



# West Bengal State Book Board

AQ-13/1, Sector-V, Salt Lake City, Kolkata - 700 091  
Phone : 2367-7854/55 □ Website : [www.wbbookboard.org](http://www.wbbookboard.org)  
E-mail : [wbstatebookboard2016@gmail.com](mailto:wbstatebookboard2016@gmail.com)



No. 58/Disposal of unused goods/2017-18/

Date: 29.03.2018

**FRESH NOTICE INVITING TENDER FOR DISPOSAL OF UNUSED GOODS  
FROM WEST BENGAL STATE BOOK BOARD, AQ-13/1, SALT LAKE,  
SECTOR-V, KOLKATA - 700 091**

Fresh sealed quotations are invited from the Firm/Agency who are the buyers of unused and damage goods. The items will be available for inspection from March 2018 to March 2018 during normal office hours with prior information at the above office address.

1. The Firm/Agency should furnish a copy of the PAN, IT Registration along with experience certificate of at least 2 years in the relevant field in Kolkata, while submitting their quotation.
2. Firm/Agency is requested to submit quotation for the above mentioned address in a sealed cover. It should be completed in all respect and be dropped in the tender box kept at the office of the West Bengal State Book Board 2nd floor of AQ-13/1, Salt Lake, Sector-V, Kolkata - 700091 by 2.00 P.M. of 9th April 2018 (Mon day). If the date of submitting sealed Quotations falls on a holiday, then the date of submission of the sealed quotations may be shifted to next working day.
3. The West Bengal State Book Board reserves the right to reject any or all quotation (s) without assigning any reason thereof.
4. The sealed quotations, received on the date fixed above, will be opened by the Board employee 2.00 P.M. of 9th April 2018 (Mon day). The intending Quotationers/ Tenderers or their representative, if they desire, may remain present at the time of opening of quotations.
5. **The Terms and Conditions of the contract will be as follows:**

- I. All pages of the tender document should be signed with stamp by the authorized signatory of the Firm/Agency as a token of acceptance of all terms and conditions mentioned in the tender documents.
- II. The Firm/Agency should quote the lump sum rates for the said job (as Annexure - I) both in figures and in words. If there is any discrepancy between the figure and words, the value in Words will be prevailed.
- III. Under normal circumstances the rate shall be valid for a period of one month from the date of issue of work order.



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- IV. Responsibility of taking necessary permission from the Traffic Department (Kolkata Police) authority for carrying selling articles shall be of the selected Firm/Agency.
- V. Evaluation of tender for deciding L1 bidder shall be done on the basis of highest rate quoted for the items as indicated in Annexure-I.
- VI. The Board will accept the payment for this job from the select Firms/Agency through any Nationalised Banker's Cheque or demand draft.
- VII. The successful bidder shall clear the entire goods from Board's premises as per Annexure - I within 10 (ten) days from the date of work order.

*Aparajita Sengupta*

Chief Executive Officer



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## ANNEXURE I

Name of the Firm.....

Registered postal address .....

Telephone No ..... Mobile No .....

E-mail.....

PAN No ..... Service Tax Registration No .....

GROUND FLOOR			
Sl No.	Description of Items to be sold	Approx quantity (No.)	Lump Sum Amount inclusive of all taxes (Rs.)
1	Damage Steel Chair	17	
2	Damage Steel Rack	19	
3	Damage Steel Trunk	6	
4	Damage Wooden Rack	1	
5	Damage Steel Table	2	
6	Damage unused Cable Wire (3 bunch)	3	
7	Wasted Paper		

**Total: 48**



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1 <sup>st</sup> FLOOR			
SI No.	Description of Items to be sold	Approx quantity (No.)	Lump Sum Amount inclusive of all taxes (Rs.)
1	Damage Steel Trunk	1	
2	Damage Wooden Table	6	
3	Damage Wooden Rack	2	
4	Damage Steel Table	2	
5	Damage Xerox Machine	1	
6	Damage Steel Chair	1	
7	Damage Duplicating Machine (with motor)	1	
8	Damage Collapsible Gate	2	
9	Damage Wooden Showcase	2	

Total: 14

2 <sup>nd</sup> FLOOR			
SI No.	Description of Items to be sold	Approx quantity (No.)	Lump Sum Amount inclusive of all taxes (Rs.)
1	Damage Steel Chair	2	
2	Damage Wooden Display Board	2	





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3	Damage Steel Almirah	6	
4	Damage Wooden Table	1	
5	Damage Printer (HP)	1	
6	Damage CPU (LENOVO)	1	
7	Damage Keyboard (LENOVO)	1	
8	Damage Monitor (HP)	1	
9	Damage Steel Cabinet	5	
10	Damage Aqua guard	1	
		Total: 18	.

5 <sup>th</sup> FLOOR			
SI No.	Description of Items to be sold	Approx quantity (No.)	Lump Sum Amount inclusive of all taxes (Rs.)
1	Damage Steel Almirah	11	
2	Wasted Paper		
		Total: 11	

Signature of the Owner/Authorised person of  
the Firm/Agency with Seal and Date