

**EASTERN RAILWAY**  
**PERSONNEL DEPT/MALDA**

No E 1001/Rly. School Improvement/Pt-III

Dated-15.12.2025

**NOTICE INVITING QUOTATION**

**Name of work:** "Quotation for Supply and installation of Green Board for Eastern Railway High School, Sahibganj, Jharkhand with a warranty of 01 year."

Sealed Quotations are invited from registered manufactures/Suppliers/vendors/firms for supply and Installation of the Green Board at Eastern Railway high school, Sahabganj, Jharkhand with warranty of 01 year.

Sealed Quotations should be dropped at Quotation Box kept at the Welfare section, Personnel Department, DRM/Office ,Malda, and EasternRailway. Po-Jhaljhalia, Pin-732102 Malda, West Bengal from 10.00hrs of 16 .12.2025 to 22.12.2025 (during office hours only) and will be opened at on 15 hrs on 23 .12.2025

Quotation will be addressed to the 'Executive Officer, Eastern Railway High school Sahibganj and Sr. Divisional Personnel Officer, Eastern Railway.Malda.

The detailed list of the items is specification in Annexure-A This document is also uploaded onwebpage"

[https://er.indianrailways.gov.in/view\\_section.jsp?lang=0id=0,6,444,811,812,2342](https://er.indianrailways.gov.in/view_section.jsp?lang=0id=0,6,444,811,812,2342)

**Delivery:**

- a) The bidder should complete supply and Installation of Green Board within fifteen days (15) calendar days from the date of issue of latter of Acceptance.
- b) The material shall be inspected on receipt at site and bidder shall be responsible for any damage during the transit of the Green Board.
- c) The bidder shall not arrange part shipments and/or Trans -shipments without the permission of purchaser.The insurance cover including insuring the goods against the loss or damage incidental to manufacture on acquisition, transportation, storage and deliver/Installation shall be obtained by the bidder in his own name and not in the name of purchaser. The purchaser will as soon possible but not later than 15 days from the date of LOA.

**Warranty:**

- a) The bidder shall offer on-site comprehensive warranty of the supply and installation,of Green Board for 01 year from the date of successful installation of the material .The purchaser is not pay any extra charges on any account during warranty period.

- b) If any part or parts fail or proved defective within the on-site warranty period specified above, owing to defect in material or workmanship, the bidder shall have to replace them at the place of installation without asking for any charges.
- c) It may be noted that the Railway Administration reserves and full right to deduct any amount for non compliance of any terms & conditions.
- d) When the material becomes defective during the warranty period supplier should replace the material within 05 days.

**After Sales Services:**

- a. The bidder shall ensure to render after sales services during the warranty period to the satisfaction of purchaser.

**Submission of quotation:**

- a) The bidder to examine all instructions, forms, terms and specifications etc. and to furnish with its bid all documents or information as required by documents.
- b) The language for all the correspondence and documents to the tender shall be in English/ Hindi only. Moreover, the printed literature/ technical details for the supply, installation & commissioning of the Green Board shall be also be in English/Hindi.
- c) The bid must be placed in a properly sealed enveloped addressed to The Executive Officer, Eastern Railway High school Sahibganj, and Sr. Divisional Personnel Officer, Eastern Railway, Malda and the said envelop sealed contain.
  - 1) Financial Bid duly signed and stamped by the Bidder(Annexure-A)
  - 2) Bidders must submit Undertaking for non-usage of refurbished component on Bidder's letterhead.
  - 3) Bidders must submit Undertaking for agreeing Terms & condition on Bidders letterhead.
  - 4) Declaration: Annexure-B
  - 5) Self-attested Copy of Pan Card.
  - 6) Self-attested Copy of GST Registration.
  - 7) Bank Details along with cancelled check.
- d) If the envelope is not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the bid.
- e) All the columns of the bid shall be duly, properly and exhaustively filled in. Any cutting/over writing etc in the bid must be signed by the person who is signing the bid.
- f) Bid received in open covers/letters/fax/email will not be considered.
- g) While submitting the bid, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the bid is liable to be rejected.
- h) If any Bidder stipulates any condition of his own, such conditional tender is liable to be rejected.

