West Bengal Forest Development Corporation Limited

Office of the Divisional Manager, Kolkata Forest Corporation Division
ARANYA BIKASH, KB- 19, Sector – III, Salt Lake City, Kolkata-700 106
CIN: U02005WB1974SGC029535, GSTIN:19AAACW3562A9ZC

सत्यमेव जयते

No.878/2-40/22-23/P-III/ 26-27 Date: 25.09.2026

Sealed Quotation Notice No : 29

Sealed Quotation is invited from bona fide experienced suppliers/contractors/manufacturers/agencies for **Supply, Installation, Testing and Commissioning of One (01) EPABX System with 04 Trunk Lines and 24 Extensions,** including all necessary accessories, **cabling, installation and commissioning charges**, at Aranya Bikash, KB-19, Sector–III, Kolkata–700106, the Head Office of West Bengal Forest Development Corporation Limited.

Details of Work: **All details of work given in Annexure - I**

Time & Date:

SI No.	Date	Time
Date for beginning of distribution of Quotation Papers	28.09.2026	11.00 AM
Last Date of submission of quotation paper	05.09.2026	02.00 PM
Date of opening technical bids & financial bids	05.09.2026	04.00 PM

• The interested **suppliers/contractors/manufacturers/agencies** are requested to quote their rate for the aforesaid work by **28.09.2026** in a sealed envelope in the name of the undersigned.

• **Period of Work/Supply Time:** Work to be completed within **07 days** of receipt of final Work Order.

• Rate to be quoted on above specifications and supply will be made at **Aranya Bikash, KB-19, Sector-III, Kolkata – 700 106.**

• Quotation will be submitted with **authorized seal & signature**, addressed in the name of the **Divisional Manager, Kolkata Forest Corporation Division under WBFDC Ltd., at Aranya Bikash, KB-19, Sector – III, Kolkata – 700 106, in sealed condition only.**

Terms & Conditions

• **Kolkata Forest Corporation Division** shall not be responsible for any untoward or accidental incident in the course of work or maintenance.

• **PAN, GST & Trade License:** Suppliers should provide **valid PAN, GST Number, Trade License.** Please furnish **self-attested documents.**

• Work order will be issued after approval of the quotation inviting authority and payment will be made after satisfactory completion of work. Submit your bill mentioning our GST No. with

two (02) copies of bill (GST No. – 19AAACW3562A9ZC) also including **receipted copy of challan.**

• Supply will be made at **Head Office at Aranya Bikash, KB-19, Sector-III, Kolkata – 700 106.**

• Quotation Inviting Authority has full right to accept or reject any quotation on **technical grounds.**

• **Pattern of Quotation:** Invitation of quotations is purely indicative in nature. It is being floated in anticipation of administrative approval and subsequent financial sanction. In case of non-availability of such approval and fund, the quotation shall be cancelled outright without assigning any further reason.

• Validity of the quotation will be **1 (One) year** from the date of submission. The validity can be extended up to another **6 (Six) months** subject to satisfactory performance of the successful bidders.

• The undersigned reserves the right to cancel the quotation **at any stage**, if necessary, without assigning any reason whatsoever.

• The undersigned is **not bound to accept the lowest rate** quoted by the quotationers and is not bound to assign any reason whatsoever for such non-acceptance.

• If **products get depreciated/damaged/destroyed** during supply or transportation or installation, they will **not be received**. If such damaged products are found at a later stage, recovery will be made from the quotationer(s) as per rates offered including imposing necessary penalties/fines as the undersigned deems fit.

• **L1 bidder** will be selected based on the **overall rate quoted**, not for individual items in case of more than **1 item.**

• Materials will have to be supplied by the quotationer themselves following the **standard and specification or brand** as fixed by the office of the undersigned or his higher officials.

• 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/her control such as **acts of God, natural calamities, civil wars, fire, strike, frost, floods, riots**, etc.

