

**West Bengal Police Directorate
Bhabani Bhawan, Kolkata-700027.**

e-Tender Notice No. WBDP/ Hardware Items /NIT-03/2025-26

The Director General & Inspector General of Police, West Bengal, having his office at West Bengal Police Directorate, Bhabani Bhawan, 2nd Floor, Alipore, Kolkata-700027, on behalf of Governor of West Bengal, **invites e-tender for procurement of various items for Mobile Surveillance System for Law & Order and Investigation Intervention in the financial year 2025-26** as per details in the Tender document, hereinafter called Notice Inviting e-Tender (NIT). Rates should be quoted in the standardized BOQ format. NIT Details may be seen & downloaded from the website <https://wbtenders.gov.in> and in the website of West Bengal Police, www.wbpolice.gov.in. For any query, one may contact Procurement Cell, West Bengal Police Directorate, Bhabani Bhawan, 31, Belvedere Road, Kolkata-700027, during office hour on any working day (Ph. No. 033-2479-4035/36/56/57, Extn. 2222 & email id – dig-prov@policewb.gov.in). If any rectification is required, corrigendum/addendum will be published in websites www.wbpolice.gov.in & <https://wbtenders.gov.in>.

Relevant documents may be downloaded on line from 16.09.2025 (Tuesday) after 17:00 hrs. Bid submission closing date (online) i.e. the last date of submission of the bid is 21 days from the publication of the Tender Notice in the Newspaper.

Pre-bid meeting on 24.09.2025 (Wednesday) at 12:00 hrs at Procurement Cell, Ground floor, Alipore, Kolkata-27.



**Deputy Inspector General of Police
(Provisioning)
West Bengal, Bhabani Bhawan,
Alipore, Kolkata- 700027.**

SECTION-A

QUALITATIVE REQUIREMENTS (QRs) / SPECIFICATION OF various items for Mobile Surveillance System for Law & Order and Investigation Intervention in the financial year 2025-26 :-

<i>Laptop</i>		
<i>Sl No</i>	<i>Parameter</i>	<i>Description</i>
1.	Processor	Intel I7
2.	Operating System	Windows 11 Professional
3.	Type of RAM	DDR5
4.	RAM Size	32 GB
5.	Total Number of DIMM slots Available	2
6.	RAM Expandability up to	64
7.	Type of Storage Drive	NVMe – SSD
8.	Capacity of Storage Drive	1024 GB
9.	Display Size & Technology	15-inch FHD LED
10.	Minimum Resolution of Webcam	HD-1024p
11	Operating Humidity (in percentage)	10 to 90

Portable Printer with Scanner

Sl No	Parameter	Description
<u>Generic</u>		
1.	Core Function of the Printer	Print, Scan,
2.	Print Technology	Inkjet
3.	Cartridge Technology	Ink Cartridge/Bottle/Ink tank
4.	Operating System Compatibility	Windows 10 and above, Linux, Mac OS
5.	RAM Size (MB)	256
<u>Printing</u>		
6.	Print Paper Size	A4 and Legal
7.	Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size –Monochrome (Black) (in PPM)	11 to 15
8.	Auto Duplexing Printing/Coping (2-Sided Feature)	Yes
<u>Scanning</u>		
9.	Maximum Scan Area (Platen / Flatbed Size)	A4 and Legal
10.	A4 Scan Speed – Mono (Image Per Minute) @ 300x300 dpi	6 to 10
11.	Scan to Functions	Folder, Email
<u>Copying</u>		
12.	Reduction and Enlargement Feature	Yes
<u>Paper Handling</u>		
13.	Original Document Feeder Type (For Scanning and Copying)	Automatic Document Feeders (ADF)
14.	Feeder Capacity (Number of Sheets) (For Scanning and Copying)	31 to 40
15.	Total Paper Tray Combined Capacity (Number) at 75 GSM	201 to 300
<u>Connectivity</u>		
16.	Connectivity	USB Port, Ethernet Port, Wi-Fi
<u>Performance</u>		
17.	Minimum Yield of the Cartridge/Ink/Toner supplied with Machine for Black (Number of Prints)	1500
18.	Minimum Yield of the Cartridge/Ink/Toner supplied with Machine for Cyan, Yellow and Magenta Colour ((Number of Prints)	1000
<u>Environmental</u>		
19.	Operational Temperature (Degree C)	5° to 40°
20.	Operating Humidity (%RH)	20 to 80
<u>Dimension</u>		
21.	Standard Machine Weight with Single Tray (in Kg)	7.7

