



WEST BENGAL ESSENTIAL COMMODITIES SUPPLY CORPORATION LTD.
(A Government of West Bengal Undertaking)
11A, Mirza Ghalib Street, Kolkata-700 087

Memo. No. ECSC/GS/434/P-II/1481

Date: - 07.01.26

QUOTATION NOTICE

Sealed quotations are invited from the bonafide, experience and GST registered agencies /Firm for supply of 100 nos. of reams A4 paper 70 GSM of H.Q., Block-B, WBECSC Ltd. 11A, Mirza Ghalib Street, Kolkata -700 087. Last date of submission of sealed quotations form is 16/01/2026 upto 3:00pm. For details, please visit <https://www.wbecscegovernance.com>


5/1/26

General Manager (GS)



WEST BENGAL ESSENTIAL COMMODITIES SUPPLY CORPORATION LTD.

(A Government of West Bengal Undertaking)

11A, Mirza Ghalib Street, Kolkata-700 087

Memo no. ECSC/GS/434/P-11/1482

Date:- 07.01.26

QUOTATION DOCUMENT

Sealed quotations are invited from the bonafide, experience and GST registered agencies /Firm for supply of 100 nos. of reams A4 paper 70 GSM of H.Q., Block-B, WBECSCL Ltd. 11A, Mirza Ghalib Street, Kolkata-700087, the details of which are given below. The quotations are to be dropped in the sealed box placed at GM's Corridor, Ground floor Block-B, WBECSCL Ltd.

1.	Name of work & quantity	:	Supply of 100 nos. of reams A4 paper 70 GSM of H.Q., Block-B, WBECSCL Ltd. 11A, Mirza Ghalib Street, Kolkata-700087.
2.	Specification	:	A4 paper 70 GSM
3.	EMD		<p>i) Prospective bidders shall have to deposit Earnest Money of Rs.2000.00 (Rupees two thousand only) in favour of "W.B.E.C.S.C. Limited" through NEFT/RTGS in bank account as follows: - PNB, New Market Branch, IFSC-PUNB0009300, Beneficiary-"W.B.E.C.S.C. Limited", Account No. 0093000109114712 (Transaction ID obtained from the Bank where Earnest Money is deposited shall have to be submitted with quotation form. The Earnest Money so deposited will not carry any interest. The EMD of the unsuccessful bidder will be refunded in due course. EMD of successful bidder will be refunded after successful completion of the work</p> <p>ii) The amount remitted towards Earnest Money is liable to be forfeited in case the Bidder resigns from his/their offer after submission of quotation or after acceptance of the offer by "W.B.E.C.S.C. Limited". In such a situation, the Management of the Corporation will be at liberty to negotiate rates with L-2 and or L-3 for Supply of 100 nos. of reams A4 paper 70 GSM of H.Q., Block-B, WBECSCL Ltd. 11A, Mirza Ghalib Street, Kolkata-700087 at the rate of L-1 and issue offer letter.</p>
4.	Self-attested Documents to be submitted along with Quotation otherwise quotations will not be Considered as valid.		<p>a) Valid Trade License issued by competent Authority.</p> <p>b) GST Code Registration Certificate along with the SAC Code & last month return.</p> <p>c) PAN.</p> <p>d) Aadhaar Card of the Proprietor if the Service Provider is a Proprietorship Concern, Partnership Deed if the Service Provider is a Partnership Firm and Memorandum and Articles of Association if the Service Provider is a Company are to be annexed with the Quotation Form.</p>
5.	Payment	:	Payment will be made after submission of bills (B2B) with job card duly signed by competent Authority of WBECSCL Ltd.
6.	Quotation submission start date & time	:	12:00 'O' clock of <u>08/01/2026</u>
7.	Last date and time of receipt of quotation	:	3:00p.m. of <u>16/01/2026</u>



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8.	Date & Time of opening of quotation	:	3:30 p.m. of <u>16/01/2026</u>
9.	Work Period	:	15 (fifteen) days from the date of issue of Work Order.
10.	Blacklisting	:	If the agency is found not carrying out the work order properly, then the authority reserves the right to take appropriate and necessary action against said agency.

Others Terms & Condition:-

1. In case of any dispute and differences arising by and between the parties the same shall be referred to Arbitration which will be subject to the jurisdiction of the Courts at Kolkata only.
2. That neither of the parties shall be liable for any loss or damages for failure to comply with any of the clauses or this Quotation Document due to **FORCE MAJEURE** conditions like war, riot, strike, flood, earthquake cyclone, and pandemic etc.
3. That in the event of any dispute or difference of opinion or difficulty arising out this agreement regarding the execution thereof or any stipulation therein or in respect of any matter relating to this agreement, the same shall be settled between the parties amicably failing which either party will be at liberty to refer the matter to the competent court of law within the jurisdiction of Kolkata for proper adjudication of the matter.
4. In case any interpretation and / or clarification of any clause and / or clauses of this Quotation Document are required to be made, interpretation given by the Managing Director shall be final and binding upon the parties.
5. If required the Authority may ask or want any historical document from the bidders to finalize the quotation process.

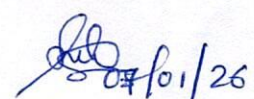
Authority reserves the right to either accept and/or reject any or all the quotationers and/or negotiate with one or more quotationer without any reason whatsoever.

The quotation notice and quotation document to be hanged/uploaded in followings:-

- 1) Notice Board of the WBECSCL Ltd.
- 2) Please visit <https://www.wbecscegovernance.com>

For any query, contact –

- 1) Shri Amit Roy, Junior Assistant Manager (GS), WBECSCL Ltd. Mobile no. 8240518369


General Manager (GS)
WBECSCL Ltd.