establishments Act, 1958 or any other Act of State/union, as applicable for dealing in the subject matter of procurement.	Copy of valid registration Certificate/Trade License
2	The Bidder should have valid (i) GST number where his business is located and (ii)Income Tax/PAN number	Copies of relevant valid certificates
3	The bidder should be one approved Sales & Service Partner of OEM brand,of which they are quoted	Copy of the valid certificate should be enclosed.
4.	The bidder should have delivered and installed such units at three offices/institutions at least in the Last financial year.	Copy of work order and payment certificate to be provided.



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**Price Of Bid (Rate should remain valid for three months from the date of dropping)**

Sl No.	Product Description	QTY(NOS.)	Rate/unit	Amount
1	Mitsubishi 4Ton Inverter Cassette AC , 3 star	10 pcs		
2	Daikin 4 Ton Inverter Cassette AC, 3star	10pcs		
3	Delivery charges for Ramnagar, Haria, Nandigram	Per each		
4.	Installation Charge	Per each		

**Date:**

**Signature of Bidder with Stamp**

**Important Dates:**

Last date of dropping of Tender (In Physical Mode at Head Office Contai): 13.06.2025 upto 3:00pm

Date of opening of Tender: 13.06.2025 at 4:00 pm at Head Office at Contai.

The bid cost Rs. 1000/- (Rupees one thousand) only, which is non-refundable, should be submitted through bank draft favouring "Secretary, Contai Co-Operative Bank Limited" payable at Contai with the Bid.

**The Amount of EMD** should be Rs.5000.00(Rupees Five Thousand) only. EMD can be submitted by Bank Draft on any bank favouring 'Secretary, Contai Co-operative Bank Limited' payable at Contai. EMD of unsuccessful bidders will be refunded on acceptance of the P.O. by the successful bidder or within one month from the date of opening, whichever is earlier. The EMD of successful bidder shall be refunded within two months from the date of successful completion of job.

**Payment Terms:**

Payment to successful bidder shall be done against invoice within one month from the date of successful completion of job.

**Delivery:**

Job should be completed within one month from the date of receipt of purchase order.

The bidder must submit supporting documents as evidence to fulfil the eligibility criteria for making evaluation by the Tendering Authority. During the bid evaluation stage, the Tendering Authority may request for clarification (if required) and cross check the credentials.



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**Other terms and Conditions:**

1. The successful bidder should provide warranty certificate for every cassette AC unit
2. The purchasing and replacing work will be executed at our three branches Ramnagar, Haria, Nandigram as follows-----

Sl no	Location	Description	Nos of ACS
1.	Ramnagar	4Ton Inverter Cassette AC	4
3.	Haria	4Ton Inverter Cassette AC	4
5.	Nandigram	4Ton Inverter Cassette AC	2

3. Payment shall be done against GST invoice after successful delivery/refilling/installation. Certificate of the respective Branch Head/Sectional Head regarding satisfactory delivery & installation should be attached to the proforma invoice.



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5. Payment against GST invoice should be done within one month from the date of submission of Invoice, Warranty Certificate and delivery chalan duly certified by Branch Head / Sectional Head.
6. TDS will be deducted from payment as per norms.
7. Work should be executed within one month from the date of issuance of PO.
8. EMD of the successful tender will be converted to security deposit, refundable after three months from the date of final payment subject to satisfactory completion of work.
9. The Bidder must submit documents to establish their eligibility as mentioned earlier.
10. The Bank Authority shall/may contact bidders during evaluation for any clarification.
11. If it is found during evaluation that any information provided by the bidder is wrong or submitted document(s) is /are fabricated, the candidature of the bidder shall be cancelled and the EMD shall be forfeited.
12. The decision of the Bank Authority regarding final selection shall be final & binding on bidders. The Bank Authority may accept/reject any/all bids without assigning any reason.

Three sealed envelopes-one containing eligibility documents, one containing EMD and the rest containing Commercial Bid should be enclosed within one sealed envelope while submission of Bid. Each envelop should be inscribed with Name, Address and Telephone no. of Bidder and the contents of the envelop. Commercial bid of eligible bidders and having submitted stipulated EMD amount shall be opened.

**For Contai Co-operative Bank Limited**

**Sd/-(Apollo Ali)**  
**Secretary**

# Contai Co-Operative Bank Limited

## Bid Document

### For

## Purchasing Inverter Cassette AC for Ramnagar, Haria and Nandigram Branch

(Rate to be quoted excluding GST Amount).

Sl no	Location	Description	Unit rate	Amount	Total unit	Total Amount
1.	Ramnagar	Mitsubishi 4Ton Inverter Cassette AC				
2.	Ramnagar	Daikin 4Ton Inverter Cassette AC				
3.	Haria	Mitsubishi 4Ton Inverter Cassette AC				
4.	Haria	Daikin 4Ton Inverter Cassette AC				
5.	Nandigram	Mitsubishi 4Ton Inverter Cassette AC				
6.	Nandigram	Daikin 4Ton Inverter Cassette AC				

Total Amount : Rs.

GST : Rs.

Grand Total : Rs.

In words Rupees.....

Date :-

Seal of Organisation

Submitted by

Signature

Name

Organisation

Witness : 1)

2)