Multi-Functional Printer

Sl No	Parameter	Description
<u>Generic</u>		
1.	Core Function of the Printer	Print, Scan,
2.	Print Technology	Inkjet
3.	Cartridge Technology	Ink Cartridge/Bottle/Ink tank
4.	Operating System Compatibility	Windows 10 and above, Linux, Mac OS
5.	RAM Size (MB)	256
<u>Printing</u>		
6.	Print Paper Size	A4 and Legal
7.	Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size –Monochrome (Black) (in PPM)	11 to 15
8.	Auto Duplexing Printing/Coping (2-Sided Feature)	Yes
<u>Scanning</u>		
9.	Maximum Scan Area (Platen / Flatbed Size)	A4 and Legal
10.	A4 Scan Speed – Mono (Image Per Minute) @ 300x300 dpi	6 to 10
11.	Scan to Functions	Folder, Email
<u>Copying</u>		
12.	Reduction and Enlargement Feature	Yes
<u>Paper Handling</u>		
13.	Original Document Feeder Type (For Scanning and Copying)	Automatic Document Feeders (ADF)
14.	Feeder Capacity (Number of Sheets) (For Scanning and Copying)	31 to 40
15.	Total Paper Tray Combined Capacity (Number) at 75 GSM	201 to 300
<u>Connectivity</u>		
16.	Connectivity	USB Port, Ethernet Port, Wi-Fi
<u>Performance</u>		
17.	Minimum Yield of the Cartridge/Ink/Toner supplied with Machine for Black (Number of Prints)	1500
18.	Minimum Yield of the Cartridge/Ink/Toner supplied with Machine for Cyan, Yellow and Magenta Colour (Number of Prints)	1000
<u>Environmental</u>		
19.	Operational Temperature (Degree C)	5° to 40°
20.	Operating Humidity (%RH)	20 to 80
<u>Dimension</u>		
21.	Standard Machine Weight with Single Tray (in Kg)	7.7

Section-B
Terms & conditions

Approximate requirements of equipments are furnished below: -

<i>SI NO.</i>	<i>Name of Items</i>	<i>Quantity (Indicative)</i>
01	Laptop	147 (One Forty-Seven)
02	Portable Printer with Scanner	147 (One Forty-Seven)
03	Multi-Functional Printer	147 (One Forty-Seven)

Note- Tender Inviting Authority holds the discretionary power to **increase/decrease/cancel** the above-mentioned item during any stage of the e- Tendering process.

- Tender will not be considered unless following documents are submitted along with the tender: -
 - Scanned copy of **Earnest Money Deposit** of fixed sum of Rs. **7,00,000/-** (Rupees Seven Lakhs) only to be **deposited through online either** using Net Banking or NEFT/RTGS, must be uploaded on e-tender portal in terms of Memorandum No. 3975-F(Y) dated 28th July, 2016 of Finance Department, Audit Branch, Government of West Bengal.
 - Valid Trade License, TAX Clearance Certificates, GST Number, PAN No. and P. Tax Submission documents (wherever applicable).
 - The Earnest Money of the bidder will be forfeited on account of one or more of the following reasons:
 - Applicant withdraws the proposal during the validity period of bid specified in E-Tender document.
 - Applicant does not respond to requests for clarification of its proposal/substandard works.
 - Applicant fails to provide required information during the evaluation process or is found to be non-responsive.
 - In case the successful applicant/bidder (the L-1), fails to sign the Agreement in time; or furnish Security Deposit within stipulated time.
 - In case any provisions of this tender/NIT are found violated.
 - EMD exemption is allowed in this tender.** If any Bidder is exempted from payment of EMD, copy of relevant Government Order needs to be furnished and **have to be uploaded online.**
- Bidders (Original Equipment Manufacturers or their Authorized Dealers) will be bound to supply articles according to the specification of the equipment as shown above as Section-A in the accepted rates failing which, the firm will be blacklisted with the forfeiture of Earnest Money Deposit or any other penalty as imposed by the competent authority.
- The Financial Offer of the prospective Bidder will be considered only if the Technical Bid of the Bidder is found qualified by the 'Tender Evaluation Committee' chaired by the **DIG (Provisioning), WB**. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect.