**Special condition.**

- a) The contractor shall not assign or subject the contract or any part there of or allow any person to become interested therein in any manner whatsoever without getting special permission of the Railway in writing.
- b) The contractor shall not leave away the contract in the midway. The entire work should be completed within the permitted period as will be marked in the work order. Only the agreement can be terminated by giving prior written notice for clear one month from either side & to recover the cost of damage or loss for such termination from the security deposit of the contractor.

agreement can be terminated by giving prior written notice for clear one month from either side & to recover the cost of damage or loss for such termination from the security deposit of the contractor.

- c) The contractor shall render service to the equipment as & when required within the contract period.
- d) All released material (which is purchased by railway) shall be property of the Railway, who will dispose of the same as per procedure in vogue.
- e) Railway shall not provide any spares & consumables as & when required during warranty period.
- f) Neither any pass nor privilege Ticket Order will be issued to the contractor /firms nor any travelling allowance will be paid by Railway for this contract.
- g) The contractor should use good quality of material for this purpose where needed.

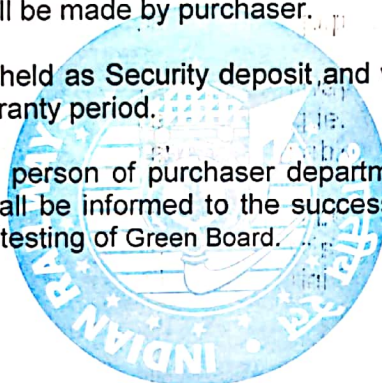
#### Payment:

The bidder shall send bill in duplicate (Original + copy) after supply & Installation of Green Board(all equipment) and submission (01) year warranty certificate giving the reference number of LOA along with copies of delivery notes. After receiving of satisfactory completion report on the supply, installation, of Green Board from competent authority of purchaser department, the payment of 95% of total bill will be made by purchaser.

5% payment will be kept withheld as Security deposit and will be released on application after satisfactory completion of warranty period.

The details about designated person of purchaser department who is authorized to take the delivery of the Green Board shall be informed to the successful bidder through the LOA for the supply of the fully installation, testing of Green Board.

DA; Annexure: A, B.



(Indrajeet)  
Executive Officer

Eastern Railway High School Sahibganj  
and  
Sr. Divisional Personnel Officer,  
Eastern railway, Malda

Copy to: Head Mistress ERHS/SBG for information and N/A please.

(व्यं रेडवे / मालदा)  
Sr. Divl. Personnel Officer  
Eastern Railway, Malda  
(Indrajeet)  
Executive Officer

Eastern Railway High School Sahibganj  
and  
Sr. Divisional Personnel Officer,

भारतीय रेलवे का अधिकारी  
(व्यं रेडवे / मालदा)  
Sr. Divl. Personnel Officer  
Eastern Railway, Malda

### Annexure-A

Ref No:.....

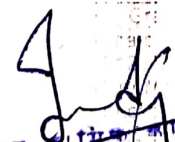
Name of the Bidder:.....

Complete office address of Bidder:.....

**Name of work:** "Quotation for Supply and installation of Green Board for Eastern Railway High School, Sahibganj, Jharkhand with a warranty of 01 year."

