

# **WEST BENGAL STATE COOPERATIVE BANK LTD**



## **REQUEST FOR PROPOSAL (RFP)**

**For**

**Supply, Installation and Support of  
IT Hardware at the Bank's Head Office and Branch locations.**

**The West Bengal State Cooperative Bank Ltd.**

**REF NO.: HO/MD/1250**

**RFP RELEASE DATE: 24/08/2026**

## **Disclaimer**

The information contained in this RFP document, or any information provided subsequently to the bidder(s) whether verbally or in documentary form by or on behalf of The West Bengal State Co-operative Bank (WBSCB) is provided to the bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided. This RFP is neither an agreement nor an offer and is only an invitation by WBSCB to the interested parties for submission of bids. The bidder will be solely responsible for the execution of this project. The purpose of this RFP is to provide the bidder with information to assist in the formulation of their proposals. While effort has been made to include all information and requirements of WBSCB with respect to the solution requested, this RFP does not claim to include all the information the bidder may require. The bidder should conduct its own investigation and analysis and should check the accuracy, reliability, and completeness of the information in this RFP and wherever necessary obtain independent advice. WBSCB makes no representation or warranty and shall incur no liability under any law, statute, rules, or regulations as to the accuracy, reliability, or completeness of this RFP. WBSCB may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP.

## **NOTICE INVITING TENDER(NIT)**

Request for Proposal (RFP) for for Supply and Installation of Desktop Computers along with all accessories including monitor (of same OEM) & LaserJet Printers and MultiFunctionPrinter, One (1) Passbook Printer to be installed at Branches /HO of the Bank.

Sealed tenders are invited from reputed and experienced vendors and the last date of submission of the bids through online in e-procurement site of Govt. of west Bengal i.e [www.wbtenders.gov.in](http://www.wbtenders.gov.in) within 04<sup>th</sup> September 2026 upto 3 PM.

The selected bidder who will participated in the said RFP are requested to supply the respective product at respective locations of the Bank as mentioned in the RFP within Three (3) weeks after awarding of the work order received from our Bank.

The tender document along with detailed terms and conditions is available at Bank's website i . e [www.wbstcb.bank.in](http://www.wbstcb.bank.in) or [www.wbtenders.gov.in](http://www.wbtenders.gov.in).

The selected bidder shall be responsible for the supply, installation, and provision of onsite support services for a period of Three (03) years commencing from the date of successful installation.

**Sd/-**

**Managing Director**

**The West Bengal state Co-operative Bank Limited**

**Kolkata – 700069**

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## 1. Tender Highlights

| PARTICULARS                                                                                                                    | DEADLINE                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|
| Project Name                                                                                                                   | RFP for Supply, Installation and Support of IT Hardware at the Bank's Head Office and Branch                       |
| RFP Inviting Bank                                                                                                              | The West Bengal State Cooperative Bank Ltd. (WBSCB)                                                                |
| RFP Reference No:                                                                                                              | HO/MD/1250 Dated: 24/08/2026                                                                                       |
| Availability of RFP document                                                                                                   | 25-08-2026<br>To be downloaded from The West Bengal Government eProcurement System Website 'www.wbtenders.gov.in'  |
| Cost of the Tender document (non-refundable) by NEFT/Online Transfer to account as per the details given in e-tendering portal | <b>INR 10,000/- + INR 1800/- (GST) = INR 11,800/-</b><br>(Rupees Eleven Thousand Eight Hundred Only)               |
| Earnest Money Deposit by NEFT/Online Transfer to account as per the details given in e-tendering portal                        | <b>INR 100,000/- (Rupees One lac Only)</b>                                                                         |
| Last date of submission of the Prebid Query                                                                                    | 28/08/2026 up to 5:00 PM through mail                                                                              |
| Last date of submission of the Technical and Commercial bid                                                                    | 04/09/2026 on or before 3:00 PM                                                                                    |
| RFP Validity                                                                                                                   | 365 days from the last date of submission of bids                                                                  |
| Mode of Submission of RFP                                                                                                      | <u>Technical Proposal</u> : Soft Copy<br><u>Commercial Proposal</u> : Soft Copy                                    |
| Website for Uploading Proposals (Both Technical and Commercial)                                                                | <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a>                                                     |
| Date of Opening of the Technical Bids                                                                                          | 07/09/2026 – 03:00 PM<br><br>The bids will be opened even if bidders are not present during the scheduled meeting. |
| Date of Opening of Commercial Bids                                                                                             | To be communicated to technically qualified bidders                                                                |
| Bank email id for RFP related communication                                                                                    | <a href="mailto:rfp_Coopcbs2010@wbstcb.com">rfp_Coopcbs2010@wbstcb.com</a>                                         |

**Note:** Bidders are required to strictly submit their bids, both technical cum eligibility criteria as well as commercial, in electronic form using the e-procurement system at “[www.wbtenders.gov.in](http://www.wbtenders.gov.in)” Bids received after the closing of the bid submission deadline are summarily rejected without sighting any reason.

For online submission technical supporting documents should be submitted electronically by uploading to the website mentioned above on or before the final date & time of bid submission. The above dates are tentative and subject to change without any prior notice or intimation. Bidders should check the website “[www.wbtenders.gov.in](http://www.wbtenders.gov.in)” for any changes/addendums to the above schedule and/or any other changes to this RFP. The bank would not be responsible for any delay/lack of update directly to the bidder. Bidders are to confirm with the Bank the time and venue one day before any of the above events. Eligibility cum Technical bids will be opened in the presence of the bidder’s representatives in virtual/physical mode who choose to attend the opening of the eligibility cum technical bid. No separate communication shall be sent in this regard. Subsequently, the Bank will evaluate the eligibility cum Technical Bids and the bidders shall be suitably intimated about the outcome, after evaluation.

Commercial bids will be opened in the presence of the bidder’s representatives in virtual mode, who are desirous to attend and are found qualified upon evaluation of the eligibility and technical bid by the Banks’ appointed internal committee. However, if it is found that any given date indicated in the Schedule of Dates is a public holiday, or WBSCB is closed on that day for any account, the activity would be shifted to the next working day of the bank.

Bidders are requested to download the RFP from The West Bengal Government eProcurement System Website [www.wbtenders.gov.in](http://www.wbtenders.gov.in). Bidder is required to pay the cost of the tender document of Rs. 11,800.00 (Rupees Eleven Thousand Eight Hundred Only) inclusive of GST along with the Bid as a cost towards this RFP. The cost of the tender document should be paid by means of NEFT/Online Transfer as per details mentioned in Section 1. Tender Highlights. This is a one-time non- returnable amount. The Bid not accompanied by the Cost of the Document shall be termed invalid and shall be summarily rejected.

## 2. Scope of Work

The selected bidder shall be responsible for the supply, delivery, installation, configuration, commissioning, testing, and support of Desktop Computers, Passbook Printer, Laser jet Printers, and Multifunction Printers (MFPs) at the Bank's Head Office and respective Branch locations.

### 1. Supply of Hardware

The bidder shall supply the following items as per the technical specifications prescribed in the RFP:

| Sl. No | Item Name  | No of Item |
|--------|------------|------------|
| A.     | Desktop PC | 6 (Six)    |
| B      | Monitor    | 3 (three)  |
| C.     | Scanner    | 2 (Two)    |

|    |                        |           |
|----|------------------------|-----------|
| D. | Laser Printer          | 1 (One)   |
| E. | Multi-Function Printer | 2 (Two)   |
| F. | Passbook Printer       | 1 (One)   |
| G. | Laptop                 | 3 (Three) |

All necessary cables, connectors, power cords, drivers, software/media, manuals, and accessories required for complete functioning of the equipment.

## 2. Delivery and Installation

The bidder shall:

- Deliver the equipment to locations specified by the Bank.
- Unpack, install, configure, and commission all supplied hardware.
- Integrate the desktops and printers with the Bank's existing network infrastructure.
- Configure operating systems, device drivers, printer settings, and network connectivity.
- Ensure proper functioning and interoperability of all supplied equipment.

| SI No. | Items                  | Branch / Office           | Quantity |
|--------|------------------------|---------------------------|----------|
| 1      | Desktop PC             | Kakdwip Branch            | 1        |
| 2      | Desktop PC             | Dum Dum Branch            | 1        |
| 3      | Desktop PC             | Basirhat Branch           | 1        |
| 4      | Desktop PC             | HRM Department, HO        | 1        |
| 5      | Desktop PC             | FPO / CBBO Cell, HO       | 1        |
| 6      | Desktop PC             | Entally Branch            | 1        |
| 7      | Monitor (20")          | Kakdwip Branch            | 1        |
| 8      | Monitor (20")          | Establishment Section, HO | 1        |
| 9      | Monitor (24" Full HD)  | AGM(L&E), HO              | 1        |
| 10     | Scanner                | Basirhat Branch           | 1        |
| 11     | Scanner                | Siliguri Branch           | 1        |
| 12     | Laser Printer          | Basirhat Branch           | 1        |
| 13     | Multi-Function Printer | Gariahat Branch           | 1        |

|    |                        |                     |   |
|----|------------------------|---------------------|---|
| 14 | Multi-Function Printer | FPO / CBBO Cell, HO | 1 |
| 15 | Passbook Printer       | Siliguri Branch     | 1 |
| 16 | Laptop                 | GM(IT), HO          | 1 |
| 17 | Laptop                 | FPO / CBBO Cell, HO | 1 |
| 18 | Laptop                 | RM(North)           | 1 |

### 3. Testing and Commissioning

The bidder shall:

Conduct installation testing and demonstrate the functionality of all supplied equipment.  
Rectify any defects or issues identified during installation and testing.  
Obtain installation and commissioning sign-off from the Bank's authorized representative.