4. **Security Deposit**

On being found to be the L-1 bidder in the financial bid, the L-1 Bidder on receipt of such notice from this office shall submit the Security Deposit @ 3% of **total contract amount** in the form of Bank Guarantee from a Bank in acceptable form in favour of "WB Govt. Pooling A/C For Performance Guarantee", A/C no- 000605030134, IFSC code- ICIC00000006, MICR code- 70229002, Branch Address- ICICI Bank, 22 R.N. Mukherjee Road, Kolkata-700001 within 10 (Ten) days from issuing of such notice. Security deposit will also be treated as **Performance Bank Guarantee (PBG)** and shall valid for the period of **36** months of warranty period from the date of complete delivery of goods onsite. The L-1 bidder should produce the Security Deposit Challan/Certificate to the notice issuing authority for being considered for issue of AOC/Supply Order in his/her favour.

If the L-1 bidder does not submit Security Deposit within the stipulated time mentioned above and or remains non-responsive, the EMD submitted by him/her will be forfeited and suitable action as deemed fit including blacklisting of the bidder will be taken by the Tender Inviting Authority. In such cases, goods may also be procured from any other bidder.

Exemption from Security Deposit for Bidders who are registered with S.S.I. Unit / N.S.I.C. Ltd./ MSME Unit for the TENDERED ITEMS will be entertained only on the basis of Government Order/ Relevant Documentation providing such exemption from supplied Government Entities.

5. **Delivery & Warranty:**

a) The L-1 bidder in the financial bid shall provide undertaking in **a Non judicial stamped paper of Rs. 100/- onsite** comprehensive warranty of **36 months**. Sufficient spares should be available in stock of the supplier and certificate for availability of spares for at least 03 years after warranty period.

b) The warranty period for the equipment will commence from the date of complete delivery of the equipment.

c) Delivery of the equipments shall not be treated as complete till the period it has been fully delivered by the L-1 bidder at the places indicated in the AOC/Supply Order and the same has been satisfactorily verified / inspected by a Committee /representatives of the Tender Inviting Authority. No payment will be released to the bidder in absence of such inspection/verification report.

d) The currency in which payments shall be made to the Supplier under this Contract shall be Indian Rupees. Payments shall be made promptly as far as possible **SUBJECT TO AVAILABILITY OF FUNDS FROM THE Government**. No advance payment or Interest on contract price shall be made. Standard TDS as applicable will be deducted during payment.

6. The list of Qualified Bidders in each stage will be displayed in the website.
7. In the event of non-supply of article or if article supplied by the manufacturers and or their authorized dealers is found to be sub-standard, the Tender Inviting Authority may without notice to the manufacturers and or their authorized dealers, purchase the article required from elsewhere. Any loss incurred by reason of the price paid for such article above the schedule price or any other loss or expenses incurred by reason of such default on the part of the manufacturers and or their authorized dealers may be deducted from the bills or any money payable to the manufacturers and or their authorized dealers or from the Earnest Money Deposit of the concerned manufacturers and or their authorized dealers.
8. Refund of EMD: The Earnest Money of all the unsuccessful tenders deposited will be refunded automatically through the website after rejection.
9. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' and Terms & Conditions.
10. Conditional / Incomplete tender will not be accepted under any circumstances.
11. Intending tenderers are required to quote the rate online (**BOQ**).
12. **The Bidder must have a registered office in Kolkata/Durgapur/Siliguri with documentary evidence (to be uploaded mandatorily).** Communication details shall be mentioned.
13. Before issuance of the SUPPLY ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer, is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.

Section-C
Qualification Criteria

The "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria mentioned in the "Terms & Conditions".

The eligibility of a bidder will be ascertained on the basis of the document(s) in supports of the minimum criteria as mentioned in "Terms & Conditions" and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice.

Tentative Date & Time Schedule

Sl. no.	Items	Scheduled date(s)
1.	Start of downloading Documents /Tender publishing/floating (online).	16.09.2025 (Tuesday) after 17:00hrs.
2.	Date of holding pre-bid meeting with the prospective bidders.	24.09.2025 (Wednesday) at 12:00hrs.
3.	Bid submission start date (on line).	19.09.2025 (Friday) at 17:00hrs.
4.	Bid submission closing (on line).	13.10.2025 (Monday) at 12:00 hrs.
5.	Date of opening of Technical Bid (On line).	15.10.2025 (Wednesday) at 13:00hrs.
6.	Evaluation of documents by Tender Evaluation Committee (Offline) at Bhabani Bhawan, Alipore, Kolkata-27.	Will be informed later on.
7.	Date of uploading list of Technically Qualified Bidders (On line)	Will be informed later on.
8.	Date of Opening of Commercial Bid (On line)	Will be informed later on.
9.	Date of uploading of list of qualified Bidders in Commercial Bid along with the approved rate on the Website.	Will be informed later on.