• After **successful completion** of works/supply up to the satisfaction of the undersigned, **80% payment** will be made as per Finance Department's **G.O. No. 4679-F(Y) dated 21.11.2022**, after necessary deductions. The remaining **20% will be released** only after confirming that necessary **GST returns have been filed by the supplier** and reflected against the GSTIN of

सत्यमेव जयते

West Bengal Forest Development Corporation Limited

Office of the Divisional Manager, Kolkata Forest Corporation Division
ARANYA BIKASH, KB- 19, Sector – III, Salt Lake City, Kolkata-700 106
CIN: U02005WB1974SGC029535, GSTIN:19AAACW3562A9ZC

Kolkata Forest Corporation Division (as per **Office Order No. 932/1A-254/2022 dated 05.04.2022 of the Managing Director, WBFDC Ltd.**).

• **West Bengal Forest Development Corporation Limited, Kolkata Forest Corporation Division, or any staff of the Division shall in no way be held responsible** under any circumstances for accident/death of any labourer/driver etc., due to any reason whatsoever, or damage of vehicle/other property engaged by the contractor during delivery of goods & articles. No liability of compensation can be fixed upon them.

Terms & Conditions

1. The supplier shall supply, install, test and commission **one (01) EPABX System with 04 Trunk Lines and 24 Extensions** strictly as per the specifications mentioned in the quotation.
2. The quoted rate shall be **comprehensive and inclusive of all applicable taxes, duties, transportation, installation, cabling, connectivity, accessories, testing and commissioning charges**.
3. The EPABX system shall be supplied as a **complete and operational system**, including all standard components and accessories required for its proper functioning.
4. The supplier shall undertake complete installation and commissioning of the system at **Aranya Bikash, KB-19, Sector–III, Kolkata–700106**.
5. All necessary cabling, connectors, termination, wiring and other installation accessories required for connecting the trunk lines and extensions shall be provided by the supplier within the quoted rate.
6. The supplier shall ensure proper functioning of all **04 trunk lines and 24 extensions**, including incoming calls, outgoing calls, internal communication and call transfer facilities.
7. After installation, the supplier shall carry out necessary **testing and commissioning** in the presence of the authorised representative of this Division.
8. The supplier shall provide a **demonstration of the installed system** and explain its basic operation and functions to the concerned office staff.
9. Any defect or malfunction noticed during installation, testing or commissioning shall be rectified/replaced by the supplier **at their own cost**, without any additional charge to WBFDCL.
10. The supplier shall provide the applicable **warranty for the EPABX system and supplied accessories**. During the warranty period, defects arising from manufacturing or installation shall be attended to and rectified by the supplier without additional cost.
11. The supplier shall provide necessary **user manuals, technical documents and warranty documents**, wherever applicable, along with the supplied system.
12. The work shall be completed within the **stipulated period specified in the quotation/work order**. Any delay shall require prior intimation to and approval of the competent authority.

सत्यमेव जयते

West Bengal Forest Development Corporation Limited

Office of the Divisional Manager, Kolkata Forest Corporation Division
ARANYA BIKASH, KB- 19, Sector – III, Salt Lake City, Kolkata-700 106
CIN: U02005WB1974SGC029535, GSTIN:19AAACW3562A9ZC

Annexure – I
Quotation No. 29,Memo no. 878/2-40/22-23/P-III/26-27

Number Of Lines Supported	24
Features	1) Incoming calls through trunk lines with facility for transferring calls to the required extensions 2) Facility for outgoing calls through the available trunk lines 3) Facility for transferring incoming/internal calls between extensions 4) Facility for communication between connected extensions 5) Necessary connectivity, termination and accessories required for commissioning the system shall be provided by the supplier
Warranty	1 Year
Technology	digital
Extn Max	supports up to 128
Type	Digital
Trunk Lines	04 Trunk Lines

(Satyajit Roy, WBFS)
Divisional Manager
Kolkata Forest Corporation Division