



West Bengal Forest Development Corporation Limited

Office of the Divisional Manager, Kolkata Forest Corporation Division

ARANYA BIKASH, KB- 19, Sector – III, Salt Lake City, Kolkata-700 106

CIN: U02005WB1974SGC029535,

GSTIN:19AAACW3562A9ZC



No.649/4-40/2026-2027

Date: 07.08.2026

Sealed Quotation Notice No.: 17

Sealed Quotation is invited from the **bona fide experienced suppliers/contractors/manufacturers/agencies** for supply of Grocery materials for official use under Kolkata Forest Corporation Division under WBFDC located at Aranya Bikash, KB-19, Sector – III, Kolkata – 700 106.

Details of Work: Annexure – I,

Note :

- The total amount of the quoted rate shall be clearly mentioned below in Annexure I, L-1 should be selected on the basis of the total amount.
- The L-1 (Lowest) bidder shall be determined on the basis of the Grand Total Amount quoted for all items taken together as specified in Annexure - I. The lowest rate quoted for any individual item shall not be considered for determining the L-1 bidder. Bidders are therefore required to quote rates for all items included in the Annexure -I, and evaluation shall be made on the **aggregate total value of all items**.
- The bidder shall quote rates for all items mentioned in the **Annexure -I**. Failure to quote the rate for any item shall render the bid incomplete and liable to be rejected summarily.

Time & Date:

SI No.	Date	Time
Date for beginning of distribution of Quotation Papers	10.08.2026	11.00 AM
Last Date of submission of quotation paper	17.08.2026	02.00 PM
Date of opening technical bids & financial bids	17.08.2026	04.00 PM

- The interested **suppliers/contractors/manufacturers/agencies** are requested to quote their rate for the aforesaid work by **17.08.2026** in a sealed envelope in the name of the undersigned.
- **Period of Work/Supply Time:** Work to be completed within **07 days** of receipt of final Work Order.
- **Rate should be quoted including all kind of taxes like GST**
- Rate to be quoted on above specifications and supply will be made at **Aranya Bikash, KB-19, Sector-III, Kolkata – 700 106**.
- Quotation will be submitted with **authorized seal & signature**, addressed in the name of the **Divisional Manager, Kolkata Forest Corporation Division under WBFDC Ltd., at Aranya Bikash, KB-19, Sector – III, Kolkata – 700 106, in sealed condition only**.

Terms & Conditions

- **Kolkata Forest Corporation Division** shall not be responsible for any untoward or accidental incident in the course of work or maintenance.
- **PAN, GST & Trade License:** Suppliers should provide **valid PAN, GST Number, Trade License and ITR return of last year**. Please furnish **self-attested documents**.
- **All the Articles to be delivered must be according to the sample**. The representatives are advised to visit this division to inspect the sample.



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- Work order will be issued after approval of the quotation inviting authority and payment will be made after satisfactory completion of work. Submit your bill mentioning our GST No. with **two (02) copies of bill** (GST No. – 19AAACW3562A9ZC) also including **receipted copy of challan**.
- **The concerned bidder whose quotation will be accepted, must supply the articles within 07 (seven) days from the date of requisition of the same, failing of which their order will be cancel at any time.**
- Final samples, logo, design will be supplied on the basis of samples kept at **Head Office at Aranya Bikash, KB-19, Sector-III, Kolkata – 700 106.**
- Supply will be made at **Head Office at Aranya Bikash, KB-19, Sector-III, Kolkata – 700 106.**
- Quotation Inviting Authority has full right to accept or reject any quotation on **technical grounds**.
- The work order may be issued **on an as and when required basis**.
- **Pattern of Quotation:** Invitation of quotations is purely indicative in nature. It is being floated in anticipation of administrative approval and subsequent financial sanction. In case of non-availability of such approval and fund, the quotation shall be cancelled outright without assigning any further reason.
- Validity of the quotation will be **1 (One) year** from the date of submission. The validity can be extended up to another **6 (Six) months** subject to satisfactory performance of the successful bidders.
- The undersigned reserves the right to place order for work for **20% more or less of the quantity** (if mentioned here) if so required.
- The undersigned reserves the right to cancel the quotation **at any stage**, if necessary, without assigning any reason whatsoever.
- The undersigned is **not bound to accept the lowest rate** quoted by the quotationers and is not bound to assign any reason whatsoever for such non-acceptance.
- If **products get depreciated/damaged/destroyed** during supply or transportation or installation, they will **not be received**. If such damaged products are found at a later stage, recovery will be made from the quotationer(s) as per rates offered including imposing necessary penalties/fines as the undersigned deems fit.
- **L1 bidder** will be selected based on the **overall rate quoted**, not for individual items in case of more than **1 item**.
- Materials will have to be supplied by the quotationer themselves following the **standard and specification or brand** as fixed by the office of the undersigned or his higher officials.
- Timely supply of all products will be the sole responsibility of the successful quotationer. But the quotationer shall not be held responsible in default if delay in execution occurs due to causes beyond his/her control such as **acts of God, natural calamities, civil wars, fire, strike, frost, floods, riots, etc.**



