



West Bengal Cooperative Milk Producers' Federation Limited  
LB-2, Sector-III, Salt Lake City, Kolkata-700 106.

**Phone No:** (033)23352844/60 **FAX:** (033) 23352896  
e-mail: mail@benmilk.com Website: www.benmilk.cm

Ref No. 10/1(ADM)/25/AMC-Comp/Quotation/ 052

Date: 05.02.2026

#### NOTICE

West Bengal Cooperative Milk Producers' Federation Ltd invites sealed quotations from interested **bonafide & reputed firms** for Comprehensive (except the gadgets under warranty) Annual Hardware Maintenance support for Computer & its accessories at Head Office of West Bengal Cooperative Milk Producers' Federation Ltd at LB-2, Sector III, Salt Lake City, Kolkata-700106.

Before submission of quotation, the intending bidders should inspect each & every equipment (**as listed in Annexure -A**) proposed to be put under Comprehensive Annual Maintenance Contract.

The quotations should be submitted as per the following terms and conditions as detailed below:

#### Terms & Conditions

1. The participating bidder have to submit Self-attested Photocopy of PAN Card, Self-attested photocopy of Trade License, Self-attested photocopy of 15digit Goods & Services Taxpayers Identification No.(GSTIN), List of Clients & at least three credentials during last three years from Govt. / Govt. undertaking /Autonomous Body in the sealed cover .
2. No quotation will be accepted, if the same is not supported with all the above documents.
3. **The offered rate should be against each IT Product (CPU+ Monitor/Printer/UPS/ Scanner irrespective of make/model) to be covered under AMC/Warranty and also in Lump (i.e. Total) per year. GST, if any, is to be mentioned separately. The offer rate is to be submitted in Annexure -B format.**
4. The Comprehensive Annual Hardware Maintenance support means responsibility for maintenance of all the components of the aforementioned computers including free replacement of failed component by the same or higher technology to keep it operational and support of licensed version Software Operating System & other applications.
5. The contract period will be valid for **One year** and the period may be extended or curtailed at the discretion of the undersigned and requirement.
6. **The successful firm will have to attend any call within 6(Six) hours from the time of call. In the event of non-satisfactory performance, the work order will be terminated forthwith.**
7. The Agency should normally carry out preventive maintenance once in every three months.
8. One or more standby units have to be provided by the Agency if the problem reported is not rectified within 48 hours.
9. Any bidder fail to quote in any item should be treated as disqualified.
10. The bidder found lowest in total value should be accepted.

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11. Payment would be made in two part i.e. 50% at start of Contract period consisting of (the total maintenance charge plus GST in full) and the rest amount at the end of Contract period consisting of (50% of the maintenance charge) subject to satisfactory performance during the contract period and fulfilment of other terms and conditions.
12. Sealed quotation super scribing "Quotation for AMC for Computer & its accessories" along with name & address with PIN, Phone No /Fax No., etc. of the Bidder addressing to "The Managing Director, West Bengal Cooperative Milk Producers' Federation Ltd, LB-2 Sector-III, Salt Lake City, Kolkata: 700106" should be submitted in the receipt section of the West Bengal Cooperative Milk Producers' Federation Ltd. within **17<sup>th</sup> February, 2026 at 02.00 pm.**
13. Received sealed quotation will be opened at the office of the West Bengal Cooperative Milk Producers' Federation Ltd on **17<sup>th</sup> February, 2026 at 03.00 pm.** onward. The participant's bidders may be present at the time of open of the quotation.
14. The West Bengal Co-Operative Milk Producers' Federation Ltd. reserves full rights to cancel the contract subject to non-satisfactory performance of the work.
15. In case of any dispute between WBCMPFL and the service provider, the decision of WBCMPFL shall be final and binding.
16. The West Bengal Co-Operative Milk Producers' Federation Ltd. reserves full right to accept or reject any quotation/all quotations or to cancel the entire process, at any stage, without assigning any reason thereof.

Digitally signed by  
Abhijit TUKARAM Shevale  
Date: 03-02-2026  
16:40:12

Managing Director  
West Bengal Co-operative Milk  
Producers' Federation Limited

Ref. No. 10/1(ADM)/25/AMC-Comp/Quotation/ **052**  
Copy forwarded for wide circulation to:

Date: **05.02.2026**

1. Managing Director, Banglar Dairy Limited.
2. Director, AH & VS, ARD Deptt. Govt. of West Bengal, Salt Lake, Kolkata: 700106
3. Chief Executive Officer, Paschim Bangla Go Sampad Bikas Sanastha, Saltlake, Kolkata.
4. Managing Director, WBLDC, Salt Lake, Kolkata: 700106.
5. Website of West Bengal Milk Federation.
6. Notice Board of Federation.

