



The West Bengal Pulpwood Development Corporation Limited

(A Joint Sector Company)

CIN:U20211WB1982PLC034704

“ARANYA BIKASH”, 3RD FLOOR, KB-19, SECTOR-III, KOLKATA-700106

E-Mail ID: wbpulpwooddevcorpnltd@gmail.com

No: 429 / WBPDC/43-3

Date: 21/8/2026

Notice Inviting Quotation No 03/WBPDC/PRINTER CARTRIDGE/2026-27

Quotations are invited from bonafide experienced suppliers/contractors/manufacturers/agencies for Supply of tonner and other items as per following details for officials use at the office of the Ex-officio Divisional Manager, The West Bengal Pulpwood Development Corporation Limited which is located at “Aranya Bikash”, KB-19, Sector-III, Salt lake City, Kolkata-700106.

1. **Details of Work:** Details is given in Annexure-I
2. **Time and Date:**

Particulars	Date	Time
Date for beginning of distribution of Quotation Papers	24-08-2026	11:00 AM
Last Date for submission of Quotation Paper	03-09-2026	04:00 PM
Date for opening of Quotation	03-09-2026	04:30 PM

3. The interested supplier/contractor/manufacturers/agencies are requested to quote their rate for the aforesaid work by 03-09-2026 in sealed envelope by the name of the undersigned.
4. All quoted rate should be inclusive of all taxes.
5. Work Order may be issued for the whole work/for part of work as on when required basis as deemed fit by the Ex-officio Divisional Manager, The West Bengal Pulpwood Development Corporation Limited. Period of completion for work against the issued Work Order is 7(seven) days
6. Quotation will be submitted with Authorised seal and signature. Addressed in the name of the Ex-officio Divisional Manager, The West Bengal Pulpwood Development Corporation Limited at “Aranya Bikash”, KB-19, Sector-III, Saltlake City, Kolkata-700106.

Terms and Conditions

1. The West Bengal Pulpwood Development Corporation Limited shall not be responsible for any untoward or accidental incident in the course of work or maintenance.
2. Rates quoted shall be valid till 31st March, 2027.
3. PAN, GST, Trade License and IT Return: Suppliers should provide valid PAN, GST Registration Number (if applicable). Please furnish self-attested on documents. If GST Registration is not applicable, a declaration to be submitted by the bidder specifying the ground of such non-registration, Trade License and IT Return for last year. Please furnish self-attested documents
4. Under any circumstances, any rate to be quoted which is over & above the Maximum Retail Price (MRP) of the items. If such a thing comes to notice, it will be summarily rejected & quotationer will be barred to take part in any quotation/tender process of this office thereafter. Please note if such higher rates are found even at a later stage, no payment will be made beyond MRP.
5. The products which normally come to the market in a sealed state, must be delivered in sealed state. If the sealed condition is found to be violated, it will not be accepted and no payment will be made against it.



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6. Work Order will be issued after approval of quotation inviting authority and payment will be made after satisfactory completion of work. Submit your bill with mentioning our GST No.(if applicable) with 3(three) copies of bill. (GST No 19AABCT1517H2ZG) also including receipted copy of challan.
7. Pattern of Quotation: Invitation of quotations is purely indicative in nature. It is being floated in anticipation of administrative approval and subsequent financial section. In case of non-availability of such approval and fund the quotation shall be cancelled outright without assigning any further reason.
8. Validity of the quotation will be 1(one) year from the date of submission. The validity can be extended upto another 6(six) months subject to satisfactory performance of the successful bidders.
9. The undersigned reserves the right to place order for work for 20% more or less of the quantity (if mentioned here) is so required.
10. Upon selection and approval of the successful bidder (L1), a Work Order will be issued establishing the approved unit rates, terms, and period of validity. Actual supply shall strictly be governed by individual Supply Orders / Delivery Orders / Requisitions issued from time to time on an 'as and when required' basis during the currency of the contract. The Contractor shall not execute any supply without receiving an official Supply Order against the Work Order. Each individual Supply Order will specify the required items, quantity, and specific delivery location. The supplier must execute the supply within 7(seven) working days from the date of issue of each individual Supply Order.
11. The estimated quantities indicated in the Bill of Quantities (BOQ) are purely tentative and indicative. The Ex-officio Divisional Manager, The West Bengal Pulpwood Development Corporation Limited reserves the right to decrease, or completely omit any item quantity depending on actual organizational requirements, and no claim for compensation or revision of rates shall be entertained on account of variation in quantities.
12. The rates quoted by the bidder shall remain firm, fixed, and binding throughout the Period of Work from the date of issuance of the Work Order. No price escalation or variation shall be permissible on any grounds during this period.
13. The supplier must guarantee that all printer cartridges supplied under this contract are 100% original, brand-new, genuine, and manufactured directly by the respective Original Equipment Manufacturer (OEM). The supply of compatible, refilled, remanufactured, counterfeit, or duplicate cartridges is strictly prohibited. Each item delivered must bear the original OEM barcode, security seal/hologram, and batch details intact.
14. If any cartridge supplied is found or suspected to be duplicate, fake, or non-genuine upon inspection, testing, or usage The buyer reserves the right to reject the entire consignment immediately. The supplier shall, at their own expense, collect the rejected material and replace it with genuine OEM products within 7(seven) working days of notification. If the supplier fails to replace the rejected items within the stipulated timeframe The Quotation Inviting Authority reserves the right to cancel the work order with immediate effect and to forfeit any pending payment payable to the contractor. Penal action will be initiated against the contractor as per existing financial norms of Government of West Bengal.
15. The Quotation Inviting Authority has full right to accept or reject any quotation without assigning any reason.
16. The Quotation Inviting Authority has full right to accept or reject any quotation on technical ground.
17. The undersigned is not bound to accept the lowest rate quoted by the quotationers and he is not bound to assign any reason whatsoever for such non acceptance.
18. All products should be of mentioned brand or reputed quality of certified standards. Their size and quality should be as per general norms. The undersigned reserves the right to accept or deny the supplied articles if those are not up to his satisfaction.



