



Ref: BBB/Finance/NIQ-Bench/26-27/02

Date: 16-04-2026

NOTICE INVITING QUOTATION (NIQ)

Sealed quotations are invited from reputed suppliers/authorized dealers/manufacturers for supply of 3 **Seater Benches** as per the details given below.

1. Item description and quantity

Sl. No.	Item description	Specification	Unit	Rate per Unit (Rs.)	Amount (Rs.)
1	3 Seater Bench	• Seat: 1800 x 400 mm • Backrest: 1800 x 200 mm • Seating Height: 450 mm • Frame: 50 x 25 x 1.6 mm (ISI Mark) • Sheet: 22 Gauge Perforated • Welding: MIG • Painting: Powder Coated with Heat Chamber, Thickness 60 Micron, Color - White • Board: Pre Lam 18 mm HDHMR with 2 mm Edge Banding by Automatic Machine • Nature: Foldable, Fitting with Allen Bolt	18 Pcs		

2. Schedule

- Last date and time for submission of quotation: 24/04/2026, 2:00 PM
- Date and time of opening of quotation: 24/04/2026, 3:00 PM
- Place of submission and opening: **Office of the Finance, Biswa Bangla Biswabidyalay, Shibpur, Bolpur, Birbhum, 731204.**

3. Eligibility of bidders

Bidders should meet the following **minimum** eligibility criteria:

- Valid trade licence for dealing in Furniture products.
- Valid GST registration and PAN.
- Proof of similar supply to any Government/PSU/recognized institution during last 3 years (Self-attested copies of documents must be enclosed with the quotation.)

4. Submission of quotation

- Quotation must be submitted in a sealed envelope superscribed "Quotation for Supply of Plywood – NIQ No. **BBB/Finance/NIQ-Bench/26-27/02**, dated **16-04-2026**".



- The quotation shall be typed or written in indelible ink, with all corrections duly signed by the authorized signatory.
- The **L1** company provide 1 piece Sample for product checking.
- The following documents must be enclosed:
 - Detailed price bid
 - Copy of GST registration, PAN, trade licence.

5. Delivery

- Material shall be delivered at: Biswa Bangla Biswabidyalay Main Campus.
- Delivery period: within 7 days from the date of issue of Work Order.
- The supplier shall arrange transportation, loading and unloading at site at their own cost.

6. Quality and inspection

- Pre Lam 18 mm HDHMR with 2 mm Edge Banding by Automatic Machine Material found damaged/warped/undersized or not conforming to specifications shall be rejected at the supplier's cost.
- **Frame:** 50 x 25 x 1.6 mm (ISI Mark) and **Sheet:** 22 Gauge Perforated
- The officer-in-charge/receiving committee's decision on quality and quantity shall be final.

7. Payment terms

- 100% payment will be made after successful delivery and acceptance of materials and submission of pre-receipted bill in duplicate.
- Statutory deductions such as TDS etc. will be made as applicable.

8. Validity of quotation

- The quotation shall remain valid for a period of **15 days** from the date of opening of quotations.

9. Other terms and conditions

- The undersigned reserves the right to accept or reject any or all quotations, in part or in full, without assigning any reason.
- Incomplete quotation or quotations received after the due date and time are liable to be rejected.
- In case of any dispute, the decision of the competent authority of BBB shall be final and binding.


16/04/26
Finance Officer(Acting)
Biswa Bangla Biswabidyalay
Shibpur, Bolpur, Birbhum.