

WEST BENGAL INDUSTRIAL DEVELOPMENT CORPORATION LIMITED

(A GOVERNMENT OF WEST BENGAL UNDERTAKING)

“PROTITI”, 23, Abanindranath Thakur Sarani (Camac Street), Kolkata- 700 017

Phone no : +91 33 2255 3700-705, Fax : +91 33 2255 3737

Email : wbidc@wbidc.com www.wbidc.com

NOTICE INVITING QUOTATION.

Notice Inviting Quotation no: - Photocopier/09-10/III/

Date: 21.04.2025

Sealed Quotations are invited on behalf of WBIDCL by the Managing Director, West Bengal Industrial Development Corporation, PROTITI, 23, Abanindranath Thakur Sarani, Kol – 700017, for the work **“Installation of Photo copy machine(Digital Multifunctional Machine) at WBIDC Office, PROTITI, 23, Abanindranath Thakur Sarani, Kol – 700017”**, from reputed OEM (Original Equipment Manufacturer) or their authorized partner as per the GeM Portal pricing of the offered model for the purchase of one number of A3 size digital multifunctional copier machine against buy back of the existing Kyocera TASKalfa3212i digital copier. As per technical specification mentioned below.
Make/Brand : Any reputed brand.

Technical Specification for Digital Multifunctional Machine

1. Type : Digital LASER Multifunctional (Copy,Print,Colour Scanning)
2. Original/Print size : A3/A3
3. Document feeder type : RADF/DADF
4. Automatic Duplexing unit : Required
5. Paper Tray : Minimum 2 paper cassette each having capacity of 500 sheets and Bypass tray 100 sheets
6. Trolley : Required
7. Copy/Print speed : 32 PPM in A4 or Higher
8. Zoom : 25% to 400%
9. PC connectivity : USB 2.0/ RJ45
10. PC less scanning to USB Pen drive.
11. Network Printing facility : Required
12. Network Scanning facility : Required
13. Memory : 32 GB or Higher
14. Drum life : 600000 pages or higher
15. Toner yield : 17000 pages @6% coverage
16. Warranty : one year.
17. Duty Cycle : 65000 pages per month

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Sl no	Description of the Item.	Quantity.	Unit.	Rate to be quoted including all taxes. (In Rs.)	Amount (In Rs.)
1	Details of Photo copy machine(Digital Multifunctional Machine) along with its deliverables, warranty card, other papers etc.	1	Each	(To be filled in 'Annexure' part)	A
2	Buy-back for Photo copy machine 'Kyocera TASKalfa3212i'.	1	Each	Do	B
Total					(A – B)

The quotation paper can be available from the above office from 21.04.2025 within the office working hours and on the website 'www.wbidc.com'.

Last date of submission of quotations: 29.04.2025 by 3.00P.M

Date of opening of quotation: 30.04.2025 at 2.00PM.

Terms and Conditions.

1.The quotation to be submitted in sealed envelope in the drop box kept in the office of WBIDC i.e PRATITI Building, 23, Abanindranath Thakur Sarani, (Camac street), Kolkata – 700017. The envelop should be super scribed as “Quotation for, Installation of Photo copy machine(Digital Multifunctional Machine) at WBIDC Office, PROTITI, 23, Abanindranaththakur Sarani, Kol – 700017”, and should contain the name and address of the quotationer and the earnest money amounting to **Rs. 12,000.00** (twelve thousand) only to be submitted through RTGS/NEFT. The details of which are as follows.

Account name: - West Bengal Industrial Development Corporation Limited.

Account number: - 011010200021340, Banks Name: - Axis Bank Limited,

Branch name: - Golpark, Kolkata – 19, IFS Code: UTIB0000011

The scanned copy of the RTGS/NEFT details must be submitted at the time of submission of tender.

The amount of earnest money will be refunded after 1(one) year of successful installation of the machine.

2. The quotationer will have to submit the following documents along with the quotation.

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- a) Self –attested photo copy of valid GST registration certificate.
 - b) Self-attested photocopy of valid trade license.
 - c) Self-attested photocopy of PAN card.
 - d) Credentials of execution of same kind of work.
 - e) Valid license regarding engagement of workers from labour department, Govt of West Bengal.
 - f) Copies of Income tax return filed in previous three financial year.
- 3) The bidder quoting the lowest rates abiding the specification and if all other conditions are satisfied, may be issued to work contract.
4. The quoted price should include all kinds of taxes and duties like GST and all other as applicable.
5. Before submission of bid, bidder should inspect the existing Photo copy machine (for buy-back) and may talk with designated officer of WBIDC. No mobilization charges shall be considered against the above work either separately or inclusive with the quoted rate.
6. The work, mentioned above, to be completed successfully and to be retained thereat without any complaint and full satisfaction of the departmental engineer from the date of installation and till retaining thereat.
7. Statutory deduction towards ST, IT, GST, e.t.c or as applicable time to time will be deducted from the bill / bills
8. Payment will be made only after successful completion of the work in all respect.
9. All payment will be made in account payee cheque / direct bank transfer only.
10. The participants in the quotation process may remain present personally or may send their authorized representative during opening of their quotations.
11. Submission of quotation will imply that the quotationer will abide by all the terms and conditions of this “Notice Inviting Quotations”.
12. Contractor shall have to arrange all materials and labours required for the job. No material will be issued by the department.
13. The bidder/ quotationer will sign on every page of N.I.Q as a token of acceptance of the terms and condition
14. Conditional quotation will not be accepted and shall be deemed as “informal”

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15. In connection with the work, Arbitration will not be allowed.
16. In case of any dispute arise during execution of the work or after completion of the work, Managing Director, WBIDCL reserves the right to accept / cancel/ change/ modify this notice completely or partially without giving any notice to anybody.
17. The quotation shall remain valid for 30(thirty) days from the stipulated last date for submission of bid.
18. The contractor shall abide by all the local bylaws and act relating to the works and the regulations e.t.c of the Government and local authorities.

By order,

Managing Director
WBIDC

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ANNEXURE.

To:

Sealed Quotations are invited on behalf of WBIDCL by the Managing Director, West Bengal Industrial Development Corporation, PROTITI, 23, Abanindranaththakur Sarani, Kol – 700017, for the work **“Installation of Photo copy machine(Digital Multifunctional Machine) at WBIDC Office, PROTITI, 23, Abanindranath Thakur Sarani, Kol – 700017”**, from reputed OEM (Original Equipment Manufacturer) or their authorized partner as per the GeM Portal pricing of the offered model for the purchase of one number of A3 size digital multifunctional copier machine against buy back of the existing Kyocera TASKalfa3212i digital copier. As per technical specification mentioned below. Make/Brand : Any reputed brand.

Ref: - N. I. Q. No. Photocopier/09-10/III/

Date: 21.04.2025

Sl no	Description of the Item.	Quantity	Unit.	Rate to be quoted including all taxes. (In Rs.)	Amount (In Rs.)
1		1	Each		
2	Buy-back for Photo copy machine 'Kyocera TASKalfa3212i'.	1	Each		
Total					

Rupees in words:-

Name with signature and
seal by the

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quotationer