



The Eastern Railway Employees' Co-Operative Bank Limited.

Ref. No. : E/ADMIN/25-26/FC_MGS/135

Dated : 11/12/2025

TENDER NOTICE

Sealed quotations are invited from reputed vendors to quote their possible rate for removal of the existing false ceiling and installation of a new gypsum false ceiling, along with complete electrical wiring & other allied work at the Bank Premises of The Eastern Railway Employees' Co- operative Bank Ltd., Mughalsari (DDU) Branch, situated at TRD Building, Mughalsarai, East Central Railway, P.O.–Mughalsarai, Dist.–Chandauli, Pin-232101 (U.P.), subject to the following terms and conditions.

Last date for submission: 29-12-2025 (05:00 P.M.)

Sealed Envelope along with relevant supporting documents are to be submitted into the **Drop-Box**, kept at Mughalsari (DDU) Branch or may be sent through Speed Post, addressing **The Dy. Chief Branch Manager, The Eastern Rly. Employees' Co-operative Bank Ltd., Mughalsari (DDU) Branch, TRD Building, Mughalsarai, East Central Railway, P.O.–Mughalsarai, Dist. –Chandauli, Pin-232101 (U.P.)**.

Any application if reached / received after the cut-off date and time i.e. **29-12-2025 (05:00 P.M.)**, shall be rejected.

Tenders will have to be submitted in two parts i.e. **(i) Technical Bid** and **(ii) Financial Bid** in separate sealed covers indicating (a) the type of Bid (i.e. Technical Bid or Financial Bid). (b) Name and address of the bidder. (c) Tender No. & date etc. Both these covers will have to be put together in a separate single sealed cover mentioning (a) Name and address of the bidder and (b) Tender No. & date etc.

1. The details of work;

- a) Removal and safe disposal of the existing false ceiling including framework.
- b) Installation of a new PVC or hybrid false ceiling or Gypsum using reputed brands such as Gyproc (Saint-Gobain), Armstrong, SHERA, USG Boral etc. for an area of approximately 830 sq. ft.
- c) Complete electrical wiring using any of the following brands: Havells, Polycab, Finolex, KEI Industries, and RR Kabel, including supporting framework so that no further removal of the false ceiling will be required.
- d) Installation of electrical items as per requirement of the site.
- e) Installation of Wall Sticker as per requirement of the site.

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Regd. Office : 17, Netaji Subhas Road, Kolkata – 700001

Admn. Office : 10, Strand Road, Kolkata – 700 001; Tel. : Secretary (D) 2243 0455; Admin. : 22489328

Fax No.: 2243 8395



The Eastern Railway Employees' Co-Operative Bank Limited.

- f) Renovation of Store Section above the false ceiling in one corner, measuring 48 Sq. Ft. (approx.) with proper access and provision for safe storage of records.
- g) Provision for installation of LAN wiring & CC TV Camera as per requirement of the site.
- h) Finishing and restoration of the work area.

2. A. Technical Bid: The bidder is to provide the following documents in Technical Bid envelope.

- i. Copy of Trade License, PAN & GST Registration Certificate
- ii. Copy of P. Tax Registration Certificate, if any
- iii. Copy of PF and ESI Registration Certificate, if any

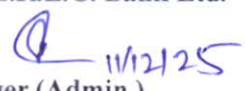
2. B. Financial Bid: - The bidder is to provide the financial Bid in Financial Bid envelope.

3. Terms & Conditions;

- a) All the works must be carried out ensuring the safety and protection of Computers, Printers, Scanner, Note Counting Machines, Air Conditioners, Records and other valuable items within the Branch premises.
- b) The Bidder should mention positively the **no. of days require to complete the job.**
- c) The sum of total of all items would only be taken into consideration to have the value of Lowest Quotation and the bidder is to quote all the items, mentioning brand name. **Partial bidding will not be considered.**
- d) The Bank has reserved the right to cancel / withdraw the Tender Notice at any time without assigning any reason.
- e) The Technical Bid & the Financial Bid will be opened on **30-12-2025 at 03:00 P.M.** at The E.R.E.C.B. Ltd., Mughalsari (DDU) Branch in presence of the members of the Board of Directors and participating bidders.

This Tender Notice is issued with the concurrence of the Competent Authority of the Bank.

For The E.R.E.C. Bank Ltd.


Manager (Admin.)

Copy to:

- The B.O.D—for their kind information.
- C.E.O.—for his kind information.
- Dy. Ch. Branch Manager, Mughalsari Branch—for his kind information & necessary action.

Manager (Admin)
The E. Rly. Emp. Co-op. Bank Ltd.
Kolkata-700 001

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