



NADIA DISTRICT CENTRAL COOPERATIVE BANK LIMITED

REGD. OFFICE: M. M. GHOSH STREET, KRISHNAGAR, NADIA, PIN – 741101

(E-Mail : ndccbld@nadiadccb.com Phone : 03472- 252394/252683/256771)

MEMO NO.1546

DATE: 03.01.2026

Notice Inviting Tender (TENDER NO. NDCCBL_HO_2025-26_ET 04)

NAME OF WORK: Inviting Tender for providing infrastructure facilities for Nadia Zila Samabay O Swanirbhar Gosthi Mela 2025-2026.

The Bank, Nadia DCCB Ltd has been organising Nadia Zila Samabay O Swanirbhar Gosthi Mela to promote the products of the SHG(s) of this Bank and the affiliated societies since 2018 with the financial help of NABARD. This year the Bank is going to organise the said Mela at Public Library Maidan, Krishnagar from 17/01/2026 to 19/01/2026. To organise this Mela, the decoration work/ infrastructure work like construction of stalls, construction of VIP Stall, audience space, Over- head gate etc must be done. In this scenario, the intending parties are requested to submit their Tenders for their technical and financial bid by 13.01.2026 within 12.00 noon at the Tender Box at our Head Office Building (Ground Floor), M.M. Ghosh Street, Krishnagar, Nadia. **The bank reserves the right by itself to cancel any or all the quotations without assigning any reasons thereto. The Bank is not bound to accept the lowest rate if otherwise ineligible.**

Detailed specification is given below:

Probable Cost of estimate item of works approximate quantities for the work " Providing Infrastructure facilities (Civil Work) for the said Mela-2025-26 from Date 17.01.2025 to 19.01.2025 at Public Library Maidan Krishnagar, Nadia.

SL. NO.	Item Description	Quantity or Unit (Sq.Ft.)	Rate	Amount (including all taxes)
1	Construction of stall as per specification for single stall within the structure 50 no X 10ft X 10ft.	5000	17.68	88,400.00
2	Construction of V.I.P. stall as per specification for V.I.P. within the structure 1 no X 20ft X 20ft.	200	42.3	8,460.00
3	Audience space 1no X 50ft X35ft.	1750	39.5	69,125.00
4	Over-head gate 1 no X 18ft X 16ft.	288	60.06	17,297.28
5	Over-head gate at Public Library gate 1 no X 16ft X 12ft.	192	60.06	11,531.52





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6	Hire and Labour charge for V.I.P cushion chair including necessary arranging in place and removing the same after the Mela Programme.	50	69.84	3,492.00
7	Hire and Labour charge of Sofa including necessary arranging in place and removing the same after the Mela Programme.	5	491.73	2,458.65
8	Hire and Labour charge for supply of steel made Tea table with standard size tray with covering by glass including necessary arranging the same after Mela programme.	6	160.89	965.34
9	Hire and Labour charge for supply of PVC table (size 4'00 X 3'00) including necessary arranging in place and removing the same after Mela Programme.	120	85	10,200.00
10	Hire and Labour charge for supply of PVC chair including necessary arranging in place and removing the same after Mela Programme.	400	21.22	8,488.00
11	Stand as per specification 2 no X 6'00 X 2'00.(12*8)	96	15	1440.00
12	Hire and Labour charge for supply of Podium including necessary arranging in place and removing the same after Mela Programme.	1	1000	1000.00
13	Hire and Labour charge for supply of Lamp Lighting including necessary arranging (such as candle, Match box, Cotton) in place and removing the same after Mela Programme.	1	500	500.00
14	Decoration for cultural Programme.	480	77.59	37,243.20
TOTAL				2,60,600.99





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Terms and Conditions:

Eligibility: The intending supplier/ Agency should have Up-to Date Trade License, GST Registration Certificate, Valid Pan issued Income Tax Department, Last Income Tax Return of 3 Financial Year.

Credential Required: Certificate of completion of similar nature of work of minimum total value of 60% Estimate value in any year during last 3 year with any Govt./Semi Govt./ Agencies. However, the authority reserves the right to relax this value in case of insufficient member of bidders having such credentials.