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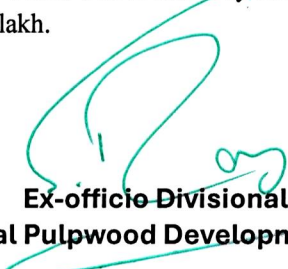
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19. If produces get depreciated/damage/destroyed during supply or transportation or installation, it will not be received. If such damaged products are found at the later stage, recovery will be made from the quotationer(s) as per rates offered including imposing of necessary penalties/fines as the undersigned deems fit.
20. While engaging the labourers, if any, payment as per the Minimum Wage Act must be made to them
21. L₁ Bidder will be selected based on the overall rate quoted, not for individual items
22. The undersigned, his superior authorities or his representatives will inspect the works, take necessary measurements and perform tests as and when required. The successful quotationers should render all cooperation in this regard, irrespective of time and place and during the inspection by the undersigned, his superior authorities or his representatives, if quality of the supply is not found up to the standard, the quotationer/supplier/contractor/manufacture/agencies is bound to rectify the same up to the satisfaction of him. No additional payment will be entertained.
23. The quantity mentioned against each quotation is purely tentative in nature. Work/supply order will be placed only after necessary administrative approval and financial sanction from appropriate authority that is too in actually required quantity. The undersigned reserves the right to increase/decrease the quantity amount up to 20% of what is mentioned in quotation.
24. 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 or her control such as acts of God, natural calamities, civil wars, fire, strike, frost, floods, riot and acts of unsurpassed power. In the event of delay due to such causes the quotationer may apply for extension of time for that period. The undersigned as per direction received from The Managing Director, WBPDCCL in this regard may extent for a length of time equal to the period of force majeure or such period as he thinks suitable for that or may reject the application. Such cancellation would be without any liability what so ever on the part of the undersigned.
25. Materials will have to be supplied by the quotationers by themselves following the standard and specification as fixed by this office of the undersigned or his higher official.
26. All tools & plants required for execution of works should be procured by the contractor at his own cost. The standard of such tools & plants shall be as per the specification of P.W.Dpt/PHE of the Govt. of West Bengal
27. In case of Each and Every bill initially 80% payment will be made and balance 20% payment will be made after proper reflection of GSTR- I and GSTR 3B in stipulated time, in case of failure of such payment (tax return) or mismatch of Tax Return Corporation will be recovering the amount from the balance payment. (As per G.O. No 4679-F(y) dated 21-11-2022).
28. The mode of payment for successful completion of the works will be made by NEFT/RTGS.
29. The total value of the quotation shall be within 1(one) lakh.


Ex-officio Divisional Manager

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Copy forwarded to:

1. The Managing Director, The West Bengal Pulpwood Development Corporation Limited
2. The Range Manager (HQ), WBPDC is directed to distribute the quotation notice to the bidders on behalf of the Ex-officio Divisional Manager, The West Bengal Pulpwood Development Corporation Limited
3. Official Website of WBPDC
4. Notice Board of WBPDC and WBPDC

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Annexure-I

Sealed Quotation Notice No 03/WBPDC/PRINTER CARTRIDGE/2026-27

SL No	Items	QTY	Rates per piece (including GST)(valid upto 31 st March,2027)
1	HP 119A Tonner Black(original)	1	
2	HP 119A Tonner Cyan(original)	1	
3	HP 119A Tonner Magenta(original)	1	
4	HP 119A Tonner Yellow(original)	1	
5	HP Laserjet CC388A (original)	1	
6	88A Black Tonner Cartridge(Compatible)	1	
7	HP Ink 682 Colour (original)	1	
8	HP Ink 682 Black (original)	1	


Ex-officio Divisional Manager

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