### 4. Documentation

The bidder shall provide:

Technical specifications and warranty certificates.  
Installation reports.  
Asset details, including serial numbers and warranty information.

### 5. Warranty and Support Services

The selected bidder shall provide comprehensive onsite warranty support for a period of Three (03) years from the date of successful installation and commissioning.  
Warranty support shall cover all hardware components, accessories, and OEM-provided software supplied under this RFP.  
Defective parts/components shall be repaired or replaced without any additional cost to the Bank.  
The bidder shall provide preventive and corrective maintenance during the warranty period.

### 6. Service Level Requirements

The bidder shall ensure:

- Registration of service calls through email, phone, or web portal.
- Response to service requests within the agreed service window.
- Resolution or replacement of faulty equipment within the stipulated turnaround time as defined by the Bank.
- Availability of qualified service engineers for onsite support at Branches and Head Office locations.

## 7. Compliance

All supplied equipment shall be brand new, unused, and sourced through authorized OEM channels. Desktop monitors shall be of the same OEM/brand as the supplied desktop computers. The bidder shall comply with all applicable statutory, safety, and regulatory requirements.

## 8. Acceptance

Final acceptance of the equipment shall be subject to successful installation, testing, commissioning, submission of required documentation, and certification by the Bank's authorized officials.

### Deliverables:

| <u>Sl. No</u> | <u>Item Name</u>       | <u>No of Item</u> |
|---------------|------------------------|-------------------|
| A.            | Desktop PC             | 6 (Six)           |
| B             | Monitor                | 3 (Three)         |
| C.            | Scanner                | 2 (Two)           |
| D.            | Laser Printer          | 1 (One)           |
| E.            | Multi-Function Printer | 2 (Two)           |
| F.            | Passbook Printer       | 1 (One)           |
| G.            | Laptop                 | 3 (Three)         |

- Installation & Commissioning Reports.
- Warranty and Support Documentation.
- Three (03) Years Comprehensive Onsite Support Services.

## 3. Instruction to the Bidder

### 3.1 Eligibility Criteria

| <b>Sr.No</b> | <b>Eligibility Criteria</b>                                                                                                                                                                                                 | <b>Supporting Documents to be submitted</b>                                                        |
|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <b>1.</b>    | Bidder should have a legal status, as a single legal entity, must be incorporated and registered in India under statute or legal provisions like The Companies Act, 1956 and The Companies Act, 2013 or a Limited Liability | Certificate of Incorporation and other Documentary evidence to be attached. Such as Trade License. |

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                   |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | Partnership (LLP) registered under the Limited Liability Partnership Act, 2008 or The Indian Partnership Act, 1932, etc. and should have been in continuous operation in India for at least 3 years as on the date of RFP publication.                                                                                                                                                                                                                                    |                                                                                                                                                                                   |
| <b>2.</b> | <p>The Bidder should have executed similar projects (Supply of Desktop/Laptop along with Printer in a single order value) in at least Two (2) Banks/Govt. Organization/Private Organization in India having order value of INR 10 Lac each (excluding GST) or more in the last Two (2) financial years i.e 2024-25 &amp; 2025-26.</p> <p>Here the similar projects means the order comprising of Supply, installation, and Commissioning Laptop/Desktop/Printers etc.</p> | Copy of the purchase order /Agreement/Completion Certificate/Credential Letter from Client as evidence to be submitted. (completion certificate of executed work to be submitted) |
| <b>3.</b> | The Bidder must have registration under GST and have a valid PAN and also ITR for Last 3 Financial Years (2022-2023, 2023-2024, 2024-2025).                                                                                                                                                                                                                                                                                                                               | Self-Attested GST Registration Certificate and PAN.ITR Copy for last 3 Financial Year.                                                                                            |
| <b>4.</b> | The bidder should have an average annual turnover of at least INR 1 Crore for last three financial years (2022-2023, 2023-2024, 2024-2025).                                                                                                                                                                                                                                                                                                                               | Audited Balance Sheet and Profit & Loss Account Statement along with Certificate issued by the Statutory Auditor / Chartered Accountant as per Annexure-VIII                      |
| <b>5.</b> | The bidder should be a Profit-making company (before tax) for each of the last three financial years (2022-2023, 2023-2024, 2024-2025) from the Indian operations.                                                                                                                                                                                                                                                                                                        | Audited Profit and Loss Account Statement along with Certificate issued by the Statutory Auditor /Chartered Accountant as per Annexure-VIII                                       |
| <b>6.</b> | Bidder shall not have been blacklisted during the last three (3) years as on the date of submission of bid by State/Central Government, Government organizations, Government undertakings, Public Sector enterprises, Scheduled Banks / Commercial Banks / Regional Rural Banks / Cooperative Banks.                                                                                                                                                                      | The Bidder must submit a notarized affidavit on non-judicial stamp paper of Rs.100/- (Rupees Hundred) declaring the same.                                                         |
| <b>7.</b> | The bidder should have a local office /Service center in Kolkata with call logging facility                                                                                                                                                                                                                                                                                                                                                                               | Supporting documents for existence of Local office/Service Centre in Kolkata with phone nos. has to be attached                                                                   |

|    |                                                    |                                                                                                |
|----|----------------------------------------------------|------------------------------------------------------------------------------------------------|
| 8. | OEM Authorization/MAF for participating in the Bid | Authorization letter/MAF from respective OEM's allowing the bidder to participate in this Bid. |
|----|----------------------------------------------------|------------------------------------------------------------------------------------------------|

### 3.2 Objective of Evaluation Process

- I. The objective of the evaluation process is to evaluate the bids to select an effective and right fit solution at a competitive price. The evaluation by the Bank will be undertaken by an Internal Committee formed by WBSCB. The Bank may consider recommendations made by External Experts/ Consultants on the evaluation. The decision of the committee shall be final.
- II. Each recipient acknowledges and accepts that the internal committee may, in its sole and absolute discretion, apply whatever criteria it deems appropriate in the selection of solution, not limited to those selection criteria set out in this RFP document.

### 3.3 Technical Evaluation

- Initially only the 'Technical Bids' will be opened and evaluated. All technical bids will be evaluated, and a technical score would be arrived at.
- In second stage, only those bidders, who have qualified in the technical evaluation, shall be invited for commercial evaluation.

#### 3.3.1. Preliminary Examination Of Offers

- The internal committee will scrutinize the offers to determine their completeness (including signatures from the relevant personnel), errors, omissions in the technical & commercial offers of respective bidders. The committee plans to, at its sole discretion, waive any minor non-conformity or any minor deficiency in an offer. The committee reserves the right for such waivers and the committee's decision in the matter will be final.

#### 3.3.2. General Eligibility Criteria

- The internal committee shall scrutinize the Eligibility bid submitted by the bidder. A thorough examination of supporting documents to meet each eligibility criteria (section 3.1) shall be conducted to determine the Eligible bidders. Bidders not complying with the eligibility criteria are liable to be rejected and shall not be considered for Technical Evaluation.

#### 3.3.3. Technical Bid Evaluation Criteria

- The Technical Proposals of only those bidders shall be evaluated who have satisfied the eligibility criteria bid. The internal committee may seek clarifications from any or each bidder as a part of technical evaluation. All clarifications received within the stipulated time shall be considered for

evaluation. In case a clarification is not received within the stipulated time, the respective technical parameter would be treated as non-compliant and decision to qualify the bidder shall be accordingly taken by the bidder.

### **3.4 Commercial Evaluation**

It may be noted that commercial bids will be subjected to following evaluation process –

- Only those bidders meeting the eligibility criteria will be considered for further stages of evaluation. Only those bidders passing in the technical evaluation will be short-listed for commercial evaluation.
- The Commercial offers of only those Bidders, who are short-listed after technical evaluation, would be opened through online e-tendering. The commercial offer should consist of comprehensive Cost for scope of work. The internal committee will determine whether the Commercial Bids are complete, unqualified, and unconditional. The technically qualified bidders will be required to participate in the commercial bid opening. Omissions, if any, in costing any item shall not entitle the Bidder to be compensated and the liability to fulfil its obligations as per the Scope of the RFP within the total quoted price shall be that of the Bidder.

Commercial bid valuation shall be considered as below in case of any kind of discrepancy:

- If there is a discrepancy between words and figures, the amount in words shall prevail.
- Where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate will govern unless, in the opinion of committee, there is an obvious error such as a misplacement of a decimal point, in which case the line-item total will prevail.
- Where there is a discrepancy between the amount mentioned in the bid and the line-item total present in the schedule of prices, the amount obtained on totalling the line items in the Bill of Materials will prevail.
- The amount stated in the correction form, adjusted in accordance with the above procedure, shall be considered as binding, unless it causes the overall price to rise, in which case the bid price shall prevail.
- If there is a discrepancy in the total, the correct total shall be arrived at by committee.
- In case the Bidder does not accept the correction of the errors as stated above, the bid shall be rejected.
- At the sole discretion and determination of the committee, the committee may add any other relevant criteria for evaluating the proposals received in response to this RFP.