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• After **successful completion** of works/supply up to the satisfaction of the undersigned, **80% payment** will be made as per Finance Department's G.O. No. 4679-F(Y) dated 21.11.2022, after necessary deductions. The remaining **20% will be released** only after confirming that necessary **GST returns have been filed by the supplier** and reflected against the GSTIN of Kolkata Forest Corporation Division (as per Office Order No. 932/1A-254/2022 dated 05.04.2022 of the Managing Director, WBFDC Ltd.).

• West Bengal Forest Development Corporation Limited, Kolkata Forest Corporation Division, or any staff of the Division shall in no way be held responsible under any circumstances for accident/death of any labourer/driver etc., due to any reason whatsoever, or damage of vehicle/other property engaged by the contractor during delivery of goods & articles. No liability of compensation can be fixed upon them.

• Supply will be made as timely manner, as and when required basis.

(Satyajit Roy, WBFS)
Divisional Manager
Kolkata Forest Corporation Division

No.649/4-40/2026-2027

Date: 07.08.2026

Copy forwarded to:

1. The Accounts Section, Kolkata Forest Corporation Division.
2. The Range Manager, Attached Range, **is directed** to distribute the Quotation form to the bidders in favour of the Divisional Manager, Kolkata Forest Corporation Division.
3. Official website of WBFDC
4. Notice Board

(Satyajit Roy, WBFS)
Divisional Manager
Kolkata Forest Corporation Division

Annexure - I

Quotation no. 17, memo no.649/4-40/2026-2027 dated 07.08.2026

List of Grocery items

Sl. No.	Items	UOM	Quantity	Rate including GST
1	Nestle Milk Powder 400gm	pkt	1	
2	Nestle Milk Powder 1 kg	pkt	1	
3	Nestle Milk Powder 200gm	pkt	1	
4	Amul 200gm	pkt	1	
5	Amul 500gm	pkt	1	
6	Amul 1kg	pkt	1	
7	Sugar 1kg	kg	1	
8	sugar free Biscuit 300gm	pkt	1	
9	SUgar free Biscuit 65gm	pkt	1	
10	Dark Fantasy Biscuit	pkt	1	
11	Biscuit Burbone	pkt	1	
12	Makaibari Tea Leaf 100gm	pkt	1	
13	makaibari Tea Leaf 250gm	pkt	1	
14	Lipton Green Tea 25pcs	pkt	1	
15	lipton Green Tea 100pcs	pkt	1	
16	Tetley Green Tea 25pcs	pkt	1	
17	tetley Green Tea 100pcs	pkt	1	
18	Paper Cup Plain	pcs	1	
19	Paper Cup Small	pcs	1	
20	Min. Water 250ml	case	1	
21	Min. Water 500ml	case	1	
22	Nescoffee 50gm	pcs	1	
23	Nescoffee 100gm	pcs	1	
24	Nescoffee 500gm	pcs	1	
25	Nescafe Gold 100gm	pcs	1	
26	Nescafe Flurys Gold 100gm	pcs	1	
27	Nescafe Pouch B2(60pcs per Pkt)	pkt	1	
28	Tajmahal Tea 100pcs	pkt	1	
29	Paper Cup G.Quality	pcs	1	
30	Tea Tata Tea Gold	pkt	1	