Bid procedure:

- All documents as mentioned in “Eligibility”, “Credential required” and certificate of declaration as mentioned at “Terms & Conditions” need to be submitted.
- Financial Bid of bidders who do not meet eligibility criteria shall not be opened.
- There is no scope of submission of any document later if not submitted during submission.

Sl. No	Description	Date	Time
1.	Publishing Date	03.01.2026	6:00 p.m.
2.	Document download start date	03.01.2026	6:00 p.m.
3.	Bid submission start date	05.01.2026	10:00 a.m.
4.	Bid submission end date	13.01.2026	12.00 p.m.
5.	Technical Bid open date	13.01.2026	03:00 p.m.
6.	Financial Bid open date	13.01.2026	After opening Technical bid.

Payment Procedure:

- No advance payment will be allowed.
- Payment may be made through online mode or A/C Payee Cheque against successful completion of supply as and when fund will be available in the respective head of account.





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- Whether the supply is successful or not will be decided by the authority only.

Terms and condition:

1. **Intending Tenderers must have to attend a pre meeting at Head Office, Krishnagar on 06/01/2026 and visit the Public Library Ground.**
2. Work delivery time: 16 January 2026, 5.00 PM. No extension of time will be allowed. Time of the completion will be strictly followed.
3. All the erected water proof structures shall be kept ready in condition till the purpose is over and any damaged, defect during this period mentioned will be done at own cost of the agency immediately.
4. The agency itself or his authorised responsible representative shall remain present at the location of the works round the clock to carry out all the instructions in the entire process till the purpose is over.
5. The agency should provide and keep ready sufficient materials for taking up any addition or alteration to the assigned job. The quantity of the works or specification of work may increase or decrease or to be changed as and when necessary. If any work increases, the payment for such increased works will be made by the Nadia District Central Cooperative Bank Ltd.
6. On completion of the purpose the agency shall remove all the temporary structures and will mend all the damage, if any caused during or due to erecting the same at his own cost within 21.01.2026 at 10 a.m.
7. Any additional information may be collected from the office of the undersigned. Like, proposed sketch map of the fair ground, matter of flex, stage back drop, signage etc.
8. The Credential should be in the name & style of the intending tenderer only, and not in the name and/or style of any of the Partner(s).
9. Please note that, FINAL Payment Certificate and Completion Certificate along with Work Order along with work schedule will only be entertained as CREDENTIAL.
10. The total work to be fire proof with insulation spray and the delivery of work to be checked by the PWD Dept. and Fire Service Authority for issuance of fitness certificate.
11. All documents of proof of their eligibility IN ORIGINAL need to be produced as and when asked and required.
12. Even though the bidders meet the above qualifying criteria, they are subject to be disqualified and legal action may be taken if they have:
13. a. Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements; and/ or record of submission of any false/ fake document(s).





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- b. Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
- c. Participated in the previous bidding for the same work and had quoted unreasonably high or low bid prices and could not furnish rational justification for it to the Employer may not be consider.
14. If the tenderer withdraws his offer before acceptance or refuses without giving any satisfactory explanation for such withdrawals, he shall be disqualified from submission tender in this office for a period of 3 consecutive events.
15. The intending bidders are requested to inspect the work site of the proposed work before quoting their rates.
16. If successful bidder/ bidders fails/ fail to comply with the scope of the work then legal action may be initiated as may be considered by the authority.
17. The authority reserves the right to reject the tender or any part of the tender without assigning any reason whatsoever.
18. Any item found defective or not as per specification or more than the order placed will be rejected and no payment will be made for the same.
19. Rate should include incidental cost including transportation cost and all applicable taxes.
20. Declaration to the effect that the supplier/ agency has never failed to execute any work and has never been blacklisted by any Govt./ Semi Govt. authority need to be submitted.
21. For details terms and condition contact office of the undersigned.

Selection of Successful Bidder:

Bidder offering lowest rates shall be considered as the successful bidder.


Chief Executive Officer

Nadia District Central Cooperative Bank Ltd.

Chief Executive Officer
Nadia District Central Cooperative Bank Ltd.
Krishnagar, Nadia.