- During the process of technical/commercial evaluation, if committee decides to withdraw any collateral item offered in the proposal, the commercial value of that item will be reduced from the commercial offer of all the bidders and TCO will be recalculated accordingly.
- Internal committee may, at its sole discretion, decide to seek more information from the respondents in order to normalize the bids. However, respondents will be notified separately, if such normalization exercise as part of the technical evaluation is resorted to.
- All liability related to non-compliance of this minimum wages requirement and any other law will be responsibility of the bidder.
- The internal committee shall not incur any liability to the affected bidder on account of such rejection.
- The commercials will be calculated till two decimal points only. If the third decimal point is greater than .005 the same shall be scaled up else, it shall be scaled down to arrive at two decimal points. Bank will make similar treatment for 4<sup>th</sup> or subsequent decimal point to finally arrive at two decimal points only.

### **3.5 Evaluation Mechanism**

- The bidders fulfilling the eligibility criteria will be considered for technical evaluation. Technical Bids will be opened and evaluated. Only those bidders passing in the technical evaluation will be short-listed for commercial evaluation. The bidder with the lowest commercial bid shall be declared L-1.
- WBSCB reserves the right to float the RFP again. The Banks shall not incur any liability to the bidder(s) on account of reissue of RFP. Banks shall not be obliged to inform the bidder(s) of the grounds for the Bank's rejection. The Banks reserves the right to modify any items of the scope of the RFP. The RFP may be reissued on account of following:
  - If none of the bidders qualify in the technical bid evaluation.
  - If only one bidder qualifies in the technical bid evaluation.
  - If selected bidder fails to execute the Agreement within the time limit stipulated. Any decision in this regard by Banks shall be final, conclusive, and binding on the bidders.
- Banks may call upon the ultimate short-listed bidder to make a detailed presentation to the Internal Committee of the Bank.
- The L-1 vendor shall be decided on the basis of the Techno-Commercial evaluation as mentioned in the RFP document.
- The bidder should quote costs for all the lines items as per commercial bid. The cost quoted also includes the cost of deliverables for all the phases of the Project.

- If any vendor fails to quote against any of the services sought by the Banks, it will be presumed by the Banks that the cost of such items is included in the overall cost and will not accept any plea or excuse from the vendors later and such services have to be provided to the Banks without any extra cost along with all other services.

### **3.6 Cost of Bidding**

The Bidder shall bear all costs associated with the preparation and submission of its bid and WBSCB will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

The Bidder is expected to examine all instructions, annexures, scope of the consultancy services, terms and conditions etc. in the bidding documents. Failure to furnish all information required by the RFP or submission of a bid not substantially responsive to the RFP in any aspect will be at the Bidder's risk and may result in the rejection of its bid.

### **3.7 Pre-Bid Clarification**

The prospective bidders, who wish to participate in this RFP/tender shall be permitted to send queries through email [rfp\\_coopcb2010@wbstcb.com](mailto:rfp_coopcb2010@wbstcb.com). Bank will provide clarifications and release corrigendum if required.

### **3.8 Amendment in RFP**

At any time prior to the deadline for submission of bids, WBSCB, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the RFP by amendment.

All prospective bidders who have purchased the RFP will be notified of the amendment in writing or by fax or e-mail or through addendum published on bank's website and will be binding on them.

In order to afford prospective Bidders reasonable time in which to take the amendment into account in preparing their bid, WBSCB, at its discretion, may extend the deadline for the submission of bid.

### **3.9 Bid Validity**

Bid shall remain valid for 365 days from the date of opening of Technical Bid.

### **3.10 Late Bid**

Any bid received after the deadline for submission of bids prescribed by the WBSCB, in Request for Proposal, will be rejected and returned unopened to the Bidder.

### **3.11 Replacement & Withdrawal of Bid**

The Bidder may replace or withdraw its bid after the bid's submission, provided that written notice of the substitution or withdrawal of the bids is received by the WBSCB prior to the deadline prescribed for submission of bids.

The Bidder's substitution or withdrawal notice shall be prepared, sealed, marked and dispatched in accordance with the provisions of Section 3.14 (Submission of Technical Bid). A withdrawal notice may also be sent by e-mail but followed by a signed confirmation copy, postmarked no later than the deadline for submission of bids.

No bid can be modified after the deadline for submission of Bids.

No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of Bid validity specified by the Bidder on the Bid Form. Withdrawal of the bid during this interval may result in the Bidder's forfeiture of its Bid security, pursuant to Section 3.18 (Bid Security – Earnest Money Deposit).

### **3.12 Bid Opening**

- a) WBSCB will open only the Technical Bids as per the schedule mentioned in RFP. The Commercial bids for technically qualified bidders only will be opened on a later date subsequent to the technical evaluation. WBSCB will notify the place, date and time of opening of the Commercial bids to the technically qualified bidders.
- b) Attendance of all the authorized representatives of the bidders who are present at Bid Opening will be taken in a register against name, name of the company and with full signature.
- c) Bids and modifications if any that are not opened and read out at Bid opening shall not be considered further for evaluation, irrespective of the circumstances. Such Bids will be returned unopened to the Bidders.

### **3.13 Preliminary Examination**

- a) WBSCB will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.
- b) Arithmetical errors if any will be rectified on the following basis:
  - a. If there is discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected.
  - b. If there is a discrepancy between words and figures, the amount in words will prevail.
- c) WBSCB, at its discretion, may waive any minor informality, nonconformity or irregularity in a Bid, which does not prejudice or affect the relative ranking of any Bidder. This shall be binding on all bidders and WBSCB reserves the rights for such waivers.
- d) Prior to the detailed evaluation, WBSCB will determine the substantial responsiveness of each bid to the RFP. For purposes of these clauses, a substantially responsive bid is one, which conforms to all the terms & conditions of the RFP without material deviations. Deviations from or objections

or reservations to critical provisions such as those concerning Bid Security, Force Majeure, Applicable Laws and Taxes & Duties will be deemed to be material deviation. WBSCB's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

- e) If a bid is not substantially responsive, it will be rejected by the WBSCB and may not subsequently be made responsive by the bidder by correction of the non-conformity.

### **3.14 Submission of Technical Bid**

1. The Bidders shall submit the Technical Bid in the online tendering platform '[www.wbtenders.gov.in](http://www.wbtenders.gov.in)'.
2. Bidder shall not allow/permit changes in the technical specifications once it is submitted.
3. Non-submission or partial submission of the information along with the offer may result in disqualification of the bid of the concerned bidder.
4. The Technical Bid must not contain any price information.
5. The bidder should submit the required documents with proper index and page number on each page.
6. The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. All pages of the Bid except for un-amended printed literature shall be numbered serially and initialled and stamped by the person or persons signing the bid.
7. The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the bidder, in which case such corrections shall be initialled by the person or persons signing the bid.
8. Soft copy of complete technical bid shall also be submitted in the website The West Bengal Government eProcurement System Website '[www.wbtenders.gov.in](http://www.wbtenders.gov.in)'.
9. Checklist for Bid Submission is provided in **Annexure-II**.

### **3.15 Submission of Commercial Bid**

1. The Bidders shall submit the Commercial Bid in the online tendering platform '[www.wbtenders.gov.in](http://www.wbtenders.gov.in)'.
2. Soft copy of the complete Commercial bid shall also be submitted in the website The West Bengal Government eProcurement System Website '[www.wbtenders.gov.in](http://www.wbtenders.gov.in)'.
3. Bidders are requested to submit the man days cost for customization effort as per Commercial Bill of Material which will be considered for overall TCO calculation. However, the same cost will be applicable as and when required basis during the tenure of the contract.

### **3.16 Limitation of Liability**

The aggregate liability of the Bidder in connection with this Agreement, the services provided by the bidder for the specific scope of work document, regardless of the form or nature of the action giving rise

to such liability (whether in contract, tort or otherwise) and including all liability shall be the actual limited to the extent of the total contract value.

### **3.18 Bid Security – Earnest Money Deposit**

- a) The bidder shall furnish as part of its bid, bid security of INR 100,000/- (Rupees One lac Only). The bid security shall be denominated in INDIAN RUPEES only and should be in the form of NEFT/Online Transfer.
- b) The Earnest Money Deposit should be paid by means of NEFT/Online Transfer as per details mentioned in Section 1 of the RFP.
- c) Any bid not secured in accordance with Section- 3.18 above will be rejected by WBSCB as non-responsive.
- d) The Bid Security submitted by the bidder will be forfeited if:
  - i. The bidder withdraws his tender before processing of the same.
  - ii. The bidder withdraws his tender after processing but before acceptance of “Purchase Order” issued by Bank.
  - iii. The bidder violates any of the provisions of the terms and condition of this tender specification
- e) The bid security will be refunded to:
  - i. The successful bidder, only after completion of the tendering process and acceptance of PO.
  - ii. The unsuccessful bidders, only after the acceptance of the “Purchase Order” by the selected bidder.

### **3.20 Performance Bank Guarantee**

The Bidder should furnish a Performance Bank Guarantee (PBG) valid for the entire warranty period which is Three (3) years with an additional claim period of 90 days, to the extent of 10% of the procurement value (excluding GST).