Sd/- Subrajit Roy., W.B.F.S

Annexure - I
Quotation no. 17, memo no.649/4-40/2026-2027 dated 07.08.2026

List of Grocery items

Sl. No.	Items	UOM	Quantity	Rate including GST
31	Nescaffe 200gm	pkt	1	
32	Cadbury's Celebration	pcs	1	
33	Coffee Stick	pcs	1	
34	Nescafe	pcs	1	
35	Nescafe 200gm	pcs	1	
36	Nescafe 50gm	pcs	1	
37	Nescafe Gold	pcs	1	
38	Nescaffe 100gm	pcs	1	
39	Almonds	pcs	1	
40	Chiniya Badam 250gm	pcs	1	
41	Nut 100gm	pcs	1	
42	Nuts Fried 250gm	pcs	1	
43	Pistachio 250gm	pcs	1	
44	Pistachio 500gm	pcs	1	
45	Raisin 500gm	pcs	1	
46	Raisins 250gm	pcs	1	
47	Tiffine Packet	pcs	1	
48	Amulya 200gm	pcs	1	
49	Milk	pcs	1	
50	Milk Nestle 100gm	pcs	1	
51	Nestle Everyday Milk 1kg	pcs	1	
52	Nestle Milk 400gm	pcs	1	
53	Muri	pcs	1	
54	Catch Black Salt	pcs	1	
55	Catch Table Salt	pcs	1	
56	Biscuit Britannia Marrie	pcs	1	
57	Biscuit Britannia Thin Arrowroot	pcs	1	
58	Biscuit Burboun	pcs	1	
59	Biscuite Top Gold	pcs	1	
60	Biscuit Goodday	pcs	1	

Sd/- Satyajit Roy., W.B.F.S

Annexure - I
Quotation no. 17, memo no.649/4-40/2026-2027 dated 07.08.2026

List of Grocery items

Sl. No.	Items	UOM	Quantity	Rate including GST
61	Biscuit Ots Sunfeast	pcs	1	
62	Biscuit So Sweets	pcs	1	
63	Biscuit Time Pass	pcs	1	
64	Biscuit Top Bisk Farm	pcs	1	
65	Chal Muri Bhaja	pcs	1	
66	Chips	pcs	1	
67	Coco Malai	pcs	1	
68	Jhuri Bhaja 250gm	pcs	1	
69	Mukhorochok Chal Bhaja	pcs	1	
70	Mukhorochok Chanachur 200gm	pcs	1	
71	Papri Chanachur 400gm	pcs	1	
72	Tak Jhal Misti Chanchur	pcs	1	
73	Casetone Tea	pcs	1	
74	Detox Green Tea	pcs	1	
75	Dhruba Tea Bag	pcs	1	
76	Lipton Darjeeling Tea 100gm	pcs	1	
77	Lipton Darjeeling Tea 25pcs	pcs	1	
78	Lipton Green Tea 250gm	pcs	1	
79	Lipton Tulsi Tea	pcs	1	
80	Tajmahal Tea (100pcs)	pcs	1	
81	Tea	pcs	1	
82	Tetley Green Tea 100gm	pcs	1	
83	Tulsi Green Tea	pcs	1	
84	Tulsi Green Tea 25pcs	pcs	1	
85	Ty-Phoo Darjeeling Pure Tea	pcs	1	
86	Water Bangla Dairy 200ml	pcs	1	
87	Water Banglar Dairy 500ml	pcs	1	
88	Water Banglar Dairy 500ml Bottle	pcs	1	
89	Water Banglar Diary 250ml	pcs	1	
90	Water Bisleri 250ml	pcs	1	

Sd/- Satyajit Roy., W.B.F.S

Annexure - I
Quotation no. 17, memo no.649/4-40/2026-2027 dated 07.08.2026

List of Grocery items

Sl. No.	Items	UOM	Quantity	Rate including GST
91	Water Bisleri 500ml	pcs	1	
92	Water Kinley 500ml	pcs	1	
Grand Total Amount including GST				


Divisional Manager
Kolkata F.C. Division

