

WEST BENGAL INFORMATION COMMISSION
Khadya Bhaban,
11A, Mirza Galib Street
Kolkata – 700087
Ph. No. (033)2252-0509; E- mail: scic-wb@nic.in

Memo No. 92-WBIC/Admn/03/2018

Date 20.01.2025

NOTICE INVITING QUOTATIONS

Sealed Quotations are hereby invited by Secretary, West Bengal Information Commission, Khadya Bhaban, 11 A, Mirza Galib Street, Kolkata 700087 from reputed company/registered agencies /Firms/Co-operatives and other registered suppliers for **repair ,service and purchase** of the following items as given below.

Sl. No.	Item Description	Issues	Item Quantity	Remarks
1	Mother Board and replace the RAM with DDR4 (4GB). (Dell PC)	Mother Board problem	1	repair and service
2	Pick Up Roller, lower pressure and the motor of the printer is required to be replaced (HP 1020)	Black Shadow present in printing page and paper jam	1	repair and service
3	Pick Up Roller, ADF roller and motor of the scanner is required to be replaced. (HP 226 dn)	Paper jam frequently and Scanner error.	1	repair and service
4	mother board is required to be repaired. (Dell PC)	Mother Board problem	1	repair and service
5	The monitor is required to be repaired (HP PC)	Display problem	1	repair and service

The contractors / agencies should have to abide by the following terms and conditions:-

1. The undersigned reserves all the rights to cancel/reject any or all quotations without citing any reason whatsoever.
2. Quotations for the above mentioned items must be addressed to the Secretary, West Bengal Information Commission, Khadya Bhaban, 11 A, Mirza Galib Street, Kolkata 700087.
3. Sealed quotations will be received by this office from **20.01.2025 to 27.01.2025** during office hour.
4. The quotations will be opened on **28.01.2025** at 11 a.m.

5. Specification of the items in all respect would not be altered or deviated otherwise the quotation will be rejected.
6. Quotation must be given in the letter head of the supplier/agency in sealed envelope.
7. Rates should be quoted in figure and words and duly signed by the authorized person with seal.
8. Quotation must be accompanied with self-attested photocopy of 1) Valid Trade License 2) PAN card of the supplier/agency.


Deputy Secretary

West Bengal Information Commission

Memo No. 92/1(1) -WBIC/Admn/03/2018

Date 20.01.2025

Copy forwarded to the Special Secretary, Personnel and Administrative Reforms & e-Governance Department, Nabanna, 325, Sarat Chatterjee Road, Howrah – 711102 with a request to upload the NIQ in the official website of Personnel and Administrative Reforms & e-Governance Department.


Deputy Secretary

West Bengal Information Commission

Memo No. 92/2(4) -WBIC/Admn/03/2018

Date 20.01.2025

Copy forwarded for information to :-

1. The Sr. P.S. to Hon'ble State Chief Information Commissioner, West Bengal.
2. The Finance officer, West Bengal Information Commission.
3. The System Administrator, West Bengal Information Commission with a direction to upload the NIQ in the official website of West Bengal Information Commission.
4. The Establishment Section, West Bengal Information Commission for displaying the NIQ in the Commission's Notice Board.


Deputy Secretary

West Bengal Information Commission