| Sl. No                                                                 | Item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Quantity      | Amount (Rs)        |
|------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------|
| 1                                                                      | Supplying fitting, fixing Green Board's of Non Magnetic Green Dry Erase Writing board of dimensions (in mm) 1200x 2400(4x8ft) standard size with frame (all round wrought Aluminium and Aluminium Alloy suitable for writing with chalk and front surface Melamine laminate sheet Back Material-Galvanized steel sheets and strips as per IS 277,core material thickness 6mm with ABS Corner mounting Type-wall mount and good quality Make:Methodex,Nilkamal or similar.                    | 14 Nos.       | Rs 123600/-        |
| 2                                                                      | Supplying fitting, fixing Green Boards of Non Magnetic Green Dry Erase Writing board of dimensions (in mm) 1200x 1800(4x6ft) standard size with frame (all round wrought Aluminium and Aluminium Alloy as per IS 1285) suitable for writing with chalk and front surface Melamine laminate sheet,Back Material-Galvanized steel sheets and strips as per IS 277,CORE MATERIAL THICKNESS-6MM with ABS Corner,Mounting type-Wall mounted good quality.Make: Methodex,Nilkamal or similar.      | 03 Nos.       |                    |
| 3                                                                      | Supplying fitting, fixing Green Board's(Double sided)Non Magnetic Green Dry Erase Writing board of dimensions (in mm) 1200x 2400(4x8ft) standard size with frame (all round wrought Aluminium and Aluminium Alloy as per IS 1285) suitable for writing with chalk and front surface Melamine laminate sheet,Back Material-Galvanized steel sheets and strips as per IS 277,core material thickness-6MM with ABS Corner and good quality. Make : Methodex, Nilkamal or similar.(Double sided) | 01No.         |                    |
| 4                                                                      | Supplying fitting, fixing Green Board's(Double sided)Non Magnetic Green Dry Erase Writing board of dimensions (in mm) 1200x 1800(4x6ft) standard size with frame (all round wrought Aluminium and Aluminium Alloy as per IS 1285) suitable for writing with chalk and front surface Melamine laminate sheet,Back Material-Galvanized steel sheets and strips as per IS 277,core material thickness-6MM withABS Corner Mounting type-Wall mounted good quality.Make : BOARDRITE or similar.   | 02Nos.        |                    |
| <b>Total</b>                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>20Nos.</b> | <b>Rs 123600/-</b> |
| <b>Rate to be quoted on Assessed cost of schedule : Rs. 1,23,600/-</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |               |                    |

Signature with Stamp of the Bidder

  
St. Divl. Personnel Office  
Eastern Railway, Malda

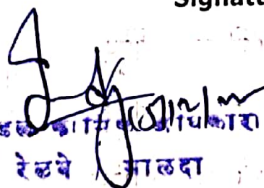
**Annexure -B**

**Declaration:-**

I/We hereby declare that I/We possess the valid Labour License as applicable as per Contract Labour (Regulation-Abolition) Act 1970 & Do hereby ensure to pay the minimum wages to the workers as per notification issued time to time by the central/State Govt. under the Minimum Wages Act, 1948 & also bear the responsibility to comply with all other social security schemes of the Ministry of Labour & Employment as per relevant provisions of the respective Acts/Rules such as EPF, ESI, Bond etc. I/We do also declare that,

- a) I/We shall comply with all the provisions of Contract Labour (Regulation - Abolition) Act, 1970 and the Railway shall suffer no loss or damage for violations of its provisions.
- b) The labour/ workmen that shall be engaged by me/us to perform the work shall only be called the employee of the Contractor and shall have no link with the Railway Department. Those labours shall not be entitled for any Railway benefit.
- c) Railway Administration shall accept no responsibility for claims under the workmen's Compensation Act & loss suffered by the Contractor thereof.
- d) I/WE do hereby declare that: I/We will be bound to comply with the provision of Apprentices Act-1961.
- e) I/WE do hereby declare that: I/We will be bound to comply with the provision of Payment of Wages Act- 1936.
- f) I/WE do hereby declare that: I/We will be bound to comply with the provision of Contract Labour (Regulation & Abolition) Act, 1970.
- g) I/WE do hereby declare that I/We will be bound to comply with the provision of Workmen's Compensation Act-1923.
- h) I/WE do hereby declare that I/We will be bound to comply with the provision of Factories Act-1948.
- i) I/WE do hereby declare that I/We will be bound to comply with the provision of Minimum Wages Act-1948.
- j) I/WE do hereby declare that I/We will be bound to comply with the provision of Employees Provident Fund and Miscellaneous Provisions Act-1952.
- k) I/WE do hereby declare that I/We will be bound to comply with the provision of Employees State Insurance Act-1948.

**Signature with Stamp of the Bidder**

  
Sr. Divl Personnel Officer  
Eastern Railway, Malda