



**WEST BENGAL STATE COUNCIL OF TECHNICAL & VOCATIONAL  
EDUCATION AND SKILL DEVELOPMENT**

(A Statutory Body under Government of West Bengal Act XXVI of 2013)

Department of Technical Education, Training & Skill Development, Government of West Bengal  
Karigari Bhavan, 4<sup>th</sup> & 5<sup>th</sup> Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata – 700 160

Memo no. WBSCTVESD/TED/2022-2023/0976

Dated : 15.02.2023

**Notice Inviting Quotation (NIQ)**

**Subject :** Invitation of sealed quotation for supply, installation and commissioning of Colour Laser printer.

The Competent authority of the Council [WBSCT&VE&SD] invites sealed quotation for supply, installation and commissioning of Colour Laser printer.

In view of the above, bonafide & reputed bidders are hereby requested to submit Quotation as per the details given below.

SI No.	Name of Work	Earnest Money Deposit	Cost of NIQ Document	Duration of Work	Eligibility of Bidders
1	Supply, installation and commissioning of Colour Laser printer.	NIL	NIL	Within 7 days from the issuance of Work order.	Bonafide & reputed bidders having credentials in similar nature of work.

**SPECIAL TERMS OF CONTRACT: -**

**Schedule :-**

SI No.	Activity	Scheduled Date
1	Date of uploading of N.I.Q. Documents in the Council's website	16.02.2023
2	Documents download start date	16.02.2023
3	Date of Prebid Meeting with the intending bidders in the office of the WBSCT&VE&SD	20.02.2023 at 12: 30 PM
4	Bid submission start date	21.02.2023
5	Bid submission closing date	27.02.2023 at 2:30 PM
6	Bid Opening date for Technical proposals and Financial Proposals	27.02.2023 at 4:00 PM

**Specification: -**

A4 Color Laser Multifunction Printer, Dynamic Security enabled printer, Print speed up to 19 ppm (black) and 4 ppm (colour) , Connectivity : USB; Ethernet; Wi-Fi One year Onsite warranty By OEM .

Sealed envelopes as mentioned above should be submitted super-scripting "Quotation for Colour Printer " in the Tender box located at 4<sup>th</sup> Floor of Karigari Bhavan office. The bid should be addressed to the CAO, WBSCT&VE&SD and to be submitted at above mentioned address on or before 27/02/2023 by 2.30 p.m. Quotation will be opened on the same day at Karigari Bhawan at 4: 00 p.m. Any participating bidder or his/her authorized representative (who is to be authorized in writing) may remain present when such quotation paper will be opened.

**Eligibility Criteria :-**

- 1) The Bid Document should contain
  - i) Self attested copy of Valid Trade License
  - ii) Self attested copy of PAN Card of Company
  - iii) Self attested copy of Professional Tax Clearance Certificate.
  - iv) Certificate of authorized service provider / OEM of the Company.

**GENERAL TERMS OF CONTRACT: -**

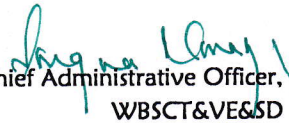
- 2) The rate quoted will have to be inclusive of all charges whatsoever.
- 3) The Council reserves the right to cancel any or all the tenders if so required without assigning any reason thereof.
- 4) The execution of the job has to be done within 7 days after issuance of work order. Failing which the work order will be cancelled and order will be given to next lowest eligible bidder without assigning further reason.
- 5) Payment will be made within 15 days after execution of job.

**Security Deposit:** - Successful bidder has to submit 5% of bid value as bank guarantee before issuance of work order as security Deposit.

**Termination of Contract:** - The contract will be terminated if the selected vendor fails to deliver the services within the stipulated time period.

**Penalty:-** 0.2 % of the bid value will be imposed as penalty if the vendor fails to deliver and install within the specified time. Failure to comply after that will result in cancellation of bid and cessation of security deposit. Company may be backlisted and debarred from participation of tender process of WBSCT&VE&SD.

**Settlement of Dispute:** - Any dispute arising in this regard will be settled under jurisdiction of Barasat Court, West Bengal.

  
Chief Administrative Officer,  
WBSCT&VE&SD