



THE WEST BENGAL STATE CO-OPERATIVE BANK LTD.

Registered Office & Head Office: 24A Waterloo Street, Kolkata - 700 069

Memo No. HO/MD/NIQ/2312/2025-26

Date: 12/12/2025

Notice Inviting Quotation

Quotations in sealed envelope are invited on behalf of The West Bengal State Co-operative Bank Ltd from the firms having knowledge of catering food supply in financial institutions and/or Govt. Organizations. The tender is intended to select supplier of food services for 23.12.2025 to be supplied at **Mahajati Sadan**, Kolkata.

Pre-qualification criteria:

- The bidder must have a valid trade licence.
- The average annual turn over of the bidder in the financial year 2022-23, 2023-24 & 2024-25 should no be less than 10.00 lakh.
- The bidder should have at least a single contract value of ₹3.00 lakh in the last 3 years ending on 31.03.2025.
- The bidder should have its own well-equipped kitchen having (i) Licenced kitchen area from Health Department of Minimum 300 sq. ft. (ii) Distance of Kitchen from the venue must be within 25 KM (by roadway).
- The bidder should have applicable and valid registrations with statutory authorities, viz. (i) Food & Drug (FSSAI) (ii) Income Tax (PAN), (iii) Goods & Service Tax (GST) etc.

The bidders complying the pre-qualification criteria (please submit valid supporting documents) may apply with their commercial proposals in their letter head pad as per the following format:

Sl No	Items to be supplied	Quantity	Price (₹)
1	Vegetable Fried Rice	420 heads	
2	Chicken Kasha (200 gms)	420 heads	
3	Sweets (2 pc. Rossogolla)	420 heads	
4	Mineral Water (Bisleri-500 ml)	420 pcs.	
	Total		₹

Note:- The items to be supplied in a carry bag of 40 microns or above for each guest.

[In word **Total ₹** _____]

Terms & Conditions:

- The sealed quotations to be reached to the General Manager (Banking), The West Bengal State Co- operative Bank Ltd, Head Office, 24-A, Waterloo Street, Kolkata-700069 within 4:00 P.M. of 19.12.2025 and after that no quotation will be accepted. The sealed envelope



THE WEST BENGAL STATE CO-OPERATIVE BANK LTD.

Registered Office & Head Office: 24A Waterloo Street, Kolkata - 700 069

shall be superscribed with “Commercial proposal in respect of NIQ No. HO/MD/NIQ/2312/2025-26 dated 12/12/2025”.

- 2) The bid shall be opened on 19.12.2025 at 4:15 PM. Interested bidders may participate the bid opening to be held at 24A, Waterloo Street, Kolkata-700069.
- 3) That the bidder for clear understanding of the Bank’s requirement may contact the General Manager (Banking) before submission of their quotation.
- 4) That the Bank will not accept the items if quality, taste, hygiene of required standard is not maintained.
- 5) That the Bank reserves the right to modify the terms and conditions or even cancel the tender at any stage before awarding the contract without assigning any reason.

[Sujan Sarkar]
Managing Director