



## 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](http://wbkvib.org.in)/Web Portal: [banglarkhadi.in](http://banglarkhadi.in)



Memo No: **1477** KB/MKT/VI/Procurement/Chemical Product/10/2025-26

Date:- **05.06.2025**

### NOTICE INVITING QUOTATION REFERENCE NO: **KVIB/MKT-10/NIQ/033/2015-26** 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 'Citronella Oil' of various contents 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](mailto: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.**

*wh 05/07/25*  
Chief Executive Officer  
WBKVIB

Memo No:-*1477/17* KB/MKT/VI/Procurement/Chemical Product/10/2025-26

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

*wh 05/07/25*  
Chief Executive Officer  
WBKVIB

## **Bill of Quantity**

Inviting Authority: West Bengal Khadi & Village Industries Board			
Name of Work: Notice Inviting Quotation for procurement of 'Citronella Oil' of various contents for Biswa Bangla Marketing Corporation			
NIQ No: KVIB/MKT-10/NIQ/033/2025-26			
Agency Name:			
Sl No.	Name of the Work	Unit	Rate including all taxes
1	Supply of 'Citronella Oil' in plastic bottles with printed labels	100 ml	
2	Supply of 'Citronella oil ' in plastic bottles with printed labels	50 ml	