



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

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

Tender Notice No:- 10/E-Tender /2026-27

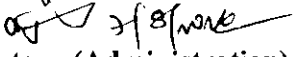
Date:- 07/08/2026

QUOTATION NOTICE

Sub:- Quotation for Printing, Binding [Blank answer scripts] and delivery at M/S N.R. BOSE Godown, 2C Khash Mohal Street, Kolkata-700006 or G+4 Corporate Offices Building Godown, 06-0626, Plot no. AA-IIC/1947/8, New Town, Rajarhat

Online quotations are invited from reputed printing press for printing, binding and delivery of 2 types of Blank Answer Script (8 leaves and 2 leaves).

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. 12.08.2026 for details.


Deputy Secretary (Administration)
W. B. Council of H.S. Education



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Tender Form

2026-2027

Printing, Binding and Delivery
of Blank Answer Scripts



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Tender Notice No: 10/E-Tender/2026-27

Date: 07/08/2026

Online quotations are invited from the reputed printing press in situated at Kolkata for printing, binding and delivery of 2 types of Blank Answer Script at N. R. Bose Godown, 2C Khashmohal Street, Kolkata – 700006 or G+4 Corporate Offices Building Godown, 06-0626, Plot no. AA-IIC/1947/8, New Town, Rajarhat.

I. Description of work :

The agency shall be responsible for Composing, offset printing, binding, punching in top left corner, side stitching, numbering, plastic covering and packets will be secured with colour band strapper. The script size shall be 21.5 cm (W) and 26 cm (L). The format along with instructions to be printed will be provide in due time.

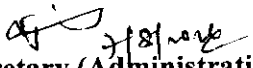
The agencies are advised for physically verifying and checking the sample of Blank Answer Scripts for inspection at the Administration Unit, Vidyasagar Bhavan (Council Head Office).

II. Terms & Conditions:-

1. Rate per 1000 scripts would be quoted and rate should be inclusive of all i.e. Tax, GST and delivery cost.
2. **Delivery Place:** at N. R. Bose Godown, 2C Khashmohal Street, Kolkata – 700006 or G+ 4 Corporate Offices Building Godowns, 06-0626, Plot no. AA-IIC/1947/8, New Town, Rajarhat.
3. The allowable wastage is 5%. The cost of allowable wastage is Rs. 15/- per Kg. It would be recovered and adjusted against bill.
4. Schedule of delivery: To be notified later.
5. **Volume of scripts:** 08 leaves approx 5760000 (250 scripts/packet covered with poly pouch) , 2 leaves approx 10765000 (1000 scripts/packet covered with poly pouch)
6. Earnest money of Rs. 1, 50,000/- 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 the last working weekday prior to the bid closing date. Online Net Banking or NEFT/RTGs is not applicable. Earnest money would be adjusted against final payment.
7. Annual Turn Over of the printing press must be Rs. 1.5 cr.
8. Photocopy copy of Pan Card, Trade License, GST Registration, IT clearance, PT clearance and preferably experience certificate of 5 years for similar type of work throughout the State of West Bengal or other States Education Board, Council etc. shall have to be submitted (self attested).
9. In case of any dispute at any stage the decision of the West Bengal Council of Higher Secondary Education will be final.
10. Penalty would be charged if total Blank Answer Scripts – 8 leaves, 2 leaves supply is not completed within the scheduled time.
11. The Council reserves the right to reject any or all tenders without assigning any reasons whatsoever.

III. Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	12.08.2026
2	Documents download (online)	12.08.2026
3	Bid submission starting date (online)	12.08.2026
4	Bid Submission closing date (online)	03.09.2026 or available
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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