



WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION
VIDYASAGAR BHAVAN
9/2, Block-DJ, Sector-II, Salt Lake, Kolkata-700091

No: 05/E-Tender/2025

Date: 19.11.2025

QUOTATION NOTICE

As directed by Hon'ble President, Council, online Tender are invited from reputed Paper Mills / Old Paper Merchants for dispose of Old Written Answer Scripts, Old Question Papers and Old Records of Examination – 2025 as per Council's terms and condition laying at North Bengal Regional Office , Bardhaman Regional Office , Kolkata Regional Office and Medinipur Regional Office .

Interested concerned are requested to visit Council's Website wbchse.wb.gov.in and W.B. Govt. Website <https://wbtenders.gov.in> w.e.f. 01.12.2025.

Secretary

W.B. Council of H.S. Education



WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION
VIDYASAGAR BHAVAN
9/2, Block DJ, Sector II, Salt Lake, Kolkata-700091

Tender Form

2025-2026

For disposal of

OLD WRITTEN ANSWER SCRIPTS,

OLD QUESTION PAPER,

& OLD RECORDS.

Examination: 2025



**WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION
VIDYASAGAR BHAVAN**

9/2, Block DJ, Sector II, Salt Lake, Kolkata-700091

Tender Notice No:- 05/E-Tender/2025-26

Date:- 19.11.2025

QUOTATION INVITING TENDER

Council has decided to disposal of Old Written Answer Scripts, Old Question Paper and Old Records of Examination 2025 laying at four regional offices of W.B. Council of H.S. Education. Online quotations are invited from reputed and bonafide Paper Mills/Old Paper Merchants Agencies as per terms & condition.

:-Terms & Conditions:-

1. Rate would be quoted as per M. T. and rate should be exclusive of all i.e. Tax, GST, Transport, Labour, Packing Charges etc.
2. Materials collection place:- North Bengal Regional Office – Siliguri, Medinipur Regional Office – Paschim Medinipur, Bardhaman Regional office-Bardhaman, Kolkata Regional Office- Kolkata
3. Photo copy of Pan Card, up to date IT Return, PT Return (only return copy), Trade License & GST Registration Certificate shall have to be submitted with self-attested.
4. Earnest money of Rs. 2,00,000/- to be paid by Bank Draft in favour of W. B. Council of H. S. Education, payable at Kolkata and the original demand draft should be submitted physically at the Administration Section, 3rd floor, Vidyasagar Bhavan, Salt Lake, Kolkata- 700091 within 12.12.2025. Online Net Banking or NEFT/RTGS is not applicable. Earnest money would be adjusted against final payment.
5. If the H₁ bidder refuses to receive work order or fail to complete the job within stipulated time or engage in a corrupt or fraudulent practice, the earnest money will be forfeited.
6. Lifting work would be done on full advance deposit system. Payment should be done within 15(fifteen) days from the opening of Financial Proposal of the Tender.
7. The successful tenderers shall have to abide that all the materials to be disposed of shall be used strictly for pulping, and the Pulping Certificate must be submitted within 3 months, otherwise the agency shall be blacklisted for next year for type of similar tender.
8. Experience certificate of 03(Three) years for similar type of job from any Educational Department of W. B. Govt. organisation should be submitted physically at the Administration Section, 3rd floor, Vidyasagar Bhavan, Saltlake, Kolkata- 700091 on 12.12.2025
9. Working Period:- Whole work will be done within 20(Twenty) days from the receiving of this work order.
10. The Council also reserves the right to reject the full tender or any part of the tender at any stage without assigning any reason thereof and Conditional Tenderers' are liable to be rejected. The Council also reserves the right to distribute the materials amongst the different tenderer(s) at the same rate.



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Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	01/12/2025
2	Documents download (online)	01/12/2025
3	Bid submission starting date (online)	01/12/2025
4	Bid Submission closing date (online)	15/12/2025 or available server slot
5	Bid opening date for Technical proposal (Folder 1 : Prequalification documents and Folder 2 : Technical submission by bidder) (Online)	18/12/2025
6	Date of uploading list for Qualified Bidder in Technical Proposal	22/12/2025
7	Date for opening of Financial Proposal (online)	22/12/2025



Secretary
W.B. Council H.S. Education