Section-D
Instructions to Bidders

General guidance for E-Tendering:

The following instructions / guidelines for electronic submission of tenders for assisting the manufacturers and or their authorized dealers to participate in e-Tendering:

- I. **Registration of Contractor:** Any manufacturers and or their authorized dealers willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-procurement system, through logging on to <https://wbtenders.gov.in>.
- II. **Digital Signature Certificated (DSC):** Each manufacturer and or their authorized dealers is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders for the approval service of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the web site stated in Clause-I above. DSC is given as a USB e-Token.
- III. The manufacturers and or their authorized dealers can search and download the NIT and Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause-I using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
- IV. **Submission of Tenders:** Tenders are to be submitted through online to the web site stated in Clause-I in two folders at a time, one in Technical Proposal & the other in Financial Proposal within the prescribed date & time using the Digital Signature Certificate (DSC). Digitally signed copies of the documents are to be uploaded. The documents will get encrypted (transformed into non readable formats).
- V. **Online Payment:** - For online payment of EMD, please go through the guidelines given at wbtenders.gov.in and follow the Govt. Notifications in the matter.
- VI. **Technical Proposal:** The Technical Proposal should contain scanned copies of the following two covers (folders):
 - a) **Statutory Cover** Containing the following documents –
 - i. NIT
 - ii. Application Form: Must be filled up properly in company's Letter Pad, and the same must be scanned and digitally signed and uploaded as per Annexure- A, given below:

b) **Non-Statutory Cover** Containing the following documents –

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate (s)	Certificate(s)	✓ TAX Registration Certificate & Acknowledgement ✓ GST Number ✓ PAN ✓ P.Tax (Challan) ✓ Latest IT Receipt
B.	Company Detail(s)	Company Detail	✓ Proprietorship Firm (Trade License) ✓ Partnership Firm (Partnership Deed, Trade License) ✓ Ltd. Company (Incorporation Certificate, Trade License) ✓ Society (Society Registration Copy, Trade License)
C.	Balance Sheet	PL & Balance Sheet: FY-2022-23, 23-24 & 24-25	Details
D.	Credential	Credential – 1	Similar nature of work done & completion certificate worth minimum Rs. _____/- Prescribed format given below: -

Credential

Sl. No.	Name of Organization To whom supplied	Name of items	Qty.	Amount	Supply Order Number & Date	Supply date of complete Items	Reason of delay if any	Remarks
01								

- Minimum Average Annual Turnover of the Bidder for last 03 years – 02 Crore & Bidders mandatorily have to submit at least a single PO of Rs 1 crore or more supplied to any Government Organizations as credential.**
- Training and Demonstration will be imparted by Supplied Bidder to Equipment handlers free of cost after material acceptance of the full consignment. Any cost regarding such training will be borne by Supplied Bidder only.**
- The Bidder or its Associated Firms shall never have been Blacklisted by any State/Central govt. An undertaking in this regard must be submitted along with Bid.**
- Participating Bidders must quote in BOQ as single Unit Consolidated Rate considering all items (Laptop+ Portable Printer+ Multi-Functional Printer) mandatorily. L1 Bidder will be evaluated on lowest Consolidated Unit Rate quoted for all items in Tender. Any violation regarding the said clause will lead to rejection of Bid.**

VII. **Financial Proposal:**

- a) **BOQ:** The Financial Proposal should contain Bill of Quantities (BOQ) in one covered Excel format. The manufacturers or their authorized dealers is to quote the rate online in Indian Rupees per Unit **including** all charges such as freight/delivery charges etc.
- b) **Price bid shall be quoted in the BOQ only and not on any other document.**

Opening & Evaluation of Tender:

- I. **Opening of Bid Proposal:** A Tender Evaluation Committee comprises of selected officers, who will open bid of the Tender.
- II. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.
- III. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded and handed over to the Tender Evaluation Committee.
- IV. Summary list of items –wise technically qualified tenderers will be uploaded online.
- V. Pursuant to scrutiny and decision of the Tender Evaluation Committee the Summary List of eligible tenderers and the serial number of items for which their proposal will be considered & uploaded in the web portal.
- VI. During evaluation the committee may summon the tenderers and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their proposals will be liable for rejection.
- VII. Financial Bid of item-wise Technically Qualified Bidders will be opened and the L-1 Bidder (Lowest bid) will be considered for the AOC after observing all formalities.
- VIII. **Rejection of Bid:** The e-Tendering committee chaired by the DIG(Provisioning), West Bengal reserves the right to reject any / or all the tendered rates without assigning any reason and not to place any orders even after selection and is not liable for any cost that might have incurred by any bidder at the stage of bidding and also reserves the right to divide the contract amongst any number of tenderers, if required so and to place order for more or less than the quantity mentioned in the forecast requirement. The said committee does not bind himself to accept the lowest rate.
- IX. All the Equipments should be supplied at the place as given in the supply order and if not otherwise directed the entire supply must be completed between **30 days** from the date of Issuance of Supply Order. Otherwise, deposited Security Deposit will be forfeited.
- X. Bid Validity- 365 days from the date of start of online bid submission.