- a. The PBG shall be denominated in Indian Rupees and shall be issued by a Scheduled Commercial Bank only as per the given format **Annexure VII**. All charges whatsoever such as premium; commission etc. with respect to the PBG shall be borne by the bidder.
- b. Each page of the PBG must bear the signature and seal of the BG issuing Bank and PBG number.
- c. In the event of the Bidder being unable to provide services as per the RFP for whatever reason, then WBSCB may invoke the PBG.
- d. In the event of delays by the Bidder in the implementation of project beyond the schedules given in the RFP, then WBSCB may invoke the PBG.
- e. Notwithstanding and without prejudice to any rights whatsoever of WBSCB under the contract in the matter, the proceeds of the PBG shall be payable to the Banks as compensation by the Bidder for its failure to complete its obligations under the contract. The banks shall notify the bidder in writing of the exercise of its right to receive such compensation within 14 days, indicating the contractual obligation(s) for which the bidder is at fault.

- f. The Bank shall also be entitled to make recoveries from the bidder's bills, Performance Bank Guarantee, or any other amount due to him, the equivalent value of any payment made to him by the Licensee due to inadvertence, error, collusion, misconstruction, or misstatement.
- g. The PBG may be discharged/returned by all the banks after the contract end and claim period from the date of issuing the PBG upon being satisfied that there has been due performance of the obligations of the Bidder under the contract. However, no interest shall be payable on the PBG.

### **3.21 Bidder's Liability**

Bidders' aggregate liability shall be limited to the total contract value during the Contract Period.

WBSCB shall not be held liable for and is absolved of any responsibility or claim/litigation arising out of the use of any third-party software or modules supplied by the Bidder as part of this agreement or infringement of any patent, trademarks, copyrights, intellectual property rights etc. or such other statutory infringements or any other law in respect of the services provided by the vendor. In such case the entire liability will be borne by the bidder.

In no event shall a Party be liable for any indirect, incidental or consequential damages or liability, under or in connection with or arising out of this Agreement or the software delivered.

All terms and conditions, payments schedules, time frame for implementation, expected service levels as per this Agreement will remain unchanged unless explicitly communicated by WBSCB in writing to the bidder. WBSCB shall not be responsible for any judgments made by the Bidder with respect to any aspect of the assignment. The Bidder shall at no point be entitled to excuse themselves from any claims by WBSCB whatsoever for their deviations in confirming to the terms and conditions, payments schedules, expected service levels, time frame for implementation etc. as mentioned in this Agreement.

The Bidder undertakes to provide appropriate human as well as other resources required, to execute the various tasks assigned as part of the project, from time to time.

### **3.22 Force Majeure**

The Bidder shall not be liable for forfeiture of its EMD, liquidated damages or termination for default, if any to the extent that its delays in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure.

For purposes of this clause, "Force Majeure" means an event beyond the control of the Bidder and not involving bidder's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of WBSCB in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions.

If a Force Majeure situation arises, the Bidder shall promptly notify WBSCB in writing of such condition and the cause thereof within fifteen calendar days. Unless otherwise directed by WBSCB in writing, the Bidder shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

### **3.23 Cancellation of Contract**

WBSCB reserves its right to cancel the entire / unexecuted part of the Purchase Order (after providing a cure period of 15 days and thereafter providing a 15 days' notice period) by assigning appropriate reasons in the event of one or more of the following conditions:

- Delay in delivery beyond the specified period for delivery.
- Serious discrepancy noticed during the reference checks.
- Major breach of trust is noticed during any stage of the project.
- Any other appropriate reason in view of WBSCB.
- Breach of confidential information of WBSCB by the bidder.

In addition to the cancellation of purchase order, WBSCB reserves the right to foreclose the EMD given by the Bidder against the advance payment to appropriate the damages.

In the event of termination for whatsoever reason, the Bidder shall be paid up to the stage of services rendered as per the payment terms defined in the RFP till the point of termination after deducting SLA penalty/Liquidated damages, if any.

### **3.24 Applicable Law and Jurisdiction of Court**

The Contract with Bidder shall be governed in accordance with the Laws of India for the time being enforced and will be subject to the exclusive jurisdiction of Courts in Kolkata / Honourable High Court at Kolkata (with the exclusion of all other Courts).

### **3.25 Payment Terms**

90% of the billed amount will be released by the Purchaser Bank on receiving delivery and installation of the supplied items and the hardware supplied by the vendor should be strictly in conformity with the specification of the order under Annexure VI duly certified by Concern Officer and being free from operational defect;

Further 10% of the billed amount for Hardware is to be released 7 day's after the date of installation and furnishing of bank guarantee of 10% of the work order value [excluding the Taxes ]

#### **Notes:**

1. All payments shall be released after deducting applicable penalties and Taxes.
2. The quoted price should be as per scope of work mentioned in the RFP.
3. The quoted price should be inclusive of Travelling, Boarding, and Lodging and for any incidental expenses.

The bank shall not bear any other cost other than the one indicated in the Commercial Bid format.

4. Applicable taxes like TDS (if applicable), will be deducted from the amount payable.
5. Prices quoted by the Bidder shall remain fixed during the Bidder's performance of the contract and will not be subject to variation on any account.
6. A bid submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.
7. Price should not be indicated at any place in the Technical Bid. If the price is indicated in the technical bid, the entire bid will be summarily rejected.
8. The prices shall be quoted in Indian Rupees. Any reference made to variation in pricing due to the appreciation/depreciation of Indian rupees against any other currency is not acceptable.
9. Bids (both technical as well as commercial bid) shall be valid for a period of 180 days from the last date for submission of bids. Bids submitted with a short validity period will be treated as non-responsive and will be rejected.
10. Bids shall be submitted strictly as per the format given in the bid and any addition/deletion/change in the format will be summarily rejected.
11. Bids without the signature of the authorized signatory of the bidder will be summarily rejected.
12. Right to Award to Alternate Bidder:

If the successful bidder is unable to fulfill the supply obligation within the specified period, or fails to provide satisfactory justification for the delay, the Purchaser may, at its sole discretion:

- Cancel the award/Purchase Order issued to the successful bidder, either wholly or partially.
- Forfeit any applicable performance security, if provided.
- Procure the item(s) from the next lowest evaluated responsive bidder (L2) or any other suitable source.
- Recover from the defaulting bidder any additional costs incurred by the Purchaser due to such alternative procurement, if permitted under applicable contractual provisions.

**Bank reserve its right to accept / reject any bid, which is not in line with these conditions.**

### **3.27 Deadline for Submission of Bid**

Bids must be received by WBSCB through online tendering platform specified under Section – 3.14, point no 9 and not later than the time and date specified in the RFP or its subsequent addendums. In the event of the specified date for the submission of bids being declared a holiday for WBSCB, the bids will be received up to the appointed time on the next working day.

WBSCB may, at its discretion, extend the deadline for submission of bids by amending the RFP in accordance with Section 3.8, in which case all rights and obligations of WBSCB and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

### 3.28 Penalty

In the event the successful bidder fails to supply the required item(s) within the stipulated delivery period of Three (3) weeks, the Purchaser reserves the right to impose delay penalties as per the terms and conditions of this RFP and/or the resulting contract.

| Description                                                                                                  | Timeline                                       | Penalty                                                    |
|--------------------------------------------------------------------------------------------------------------|------------------------------------------------|------------------------------------------------------------|
| <ul style="list-style-type: none"><li>Acceptance of Purchase order by the selected Bidder.</li></ul>         | Within 5 Days of receipt of Purchase order     |                                                            |
| <ul style="list-style-type: none"><li>Submission of Performance Bank Guarantee</li></ul>                     | Within 7 days of receipt of Purchase order.    | 500 per day post 7 days of receipt of Purchase order.      |
| <ul style="list-style-type: none"><li>Delivery of the Laptop, Desktop and Printers to be completed</li></ul> | Within 3 weeks of acceptance of Purchase Order | 1000 per day post 3 weeks of acceptance of Purchase order. |

### 4. Time Schedule of the Project

| Description                                                                                                  | Timeline                                       |
|--------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| <ul style="list-style-type: none"><li>Acceptance of Purchase order by the selected Bidder.</li></ul>         | Within 5 Days of receipt of Purchase order     |
| <ul style="list-style-type: none"><li>Submission of Performance Bank Guarantee</li></ul>                     | Within 7 days of receipt of Purchase order.    |
| <ul style="list-style-type: none"><li>Delivery of the Laptop, Desktop and Printers to be completed</li></ul> | Within 3 weeks of acceptance of Purchase Order |

The selected bidder shall be responsible for the supply, installation, and provision of onsite warranty support services for a period of Three (03) years commencing from the date of successful installation.

## 5. Annexure

### ANNEXURE I: MANUFACTURER AUTHORIZATION FORM(MAF)

RFP Ref. No. HO/MD/1250

Dated: 24/08/2026

To,  
The Managing Director,  
The West Bengal State Co-operative Bank Ltd.  
24A, Waterloo Street,  
Kolkata – 700 069

Dear Sir,

We ..... (Name of the Manufacturer) who are established and reputable manufacturers of ..... having factories at ....., ....., ..... and ..... do hereby authorize M/s (Name

and address of Bidder) who is the Bidder submitting its bid pursuant to the Request for Proposal issued by the Bank on behalf, to submit a Bid and negotiate and conclude a contract with you for supply of equipment manufactured by us against the Request for Proposal received from your bank by the Bidder and we have duly authorized the Bidder for this purpose.

