



WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION

VIDYASAGAR BHAVAN

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

Tender Notice No:- 18/E-Tender/2025-26

Date:- 07/01/2026

NOTICE INVITING TENDER

Online tenders are invited from reputed and resourceful authorized dealers/Original Equipment Manufacturers (OEMs) for the supply and installation of IT accessories and equipments.

The tender process will be conducted online on the West Bengal e-Procurement system. Interested agencies are requested to visit Council website at www.wbchse.wb.gov.in and W.B. Govt. website at <https://wbtenders.gov.in> w.e.f. 12/01/2026 for details.

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Secretary
W.B. Council of H.S. Education



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Tender Form

2025-2026

Supply and Installation of
IT Accessories and
Equipments



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NOTICE INVITING TENDER

Online tenders are hereby invited by the West Bengal Council of Higher Secondary Education (WBCHSE) from reputed and resourceful authorized dealers/Original Equipment Manufacturers (OEMs) for the supply and installation of IT hardware and peripherals as per the specifications and quantities mentioned below.

1. Scope of Work and Bill of Quantities:

SI No	Item Description	Specifications (Minimum Requirement)	Quantity
1	Computer	HP-Intel Core i5 Processor, 16 GB RAM, 512GB SSD HDD, 19.5" LED Monitor, KBD, Mouse, Windows 11 Prof (3 years warranty Corporate Edition)	20 Pcs
2	UPS	APC 600VA (2 years warranty)	20 Pcs
3	Printers	HP LaserJet 1008w Printer (3 years warranty)	10 Pcs
4	Scanner	1. Epson Workforce DS-1630 Flatbed Scanner 2. HP Scan jet Pro 2000 S2 Sheet Feed scanner 3. HP Scan jet Pro 3000 S4 Sheet Feed scanner	01 Pc 01 Pc 01 Pc

-: Terms & Conditions:-

1. a) The Agencies should quote rates as per unit as mentioned in the tender form.
b) Rates should be exclusive of any taxes.
2. Earnest money of Rs. 20,000/- to be paid by Bank Draft in favour of W. B. Council of H. S. Education, payable at Kolkata and the original demand draft/or exemption certificate as per existing Govt. tender rules should be submitted physically at the Administration section, 3rd floor, Vidyasagar Bhavan, Salt Lake, Kolkata- 700091 within the last working weekday prior to the bid closing date. Online Net Banking or NEFT/RTGs is not applicable.
3. Self attested photocopies of Pan Card, GST Registration Certificate, up-to-date IT Return, PT Return and Trade License shall have to be submitted.
4. Earnest money of the Agency shall be liable to be forfeited if the Agency withdraws his tender after acceptance of the tender by the Council.
5. Earnest money in respect of the successful Agency will automatically be converted into security deposit which will not carry any interest.
6. Security deposit of the successful Agency will be released after satisfactory execution of the work.
7. The Agency will supply all the necessary materials, equipments and tools for the work. All materials must be of approved quality and subject to inspection by the competent authority.
8. The Council also reserves the right to reject any tender or any part thereof at any stage without assigning any reason there for.



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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)	12.01.2026
2	Documents download (online)	12.01.2026
3	Bid submission starting date (online)	12.01.2026
4	Bid Submission closing date (online)	28.01.2026 or available server slot
5	Bid opening date for Technical proposal (Folder 1 : Prequalification documents and Folder 2 : Technical submission by bidder) (Online)	To be notified later
6	Date of uploading list for Qualified Bidder in Technical Proposal	To be notified later
7	Date for opening of Financial Proposal (online)	To be notified later

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Secretary
W.B. Council H.S. Education