



WEST BENGAL ELECTRICITY REGULATORY COMMISSION



Ref No: WBERC/C-19/Indoor Plant/ 944

Dated, Kolkata, the 06 February 2026

Notice Inviting Offer/Quotation

Name of work: Annual Comprehensive Maintenance (AMC) of Supply of Indoor Plant and Supply of Flower Bouquets at the West Bengal Electricity Regulatory Commission, 2nd & 4th Floor, Plot No-AH/5, Premises No. MAR 16-1111, Action Area- 1A, New Town, Kolkata-700163.

1.0 Scope of work for Indoor Plants

- a) The selected bidder shall have to supply any plant variety of the flower beds with the seasonal flowers plant/green plant as per direction of the authority.
- b) The selected bidder shall keep the Indoor Plant in a tip-top condition by cleaning, washing, fertilizing, watering etc. around the contract period.
- c) The selected bidder shall have to supply total 100 (Hundred) Nos. flower/plant pot (at least 8"-12") with various seasonal flowers and decorative leaves. All pots shall have to be replaced, if necessary as per direction of the authority time to time.
- d) The selected bidder shall regularly maintain all indoor plants with proper nutrition and pesticides when required for maintaining healthy conditions.
- e) Daily waste to be disposed of every day shall be responsibility by the selected bidder.
- f) The Selected bidder is also liable to change all trees at an interval 03-month period.

2.0 Scope of work for Supply of the flower bouquets

- a) The selected bidder shall have to supply flower bouquets with various seasonal flowers and decorative leaves. All pots shall have to be replaced, if necessary as per direction of the authority time to time.
- b) Supply of good quality/healthy condition of flower bouquets at the respective office address as per order of the authority.
- c) Regular supply of flower bouquets before commencement of the office hours (10 AM to 10: 30 AM) and also daily waste to be disposed of every day by the selected bidder.
- d) Monthly payment will be made after submission of claim in bill/ invoice.
- e) PAN, AADHAR, Bank details will have to be submitted by the selected bidder.

The quotations with the specified format may be dropped in the Tender Box kept at the Office of the Commission within 16.02.2026 at 3:00 PM.

SDT

Deputy Director (Engineering)



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FORMAT

NAME OF OWNER	
ADDRESS	
CONTACT NO	
PAN CARD	
AADHAR CARD	
BANK ACCOUNT DETAILS	

SUPPLY OF FLOWER BOUQUETS DETAILS

<i>Items Description</i>	<i>Price Per Unit (Rs.)</i>
Various seasonal flower bouquets supply in regular basis	
02 nos flower bouquets supply once in a week	
03 nos flower bouquets supply 05 days in a week	
04 nos flower bouquets supply twice in a week	
Supply of Special flower bouquets	

SUPPLY OF INDOOR PLANTS / FLOWER PLANTS/ SEASONAL FLOWER PLANTS/ DECORATIVE LEAVES PLANT DETAILS

<i>Items Description</i>	<i>Price Per Unit (Rs.)</i>
Supply of 100 nos. of indoor plants in good & healthy condition with proper maintenance	

- **Note:** Quantity of requirement may vary month-wise, with prior intimation.

Signature of the Proprietor