We hereby extend our guarantee/ warranty as per terms and conditions of the RFP Ref No.: HO/MD/1250 Date: 24/08/2026 and the contract for the equipment and services offered for supply against this RFP by the above-mentioned Bidder, and hereby undertake to perform the obligations as set out in the said RFP in respect of such equipment and services. We undertake to provide back- to-back support for spare and skill to the Bidder for subsequent transmission of the same to the Bank. We also undertake to provide support services during warranty period at no additional cost to WBSCB if the above Bidder authorized by us fails to perform in terms of the RFP. We confirm that the Bidder shall provide Service Support center/Resource Availability in the state of West Bengal.

We duly authorize the said firm to act on our behalf in fulfilling all installations, technical support and maintenance obligations required by the contract.

We further certify that, in case the authorized distributor/ system integrator is not able to meet its obligations as per contract during contract period, we, as the OEM, shall perform the said obligations with regard to their items by ourselves or through alternate & acceptable service provider.

Yours Faithfully Authorized Signatory

Full Name:

Designation:

Phone No:

Official E-mail:

## ANNEXURE II: CHECKLIST DETAILS

To,  
The Managing Director,  
The West Bengal State Co-operative Bank Ltd.  
24A, Waterloo Street,  
Kolkata – 700 069

RFP Ref. No. – HO/MD/1250

Date - 24/08/2026

Dear Sir,

Below Checklist details has been attached with the technical Bid in the E-tendering platform **www.wbtenders.gov.in**.

| Sr No | Particulars                                                                              | Documents Attached (Yes/No) |
|-------|------------------------------------------------------------------------------------------|-----------------------------|
| 1.    | Compliance of RFP document (RFP & Its corrigendum to be signed & Stamped by bidder)      |                             |
| 2.    | ANNEXURE IV: Letter of Confirmation                                                      |                             |
| 3.    | Proof of Submission of Tender Document Fee and Earnest Money Deposit                     |                             |
| 4.    | ANNEXURE II: CHECKLIST DETAILS                                                           |                             |
| 5.    | Self-attestation copy of Bidder indicating GSTIN No. and PAN No.                         |                             |
| 6.    | Supporting Documents related to Previous experience as mentioned in Eligibility criteria |                             |
| 7.    | ANNEXURE V: Bidder details in Letter head                                                |                             |
| 8.    | ANNEXURE VI: Technical Specifications                                                    |                             |
| 9.    | ANNEXURE VIII: Certificate of Financials                                                 |                             |

ANNEXURE III: COMMERCIAL BILL OF MATERIAL has been uploaded in the E-tendering platform **www.wbtenders.gov.in**. We confirm that there is no price disclosure in the Technical Bid submitted by us.

WBSCB may ask for additional details with respect to the Bid, and same shall be provided by us within the stipulated timeframe of the Bid. Annexure- II has been enclosed with the Bid.

Place:

Date:

SEAL (Authorized Signatory)

#### **ANNEXURE IV: LETTER OF CONFIRMATION**

**To,  
The Managing Director,  
The West Bengal State Co-operative Bank Ltd.  
24A, Waterloo Street,  
Kolkata – 700 069**

RFP Ref. No. – HO/MD/1250

Date – 24/08/2026

Dear Sir,

We confirm having submitted the Bid and annexures in accordance with the said RFP. The details submitted by us are true and correct to the best of our knowledge and if it is proved otherwise at any stage of execution of the contract, West Bengal State Co-Operative Bank Ltd. has the right to summarily reject the proposal and disqualify us from the process.

We confirm that we will abide by the conditions mentioned in the Tender Document (RFP and annexure) in full or in accordance with the deviations in “Terms & Conditions” accepted by West Bengal State Cooperative Bank.

We, hereby acknowledge and confirm, having accepted that West Bengal State Cooperative Bank can at its absolute discretion, apply whatever criteria are deemed appropriate, not just limiting to those criteria set out in the RFP and related documents, in shortlisting of bidders.

We shall observe the confidentiality of all the information passed on to us in the course of the tendering process and shall not use the information for any other purpose than the current tender.

We also confirm that we have not been blacklisted by any Govt. Department/ PSU/PSE or Banks or Any Financial Institution or otherwise not involved in any such incident with any concern whatsoever, where the job was undertaken/performed and conduct has been questioned by any authority, which may lead to legal action.

Place:

Date:

SEAL            (Authorized Signatory)

**ANNEXURE V: BIDDER DETAILS**  
**To be submitted on the letterhead of the bidder**

**To,**  
**The Managing Director,**  
**The West Bengal State Co-operative Bank Ltd.**  
**24A, Waterloo Street,**  
**Kolkata – 700 069**

RFP Ref. No. – HO/MD/1250

Date – 24/08/2026

|                                                                                                                                                    |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Name of Organization                                                                                                                               |  |
| Registration No of Certificate of Incorporation & Date /<br>Shop Act License Establishment date                                                    |  |
| Address for Correspondence:<br><br>Registered Office:<br><br><br>Corporate Office:<br><br>Landline No.:<br><br>Fax:<br><br>Email-ID:               |  |
| Organization Status of Registration Government<br>Organization / PSU / Partnership / LLP or a Public / Private<br>Limited Company / Proprietorship |  |
| Number of Years in the Business                                                                                                                    |  |
| PAN number<br><br>GSTIN                                                                                                                            |  |
| Single Point of contact for this NIT<br><br>Name:<br><br>Designation:<br><br>Mobile No.:                                                           |  |

|                                                                                                                                                                                                         |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Landline No.:<br><br>Fax:<br><br>Email-ID:<br><br>(Any changes in the above should be informed in advance to WBSCB)                                                                                     |  |
| Gross annual turnover of Bidder (not of the group): Amount in INR Crore<br><br>2022-23:<br><br>2023-24:<br><br>2024-25:                                                                                 |  |
| Net Profit of Bidder (not of the group): Amount in INR Crore<br><br>2022-23:<br><br>2023-24:<br><br>2024-25:                                                                                            |  |
| Details of the similar assignments executed by Bidder during the last two years (Name of the Bank, time taken for execution of the assignment and documentary proofs from the Bank are to be furnished) |  |

**Authorized Signatory:**

**Name and Designation:**

**Office Seal with date**

## ANNEXURE VI: TECHNICAL SPECIFICATIONS

**Technical Specifications to be filled by OEM in their Letter Head along with full Signature & Stamp**

### A. Technical Specification for Laptop

| #  | Component Specification & Description                                                                                                                                                                                                                                                         | Comply (Y/N) |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 1  | Processor: Core 3-100U                                                                                                                                                                                                                                                                        |              |
| 2  | Display: 14" 16:10 FHD+ (1920 x 1200), 60Hz                                                                                                                                                                                                                                                   |              |
| 3  | Operating System: Microsoft® Windows 11 Pro 64-bit                                                                                                                                                                                                                                            |              |
| 4  | RAM: 8 GB DDR5 (additional 8GB RAM Pulled out)                                                                                                                                                                                                                                                |              |
| 5  | Storage: 512 SSD                                                                                                                                                                                                                                                                              |              |
| 6  | Chassis Material: Aluminum Chassis                                                                                                                                                                                                                                                            |              |
| 7  | Certification: The industry-standard certifications. They are ENERGY STAR® certified, TCO Certified (Generation 9), and registered EPEAT Gold with Climate+. For durability, the commercial chassis undergoes rigorous MIL-STD 810H testing, and they are known as highly secure business PCs |              |
| 8  | TPM 2.0 FIPS-140-2 Certified / TCG Certified                                                                                                                                                                                                                                                  |              |
| 9  | Chassis intrusion switch - Remotely detects hardware tampering and is integrated with Dell Safe BIOS Indicators of Attack. Camera Shutter                                                                                                                                                     |              |
| 10 | Security Lock Slot                                                                                                                                                                                                                                                                            |              |
| 11 | Optional Security Features: Fingerprint Reader (in Power Button) with Windows Hello compliant FHD IR Camera with Windows Hello compliance                                                                                                                                                     |              |
| 12 | FHD + IR HDR Camera, 1080p HDR video, Temporal Noise Reduction, Camera Shutter<br>OR<br>5MP + IR HDR MIPI Camera, 1440p HDR video, Temporal Noise Reduction, Camera Shutter,                                                                                                                  |              |
| 13 | Warranty: 03 Years with Bag                                                                                                                                                                                                                                                                   |              |