**Deputy Inspector General of Police
(Provisioning)
West Bengal, Bhabani Bhawan,
Alipore, Kolkata- 700027.**

(To be given on Company Letter Head)

Annexure-A

TENDER CONDITIONS ACCEPTANCE LETTER

Date:

To,
**The Director General & Inspector General of Police,
West Bengal,
Bhabani Bhawan,
31, Belvedere Road, Kolkata-700027**

Sub: Acceptance of Terms & Conditions of Tender.

e-Tender Notice No. WBPD/ Hardware Items /NIT-03/2025-26

Name of Tender / Work: **e-tender for procurement of various items for Mobile Surveillance System for Law & Order and Investigation Intervention in the financial year 2025-26.**

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely.....as per your advertisement, given in the above-mentioned website(s).
2. I have read the entire tender documents (NIT, Annexure, Specifications, other documents) and I / We hereby unconditionally accept and will abide by all the terms and conditions given in various paragraph of NIT for consideration of my application/tender for supply of the goods.
3. The corrigendum(s)/addendum(s) issued from time to time by your department/ organizations too have also been taken into consideration, while submitting this acceptance letter.
4. In case any provisions of this tender are found violated, your department/ organization shall be at liberty to reject this tender/bid including the forfeiture of the full said Earnest Money Deposit and or Security Deposit (in case my firm/agency is selected for award of contract) absolutely and or withhold the payment fully or partly and we shall not have any claim/right against department in satisfaction of this condition.
5. All the information submitted for this tender by me on behalf of my firm/agency is correct & in the event of the information submitted by me for participating in this tender is found to be false or fabricated in any manner whatsoever, I may be suspended and/or debarred from the Tender at any stage without being compensated or otherwise.
6. The Tender Inviting Authority shall be at liberty to impose such penalty as it deems fit in case my agency withdraws the bid offered, at any stage of the tender.
7. My Agency will undertake the assignment, in accordance with the Specifications and Work detailed in the NIT document and at the cost submitted by my agency in the financial proposal.

8. My firm does not owe any amount to the Government in the past and there are no Government dues outstanding against us.
9. All my offered Items fully satisfy the specifications detailed in the NITs.
10. We are not blacklisted by any of the Government Organizations / PSUs / Autonomous bodies.
11. My firm is duly registered under the "Indian Partnership Act" (please strikethrough, if not applicable)

Yours faithfully,

Signature of the Bidder_____

Name (in Bold Letters) _____

Designation_____

Official Seal

Submission of OEM Authorization Certificate (MAF) in a prescribed format (**Annexure-B**) is **mandatory** for this e-Tender & **to be separately uploaded online.**

Annexure- B

MANUFACTURER'S AUTHORIZATION LETTER (MAF)
[if applicable]

e-Tender Notice No. WBPD/ Hardware Items /NIT-03/2025-26

The Director General & Inspector General of Police,
West Bengal,
Bhabani Bhawan,
31, Belvedere Road, Kolkata-700027.

WHEREAS _____ who are official producers of _____ and _____ having production facilities at _____ do hereby authorize

_____ located at _____
(hereinafter, the "Bidder") to submit a proposal of the following Products produced by us, for the Supply Requirements associated with the above Tender

When resold by _____ these products are subject to our applicable standard end user warranty terms.

We assure you that in the event of _____, not being able to fulfil its obligation as our Service Provider in respect of our standard Warranty Terms we would continue to meet our Warranty Terms through alternate arrangements and also provide spares in accordance with the Tender.

We are not blacklisted by any by any of the Government Organizations / PSUs / Autonomous bodies.

Name: _____ In the capacity of _____

Signed _____

Duly authorized to sign the authorization for and on behalf of _____

Dated on _____ day of _____, _____

Note: This letter of authority must be on the letterhead of the manufacturer, must be signed by an authorized person of the organization who is competent and having the power of attorney to bind the Producer, and must be included by the Bidder in its bid as specified in the Instructions to Bidders.