



WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD

A Government of West Bengal Enterprise under Micro, Small and
Medium Enterprises and Textile Department
12, B.B.D.Bag, Kolkata – 700 001

Website: wbkvib.org.in/Web Portal: banglarkhadi.in



Memo No: **1476**KB/MKT/VI/Procurement/Stationary/21/2025-26

Date:- **05.06.2025**

NOTICE INVITING QUOTATION REFERENCE NO: **KVIB/MKT-21/NIQ/030/2025-26** OF CHIEF EXECUTIVE OFFICER WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD

The Chief Executive Officer, Khadi & Village Industries Board, invites- rate quotation in offline mode for the work detailed below which are to be executed through Marketing Section of WBKVIB:-

Name of Work:-

Notice Inviting Quotation for procurement of 'Incense Stick' (Dhoop Stick, Musk Stick, Rose Stick, Sandal Stick, Wood Stick) of various contents in Jute bag for Biswa Bangla Marketing Corporation

Estimated Amount:-

₹ To be Quoted (Including all Taxes, GST, Cess etc)

Earnest Money:-

₹ Exempted

Completion:-

N/A

Location District:-

All Dist. of WB

Eligibility of Bidder:-

Bonafide, Resourceful, Reliable, Reputed Agencies are Eligible

1. Note:-

In the event of e-bidding intending bidder may download the Tender document from the website:
<https://wbkvib.org.in>

Important Date& Time:-

- | | |
|--|--------------------------------------|
| 1. Bidding Starts | : 10-June-2025 from 11:00am onwards |
| 2. Documents End | : 18-June-2025 up to 11:00am onwards |
| 3. Opening of Technical Bid (Open by Authorized Officer) | : 19-June-2025 11:00am onwards |
| 4. Opening of Financial Bid | : To be Notified |

General Instructions

1. Documents to be Submitted Offline:-

- Pan Card
- AADHAR Card
- GST Reg. Certificate (Not Mandatory)
- Latest Valid Trade License
- P. Tax Reg. (Not Mandatory)
- Any previous Work Order / Delivery Order from any Govt. Establishment

2. Other Terms & Conditions :-

- Pan Card, Professional Tax receipts Challan for the Year 2023-24 or 2024-25, current GSTIN registration Certificate along with current GST payment receipt to be accompanied with the Technical Bid document. Income Tax (SARAL) Acknowledgement Receipt for assessment year (2023-24) or (2024-2025) to be submitted.
- Bidder must have office in West Bengal.
- Price preference will not be allowed.
- The Chief Executive Officer, WBKVIB reserves the right to cancel the Tender Notice due to unavoidable circumstances and no claim in this respect will be entertained.

- e. The intending quotationer is required to quote the rate in figures as well as in words as percentage above / below than or at par with the relevant price schedule of rates.
- f. **Intended quotationer should place rates which will not be changed within a period of one (1) year excepting one instance of change of rates of taxes by the Government.**
- g. NO CONDITIONAL/ INCOMPLETE TENDER will be accepted under any circumstances.
- h. In case of Quoting rates, no multiple lowest rates will be entertained by the Department.
- i. Qualification Criteria.
- j. Adjustment of price (increase or decrease):- No escalation of cost will be allowed even in extension period of time, granted by WBKVIB.
- k. For any further query one can e-mail to ceowbkvib@gmail.com or call at 9038043988.

If any document submitted by a bidder is noticed either manipulated or false, in such cases the eligibility of the bidder/ quotation will be out rightly rejected at any stage without any prejudice. The bidder would also be liable for the criminal proceeding as per law.

NB-All the above documents are to be submitted properly named with a forwarding letter in company letter head (pad) addressed to the CEO, WBKVIB listing all the documents submitted online. The letter head must contain full address telephone No/ Mobile No. and e-mail ID. No other papers are required.

3. **The BOQ is attached herewith. The same is to be submitted as financial bid.**
4. **The technical & financial proposal should be developed by the bidders after reading the terms and conditions properly.**

dm 05/06/25
Chief Executive Officer
WBKVIB

1476/1(7)
Memo No:- KB/MKT/VI/Procurement/Stationary/21/2025-26

Date:- 05.06.2025

Copy forwarded for wide circulation of the above to:-

1. The Special Secretary (DB) to the Govt. of West Bengal, Dept. of MSME & T
2. The State Director, KVIC
3. The FA & CAO, WBKVIB
4. The PO(R&T), WBKVIB
5. Notice Board
6. Official Website (Ansuman Ghosh, Proprietor of System Work Global)
7. All District Officers, WBKVIB

dm 05/06/25
Chief Executive Officer
WBKVIB

Bill of Quantity

Inviting Authority: West Bengal Khadi & Village Industries Board			
Name of Work: Notice Inviting Quotation for procurement of 'Incense Stick (Dhoop Stick, Musk Stick, Rose Stick, Sandal Stick, Wood Stick)' of various contents in Jute bag for Biswa Bangla Marketing Corporation			
NIQ No: KVIB/MKT-21/NIQ/030/2025-26			
Agency Name:			
Sl No.	Name of the Work	Unit	Rate including all taxes
1	Supply of 'Dhoop Stick' in Jute bag with printed label	100s	
2	Supply of 'Musk Stick' in Jute bag with printed label	100s	
3	Supply of 'Rose Stick' in Jute bag with printed label	100s	
4	Supply of 'Sandal Stick' in Jute bag with printed label	100s	
5	Supply of 'Wood Stick' in Jute bag with printed label	100s	