## **B. Technical Specification for Desktop**

| <b>Sl. No.</b> | <b>Item</b>      | <b>Minimum Specification</b>                                                                                                                                                                                                                                                                                                       | <b>Comply (Y/N)</b> |
|----------------|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 1              | Processor        | Latest generation Intel Processor with minimum 24 MB cache, 14 cores TOPS = 13 or more with 5.00 GHz Turbo speed. Offered Processor should be latest i.e. should be launched in the year 2025 and quoted processor must be from Desktop segment.                                                                                   |                     |
| 2              | Chipset          | Intel "Q" series Chipset compatible with the above processor .                                                                                                                                                                                                                                                                     |                     |
| 3              | Memory           | Minimum 8 GB (1 x 8 GB) DDR5 , 5600 MT/s RAM with 64 GB expandability and One DIMM slot should be Freely available                                                                                                                                                                                                                 |                     |
| 4              | Motherboard      | OEM motherboard with OEM logo should be embossed / Printed on the mother board (Sticker is not acceptable). Integrated hardware diagnostic tool in the BIOS from same Desktop OEM , BIOS or the Desktop must be from same Desktop OEM. Minimum 2 x M.2 Slots and Minimum 3 x expansion slots (including 1x PCIe Gen 3 x 16 slots ) |                     |
| 4              | Storage          | 512 GB PCIe M.2 NVMe SSD , Support additional 1 TB PCIe M.2 NVMe SSD drive for future expansion of the storage capacity                                                                                                                                                                                                            |                     |
| 5              | Graphics         | Integrated/Inbuilt                                                                                                                                                                                                                                                                                                                 |                     |
| 6              | Operating System | Factory pre-install Windows 11 professional (64 bit) with latest Service Pack. Systems Hardware driver should be available in OEM website against the offered model name OEM letter confirming that Operating system pre- loaded / pre-installed from OEM factory only.                                                            |                     |
| 7              | Networking       | Integrated Ethernet controller (10/100/1000 Mbps) , Wi-Fi 6E and Bluetooth                                                                                                                                                                                                                                                         |                     |
| 8              | Ports            | Total 8 Nos.of USB (4 x USB 2.0, 1 x USB 3.2 Type-C port, 2 x USB 3.2 Gen 1 ), 1 x HDMI , 1x Display Port , 1 x RJ45 Port (Ethernet Port), 1xuniversal audio port.                                                                                                                                                                 |                     |
| 9              | Power Management | Not more than 200W or higher 85% - 94% energy efficient power supply                                                                                                                                                                                                                                                               |                     |
| 10             | Security         | TPM 2.0 (Hardware) and chassis intrusion switch / sensor                                                                                                                                                                                                                                                                           |                     |

|    |                                                                         |                                                                                                                                                                                                                                                                                                                                                                      |  |
|----|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 12 | Monitor                                                                 | Minimum 21.5 "Wide TFT minimum TCO edge and energy star 8.0 certified ,Resolution min 1920x1080.Power supply should be provided through single power cable only without any adaptor , Integrated ports in the monitor : 1 x VGA,1 x HDMI,1 x Display Port                                                                                                            |  |
| 13 | Keyboard                                                                | 104 Keys or Higher OEM USB Keyboard with (₹) symbol , same Desktop OEM make (OEM logo must embossed in the keyboard)                                                                                                                                                                                                                                                 |  |
| 14 | Chassis                                                                 | SFF chassis (not more than 10L in volume )                                                                                                                                                                                                                                                                                                                           |  |
| 15 | Mouse                                                                   | Optical Scroll with USB Interface. Same Desktop OEM make Mouse (OEM Logo Must embossed in the Mouse )                                                                                                                                                                                                                                                                |  |
| 16 | Operating system and Regulatory Certification (for the offered Desktop) | Microsoft Windows 11 Professional & Linux ( Ubuntu/Red hat / SUSE / Fedora ) FCC, CE,UL, Energy Star 8.0, EPEAT India , ROHS, ISO 9001,14001,27001, 50001, 45000 in the name of the Desktop OEM , not in the name of Desktop ODM (Original design manufacturer) . Technical Compliance and Warranty undertaking on OEM Letterhead need to submit along with the Bid. |  |
| 17 | Accessories                                                             | All Power Cords, Connecting cable etc.                                                                                                                                                                                                                                                                                                                               |  |
| 18 | Warranty                                                                | 03 Years Comprehensive OEM onsite Warranty including all accessories.                                                                                                                                                                                                                                                                                                |  |

### **C. Technical Specification for Laser Printer**

| #  | Component        | Specification & Description               | Comply (Y/N) |
|----|------------------|-------------------------------------------|--------------|
| 1  | Print type       | Mono single function laser printer        |              |
| 2  | Print speed      | 31 to 35 pages per minute                 |              |
| 3  | Duty Cycle       | 50000 prints monthly                      |              |
| 4  | Print Language   | UFR II, PCL 6                             |              |
| 5  | Print resolution | 600x600dpi                                |              |
| 6  | Display          | 5.3cm LCD Screen(5 line)                  |              |
| 7  | RAM              | 256MB                                     |              |
| 8  | Duplex           | Yes                                       |              |
| 9  | Trays            | 250 Sheets paper input, 100 sheets output |              |
| 10 | OS support       | Windows, MAC, chrome os and Linux         |              |

|    |              |                                       |  |
|----|--------------|---------------------------------------|--|
| 11 | Connectivity | Ethernet, Usb 2.0, wifi, wifi direct  |  |
| 12 | Warranty     | 2 years onsite                        |  |
| 13 | FPOT         | 5 sec                                 |  |
| 14 |              | duplex print speed upto 20ppm         |  |
|    |              | print language must include PCL & UFR |  |
|    |              | starter toner yield must be 1000      |  |
|    |              |                                       |  |

**D. Technical specifications for the MFP Laser jet Printer**

| #  | Component                                                                                                     | Specification & Description                                                                                                                 | Comply (Y/N) |
|----|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 1  | Description of Stores                                                                                         | A4 and Legal size Multifunction Machine Printer with core function as Print, Scan and Copy with Power Cord/Adapter and connecting USB cable |              |
| 2  | Printing Technology                                                                                           | Electrophotography/Xerography (Laser/LED)                                                                                                   |              |
| 3  | Cartridge Technology                                                                                          | Composite Cartridge                                                                                                                         |              |
| 4  | Type of Printing                                                                                              | Monochrome (Black)                                                                                                                          |              |
| 5  | Availability of Fax                                                                                           | No                                                                                                                                          |              |
| 6  | Operating System Compatibility                                                                                | Microsoft Windows,Linux,Mac OS,Microsoft Windows Server                                                                                     |              |
| 7  | Printing Performance                                                                                          |                                                                                                                                             |              |
| 8  | Minimum Print Speed per Minute as per ISO/IEC 24734 in A4 Size-Monochrome (Black) (in PPM) for Laser/LED MFPs | 30 to 34                                                                                                                                    |              |
| 9  | Duplexing & Copying Features                                                                                  |                                                                                                                                             |              |
| 10 | Auto Duplexing Printing/Coping (2-sided Feature)                                                              | Yes                                                                                                                                         |              |
| 11 | Reduction and Enlargement Feature                                                                             | Yes                                                                                                                                         |              |

|    |                                                               |                                                         |  |
|----|---------------------------------------------------------------|---------------------------------------------------------|--|
| 12 | Scanning Capabilities                                         |                                                         |  |
| 13 | Maximum Scan Area (Platen/ADF)                                | A4 and Legal                                            |  |
| 14 | A4 Scan Speed - Colour (Image Per Minute) @ 200 x 200 dpi     | 11 to 20                                                |  |
| 15 | Scan To Functions                                             | Email, Scan to Local Computer                           |  |
| 16 | Document and Paper Handling                                   |                                                         |  |
| 17 | Original Document Feeder Type (For Scanning and Copying)      | Automatic Document Feeders (ADF)                        |  |
| 18 | Feeder Capacity (Number of Sheets) (For Scanning and Copying) | 31 to 40                                                |  |
| 19 | Number of Main Paper Tray                                     | 1                                                       |  |
| 20 | Total Main Paper Tray Combined Capacity (Number) at 75 GSM    | 201 to 300                                              |  |
| 21 | Bypass Tray Facility                                          | No                                                      |  |
| 22 | Bypass Tray Capacity at 75 GSM                                | Not Applicable                                          |  |
| 23 | Connectivity and Reliability                                  |                                                         |  |
| 24 | Connectivity                                                  | USB Port,Ethernet Port,Wi-Fi                            |  |
| 25 | Duty Cycle (Number of Prints/Month)                           | 50,000 to 79,999                                        |  |
| 26 | Certification and Warranty                                    | 2 years standard warranty                               |  |
| 27 | BIS CRS Compliance                                            | Yes as per IS 13252 (Part 1)/IS/IEC 62368: Part 1: 2023 |  |
| 28 | On Site Warranty (in Year)                                    | 2                                                       |  |
| 29 | Extended Warranty (in Years) over and above standard warranty | 0                                                       |  |

|    |                                                                                |       |  |
|----|--------------------------------------------------------------------------------|-------|--|
| 30 | Maximum Number of Prints covered under Product warranty (Whichever is earlier) | 50000 |  |
|----|--------------------------------------------------------------------------------|-------|--|