Sd/-  
Managing Director  
West Bengal Co-operative Milk  
Producers' Federation Limited



**Annexure - A**  
**List of functional Computers & it's accessories (Configuration of Computers, Printers, UPS and Scanner)**

SI No.	NAME OF THE USER	Configuration Details				
		Computer	Monitor	Printer	UPS	Scanner
1	Managing Director	HP 400 G9 MT Intel Core i5 12500/8GB Ram/ 512 GB SSD/1000GB HDD/ Windows 11 Professional/ 21.5 Inch Monitor	LCD	HP Color Laser Jet Mngd E45028dn	UPS 600 WVA Luinious	-
2	OSD	HP Intel core i3-3.60 GHz/4 GB RAM/HDD/HP KBD & Mouse / Monitor	LCD	HP Laserjet P1007	APC-UPS 600 VA	-
3	JRCS	HP Intel Core 13-3.90 GHz / 4 GB RAM / 1TB HDD /DVD-RW/Dell mouse & KBD / Dell Monitor 18.5"	LCD	HP Laserjet M1136 (MFP)	APC-UPS 600 VA	-
4	AD, ARD (Fodder)	HP 400 G9 MT Intel Core i5 12500/8GB Ram/ 512 GB SSD/1000GB HDD/ Windows 11 Professional/ 21.5 Inch Monitor	LCD	LASER JET MFP 136A	UPS 600 WVA Luinious	-
5	CDO	HP 400 G9 MT Intel Core i5 12500/8GB Ram/ 512 GB SSD/1000GB HDD/ Windows 11 Professional/ 21.5 Inch Monitor	LCD	LASER JET PRO M128FW	UPS 600 WVA Luinious	-
6	Assistant Manager (Acct)	HP 400 G9 MT Intel Core i5 12500/8GB Ram/ 512 GB SSD/1000GB HDD/ Windows 11 Professional/ 21.5 Inch Monitor	LCD	HP Laserjet -M1136 MFP	UPS 600 WVA Luinious	HP Scanjet Pro 3000s4
7	MIS Officer	HP 400 G9 MT Intel Core i5 12500/8GB Ram/ 512 GB SSD/1000GB HDD/ Windows 11 Professional/ 21.5 Inch Monitor	LCD	Canon LBP6030 printer	UPS 600 WVA Luinious	-
8	Assistant Account	HP 200 G3 AIO: Intel Core i3 2.20 GHz/8GB RAM/HDD/HP Mouse & KBD / HP Monitor	LCD	-	APC-UPS 600 VA	-
9	Jr. Assistant	FOXIN Pentium Dual Core- 2.50GHz/2 GB RAM/ HDD/Logitech Mouse & TVS KBD/HP Monitor	LCD	-	-	-
10	Assistant (P)	LG Intel core i3 3.60 GHz / 4 GB RAM/ HDD/ Samsung monitor / HP Kbd/ Logitech Mouse	LCD	-	-	-
11	Account Personnel	DELL Intel core i3-3.20 GHz/4 GB RAM / 500 GB HDD/DVD- RW/Microsoft KBD & Logitech Mouse / LG 18.5" Monitor	LCD	HP Laserjet - 1020	-	-
12	Internal Auditor	SAMSUNG intel (R)Core i3-8100 CPU @ 3.60 GHz, Mouse &Kbd	LCD	-	-	-
13	Laptop	HP		-	-	-
14	Reserved 1	FOXIN Pentium Dual Core 2.70GHz/3 GB RAM/ HDD/TVS KBD/Logitech Mouse/ LG Monitor	LCD	HP Laserjet Pro MFP M132a	UPS 600 WVA Luinious	-
15	Reserved 2	Wipro /Dule Core /Dos/ RAM 4 GM/ HDD 256/ Monitor WIPRO 18.5 A180WE	LCD	-	UPS 600 WVA Luinious	-
<b>Total</b>		<b>15</b>	<b>14</b>	<b>9</b>	<b>10</b>	<b>1</b>

Sd/-  
MD, WBCMPFL



**Annexure - B****(To be submitted in your letter head)****Each IT Product wise (CPU+ Monitor/Printer/UPS/ Scanner irrespective of make/model) rate to be quoted**

SI No.	NAME OF THE USER	Computer	Monitor	Printer	UPS	Scanner	Quoted Rate (Rs.)
1	Managing Director	HP	LCD	YES	YES	NO	
2	OSD	HP	LCD	YES	YES	NO	
3	JRCS	HP	LCD	YES	YES	NO	
4	AD, ARD (Fodder)	HP	LCD	YES	YES	NO	
5	CDO	HP	LCD	YES	YES	NO	
6	Assistant Manager (Acct)	HP	LCD	YES	YES	YES	
7	MIS Officer	HP	LCD	YES	YES	NO	
8	Assistant Account	HP	LCD	NO	YES	NO	
9	Jr. Assistant	FOXIN	LCD	NO	NO	NO	
10	Assistant (P)	LG	LCD	NO	NO	NO	
11	Account Personnel	DELL	LCD	YES	NO	NO	
12	Internal Auditor	SAMSUNG	LCD	NO	NO	NO	
13	Laptop	HP	-	NO	NO	NO	
14	Reserved 1	FOXIN	LCD	YES	YES	NO	
15	Reserved 2	WIPRO	LCD	NO	YES	NO	
<b>Total Amount in lump (Figure)</b>							<b>Rs.</b>
<b>Tax if any</b>							<b>Rs.</b>
<b>Total Amount (Figure)</b>							<b>Rs.</b>
<b>Total Amount (Word)</b>							<b>Rs.</b>

**Signature of the Bidder:****Date :****Stamp:**