### **E. Technical specifications for Scanner**

| #  | Component                                  | Specification & Description                                                                                                                                                                                                    | Comply (Y/N) |
|----|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 1  | <b>Type</b>                                | A4Sheet-fed, Single Pass Duplex Document Scanner                                                                                                                                                                               |              |
| 2  | <b>Scanning Speed (Fastest)</b>            | 35 ppm/ 70 ipm                                                                                                                                                                                                                 |              |
| 3  | <b>Suggested Daily Volume</b>              | 5500 Sheets                                                                                                                                                                                                                    |              |
| 4  | <b>Sensor</b>                              | CIS                                                                                                                                                                                                                            |              |
| 5  | <b>Optical resolution</b>                  | Up to 600dpi                                                                                                                                                                                                                   |              |
| 6  | <b>Output Resolution</b>                   | 100/150/200/240/300/400/600/1200 dpi                                                                                                                                                                                           |              |
| 7  | <b>Background Color</b>                    | White(* Can be changed to black by image processing)                                                                                                                                                                           |              |
| 8  | <b>ADF Loaded (80 glm2}</b>                | A4/LTR size: 100 sheets, Size larger than A4/LTR: 80 sheets                                                                                                                                                                    |              |
| 9  | <b><u>Supported</u> interfaces</b>         | USB 3.2 / USB 3.1/ USB 3.0 / USB 2.0 (Connector type: TypeTM), *When the expression "USB 2. o Type-C, US8 Type-C" is used, the following trademark description is required                                                     |              |
| 10 | <b>Size <u>W</u> x <u>D</u> x <u>H</u></b> | 283 (11.2") x 223(8. 8") x 218 (8.6") mm (with the paper input tay instated and the paper output tray retracted), 283 (11.2") x 551(21.7")x366 (14.4") mm (with the input tray installed and the paper output tray pulled out) |              |
| 11 | <b>Welght</b>                              | Approximately 3.2 kg                                                                                                                                                                                                           |              |
| 12 | <b>Power Consumption</b>                   | Operating maximum: 15.6 Wor less, In sleep mode: 0.6<br>, W, Power OFF: 0.1 W or less                                                                                                                                          |              |

### **G. Technical specifications for Passbook Printer**

| # | Component | Specification & Description | Comply (Y/N) |
|---|-----------|-----------------------------|--------------|
| 1 |           | EPSON PLQ 35                |              |
|   |           |                             |              |

### **H. Technical specifications for Monitor 24 inch**

| #  | Component             | Specification & Description         | Comply (Y/N) |
|----|-----------------------|-------------------------------------|--------------|
| 1  | Display Size          | 23.8" (60.45 cm)                    |              |
| 2  | Display Type          | LED-backlit LCD / TFT Active Matrix |              |
| 3  | Panel Type            | VA                                  |              |
| 4  | Aspect Ratio          | 16:09                               |              |
| 5  | Resolution            | Full HD 1920 × 1080 @ 60 Hz         |              |
| 6  | Pixel Pitch           | 0.2745 mm                           |              |
| 7  | Pixel Density         | 93 PPI                              |              |
| 8  | Brightness            | 250 cd/m <sup>2</sup>               |              |
| 9  | Contrast Ratio        | 3000:01:00                          |              |
| 10 | Response Time         | 8 ms (Normal), 5 ms (Fast)          |              |
| 11 | Viewing Angle         | 178° Horizontal / 178° Vertical     |              |
| 12 | Colour Support        | 16.7 Million Colours                |              |
| 13 | Colour Gamut          | 72% CIE 1931 / 83% CIE 1976         |              |
| 14 | Screen Coating        | Anti-Glare                          |              |
| 15 | Backlight             | LED                                 |              |
| 16 | Refresh Rate          | 60 Hz                               |              |
| 17 | Video Inputs          | 1 × HDMI (HDCP 1.2), 1 × VGA        |              |
| 18 | VESA Mounting         | 100 × 100 mm                        |              |
| 19 | Stand Adjustment      | Tilt: -5° to +21°                   |              |
| 20 | Power Consumption     | 16 W (On Mode), 25 W (Max)          |              |
| 21 | Standby / Sleep       | 0.3 W                               |              |
| 22 | Dimensions with Stand | 55.264 × 17.1 × 42.035 cm           |              |
| 23 | Weight with Stand     | 3.85 kg                             |              |
| 24 | Warranty              | 3 Years Warranty                    |              |

### **I. Technical specifications for Monitor 20 inch**

| #  | Component             | Specification & Description         | Comply (Y/N) |
|----|-----------------------|-------------------------------------|--------------|
| 1  | Display Size          | 19.5 inches (49.53 cm)              |              |
| 2  | Display Type          | LED-backlit LCD / TFT Active Matrix |              |
| 3  | Panel Type            | TN (Twisted Nematic)                |              |
| 4  | Aspect Ratio          | 16:09                               |              |
| 5  | Resolution            | 1600 x 900 @ 60 Hz                  |              |
| 6  | Pixel Pitch           | 0.27 x 0.27 mm                      |              |
| 7  | Pixel Density         | 94 PPI                              |              |
| 8  | Brightness            | 250 cd/m <sup>2</sup> (Typical)     |              |
| 9  | Contrast Ratio        | 1000:1 (Typical)                    |              |
| 10 | Response Time         | 5 ms (Gray-to-Gray, Normal)         |              |
| 11 | Viewing Angle         | 170° Horizontal / 160° Vertical     |              |
| 12 | Colour Support        | 16.7 Million Colours                |              |
| 13 | Colour Gamut          | 72% CIE 1931 / 83% CIE 1976         |              |
| 14 | Screen Coating        | Anti-Glare                          |              |
| 15 | Backlight             | LED                                 |              |
| 16 | Refresh Rate          | 60 Hz                               |              |
| 17 | Video Inputs          | 1 x DisplayPort 1.2, 1 x VGA        |              |
| 18 | VESA Mounting         | 100 x 100 mm                        |              |
| 19 | Stand Adjustment      | Tilt (-5° to +21°)                  |              |
| 20 | Power Consumption     | 9.9 W On Mode / 11 W Typical        |              |
| 21 | Standby / Sleep       | 0.3 W                               |              |
| 22 | Dimensions with Stand | 47.15 x 17.1 x 36.90 cm (W x D x H) |              |
| 23 | Weight with Stand     | 2.94 Kg                             |              |
| 24 | Warranty              | 3 Years Warranty                    |              |

#### **Note to the Bidders:**

- The Bidder shall submit a duly signed and stamped Self-Declaration Certificate on its company letterhead confirming that all components, equipment, materials, and accessories proposed under the bid are fully compliant with the technical specifications, performance requirements, standards, and parameters stipulated in this RFP.

- a. All offered components conform to the specifications mentioned in the RFP without any deviation, unless expressly highlighted in the bid submission.**
  - b. Any discrepancy, misrepresentation, or non-conformity identified during technical evaluation, inspection, testing, delivery, installation, or warranty period may result in rejection of the bid, cancellation of the purchase order/contract, forfeiture of applicable securities, and/or other actions as deemed appropriate by the Purchaser.**
- Technical Specifications (Annexure-VI) to be filled by OEM in their Letter Head along with full Signature & Stamp. Without OEM letterhead and signature stamp the bid will be cancelled.**

## ANNEXURE VII: PERFORMANCE BANK GAURANTEE

Bank Guarantee No \_\_\_\_\_ dated \_\_\_\_\_ Amount of Guarantee  
Rs. \_\_\_\_\_ Guarantee cover from dated: \_\_\_\_\_ to dated:  
\_\_\_\_\_ Last Date for Lodgment of claim: \_\_\_\_\_

To,

The Managing Director

The West Bengal State Cooperative Bank Limited

24A, Waterloo Street Kolkata-700 069

In consideration of The West Bengal State Cooperative Bank Ltd (hereinafter called "Beneficiary") having agreed to exempt,

\_\_\_\_\_ (Name of vendor), having its Registered Office situated at  
\_\_\_\_\_ (Hereinafter called the "the obligator(s)") from the demand of  
security deposit of `Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only)  
under the terms and conditions of an agreement dated \_\_\_\_\_ (hereinafter called the "said  
Agreement") for the due fulfillment by the said obligator of the terms and conditions contained in the said  
agreement, on production of the Bank Guarantee for Rs. ` \_\_\_\_\_ (Rupees  
\_\_\_\_\_ only), at the request of the obligator,  
we \_\_\_\_\_, a scheduled commercial Bank having its Head Office at  
\_\_\_\_\_ amongst others a branch at \_\_\_\_\_ (hereinafter referred to as  
"the Bank") has agreed to give following guarantee in favor of the beneficiary for an amount not exceeding  
Rs. ` \_\_\_\_\_ (Rupees \_\_\_\_\_ only) against any loss or damage caused to or  
suffered or would be caused to or suffered by reason of any breach by the said Obligator(s) of any of the terms  
and conditions contained in the said agreement.

1. We, the Bank to hereby undertake to pay the amount payable under this guarantee without any demur  
merely on a demand from the beneficiary stating that the amount claimed is due by way of loss or damage caused  
to or would be caused to or suffered by reason or any breach of the terms and conditions contained in the said  
agreement or by reason of the obligator's failure to perform the said agreement. Any such demand in writing  
made on the Bank shall be conclusive as regards the amount due and payable by the Bank under the guarantee.  
However, our liability under this guarantee shall be restricted to an amount not exceeding  
`Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

2. We, the Bank further agree that the guarantee herein contained shall remain in full force and effect during  
the period that would be taken for the performance of the said agreement and that it shall continue to be  
enforceable till all the dues of the beneficiary under or by virtue of the said agreement have been fully paid and  
its claims satisfied or till the beneficiary certifies that the terms and conditions of the said agreement have been  
fully discharged this guarantee. Unless a demand for claim under this guarantee is made on us in writing on or  
before \_\_\_\_\_, we shall be discharged from all liabilities under this guarantee thereafter.

3. We, the Bank further agree that the beneficiary shall have the fullest liberty, without consent and without effecting in any manner or obligations hereunder, to extend time of performance the said obligator from time to time or to postpone for any time any of the powers exercisable by the beneficiary against the said obligator and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved of our liability by reason of any extension being granted to the said obligator for any forbearance, act or omission on the part of the beneficiary or any indulgence by the beneficiary to the said obligator or by any such matter or thing whatsoever which under the law relating to sureties would not for this provision have effect of so relieving us.

We, the Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the beneficiary in writing.

Notwithstanding anything contained herein:

- (i) Our liability under this Bank Guarantee shall not exceed  
`Rs. \_\_\_\_\_ (Rupees  
\_\_\_\_\_ only).
- (ii) This Bank Guarantee is valid up to \_\_\_\_\_ and
- (iii) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before \_\_\_\_\_ (mention period of the guarantee as found under clause (ii) above plus claim period)

PLACE:

DATE :

SIGNATURE WITH SEAL

## ANNEXURE VIII: CERTIFICATE OF FINANCIALS

To,  
The Managing Director,  
The West Bengal State Co-operative Bank Ltd.  
24A, Waterloo Street,  
Kolkata – 700 069

SUB: Certificate For Financial Credentials.

Ref: RFP Ref. No. – HO/MD/1250

Date - 24/08/2026

Dear Sir,

This is to certify that M/s \_\_\_\_\_, with registered address as \_\_\_\_\_ and having GST Registration No. \_\_\_\_\_ has the following Turnover, Net Profit/Loss and Net worth from its Indian Operations. This information is based on the Audited Financial Statements for Financial Years 2022-23, 2023-24 and 2024-25

| Financial year | Turnover (Rs. In Lacs) as on 31 <sup>st</sup> March | Net Profit Before Tax (Rs. In Lacs) as on 31 <sup>st</sup> March | Enclosed Audited Balance sheet and Profit & Loss A/c (Yes/No) |
|----------------|-----------------------------------------------------|------------------------------------------------------------------|---------------------------------------------------------------|
| 2022-23        |                                                     |                                                                  |                                                               |
| 2023-24        |                                                     |                                                                  |                                                               |
| 2024-25        |                                                     |                                                                  |                                                               |

Date

Place:

Signature of CA/Statutory Auditor

Name of CA/Statutory Auditor:

Designation:

UDIN:

| Sl. No. | Operational Unit Name   | Operational Unit Type | Operational Unit Address                                                                       |
|---------|-------------------------|-----------------------|------------------------------------------------------------------------------------------------|
| 1       | Head Office             | WBSCB Head Office     | 24A Waterloo Street, Kolkata- 700069                                                           |
| 2       | Behala Branch           | WBSCB Branch          | 15A S. N. Roy Road, Kolkata- 700038                                                            |
| 3       | Beliaghata Branch       | WBSCB Branch          | P-52 C.I.T. Scheme- VI (M), Kolkata- 700054                                                    |
| 4       | Bhowanipore Branch      | WBSCB Branch          | 28A, S. P. Mukherjee Road, Bhowanipore, Kolkata- 700025                                        |
| 5       | Chetla Branch           | WBSCB Branch          | Auditorium Block, CIT Market, Kolkata- 700037                                                  |
| 6       | Entally Branch          | WBSCB Branch          | 27/1C, C.I.T. Road, Scheme-LV, Kolkata- 700014                                                 |
| 7       | Gariahat Branch         | WBSCB Branch          | 2/2A Nandy Street, Kolkata- 700029                                                             |
| 8       | Golpark Branch          | WBSCB Branch          | 28/3A Gariahat Road, Kolkata- 700029                                                           |
| 9       | Hatibagan Branch        | WBSCB Branch          | 62 AUROBINDO SARANI, Kolkata- 700005                                                           |
| 10      | Kolkata Main Branch     | WBSCB Branch          | 24A, Waterloo Street, Kolkata- 700069                                                          |
| 11      | New Alipore Branch      | WBSCB Branch          | Premises No.- 63, Bankim Mukherjee Sarani, P.O- New Alipore, P.S- New Alipore, Kolkata- 700053 |
| 12      | Poura Bhavan Branch     | WBSCB Branch          | 415A, 1St Floor, FD Block, Sec- III, Poura Bhawan, Salt Lake City, Kolkata- 700106             |
| 13      | Salt Lake Branch        | WBSCB Branch          | EC-156, Sector- I, Salt Lake, Kolkata- 700064                                                  |
| 14      | Shyambazar Branch       | WBSCB Branch          | 15/2B, Balaram Ghosh Street, Kolkata- 700004                                                   |
| 15      | Siliguri Day Branch     | WBSCB Branch          | 1st Floor, Hill Cart Road, Sarkar Mansion, Siliguri, Dist.- Darjeeling, Pin- 734001            |
| 16      | Siliguri Evening Branch | WBSCB Branch          | 1st Floor, Hill Cart Road, Sarkar Mansion, Siliguri, Dist.- Darjeeling, Pin- 734001            |
| 17      | Alipurduar Branch       | WBSCB Branch          | Puran Bazar, Alipurduar Choupathi, P.O+Dist.- Alipurduar, Pin- 736121                          |
| 18      | Cooch Behar Branch      | WBSCB Branch          | Biswa Singha Road, P.O+Dist.- Cooch Behar, Pin- 736101                                         |
| 19      | Dinhata Branch          | WBSCB Branch          | Main Road, P.O- Dinhata, Cooch Behar, Pin- 736135                                              |
| 20      | Falakata Branch         | WBSCB Branch          | Old Choupathi, Sitalabari, P.O+P.S- Falakata, Alipurduar, Pin- 735211                          |
| 21      | Mathabhanga Branch      | WBSCB Branch          | Imigration Road, Mathabhanga, Cooch Behar, Pin- 736146                                         |
| 22      | Toofangunj Branch       | WBSCB Branch          | Sarat Sudha Bhawan, Ward No.- 4, P.O- Toofanganj, Cooch Behar, Pin- 736159                     |
| 23      | Amdanga Branch          | WBSCB Branch          | Vill- Rafipur, P.O- Arkhali, Amdanga Panchayat BDO Building, North 24 Pgs, Pin- 743221         |
| 24      | Baduria Branch          | WBSCB Branch          | Baduria Bazar, Vill+P.O- Baduria, North 24 Pgs, Pin- 743401                                    |
| 25      | Barasat Branch          | WBSCB Branch          | 1st Floor, R.B.C Road, Near Barasat Court, North 24 Pgs, Pin- 700124                           |
| 26      | Barrackpore Branch      | WBSCB Branch          | 1 no. Pipe Road, Ashadeep Municipal Complex, Barrackpore Chiriamore, North 24 Pgs, Pin- 700120 |
| 27      | Basirhat Branch         | WBSCB Branch          | Near Basirhat Court, P.O- Basirhat, North 24 Pgs, Pin- 743411                                  |
| 28      | Bongaon Branch          | WBSCB Branch          | School Road, Opp. Bongaon High School, P.O- Bongaon, North 24 Pgs, Pin- 743235                 |
| 29      | Chandpara Branch        | WBSCB Branch          | Near Chandpara Bazar, P.O- Chandpara, North 24 Pgs, Pin- 743245                                |
| 30      | Dum Dum Branch          | WBSCB Branch          | 60 Purba Sinthee Road, Kadamtala Bazar, Dum Dum, North 24 Pgs, Pin- 700030                     |
| 31      | Habra Branch            | WBSCB Branch          | Ward No.- 3, 48/51 East Khamar Dhuba, Jassore Road, P.O+P.S- Habra, Pin- 743263                |
| 32      | Helencha Branch         | WBSCB Branch          | P.O- Helencha, P.S- Bagdah, North 24 Pgs, Pin- 743270                                          |

|    |                              |                       |                                                                                                          |
|----|------------------------------|-----------------------|----------------------------------------------------------------------------------------------------------|
| 33 | Kanchrapara Branch           | WBSCB Branch          | 217, KGR Path, Lichubagan, Baisakhi Market Complex P.O- Kanchrapara, North 24 Pgs. Pin- 743145           |
| 34 | Panshila Branch              | WBSCB Branch          | Panihati Municipality Market Complex, R. N. Avenue, P.O- Panshila, North 24 Pgs, Pin- 700112             |
| 35 | Amtala Branch                | WBSCB Branch          | Baruipur Road, Pallisree, P.O- Kanyanagar, P.S- Bishnupur, South 24 Pgs, Pin- 743503                     |
| 36 | Baruipur Branch              | WBSCB Branch          | Shyamsundar Complex, Kalitala, Baruipur Station Road, P.O- Baruipur, South 24 Pgs, Pin- 700144           |
| 37 | Bhangore Branch              | WBSCB Branch          | Vill- B. Gobindapur, P.O- Gobindapur, P.S- Bhangore, South 24 Pgs, Pin- 743502                           |
| 38 | Bijoygunj Branch             | WBSCB Branch          | Vill- Lakshmikantapur, P.O- Ghateswar, P.S- Mandir Bazar, South 24 Pgs, Pin- 743336                      |
| 39 | Canning Branch               | WBSCB Branch          | Near Canning Petrol Pump P.O+ P.S- Canning Town, South 24 Pgs, Pin- 743329                               |
| 40 | Diamond Harbour Branch       | WBSCB Branch          | Near Diamond Harbour Municipality, P.O- Diamond Harbour, South 24 Pgs, Pin- 743331                       |
| 41 | Kakdwip Branch               | WBSCB Branch          | Nayapara, Ganeshpur, Near Pratapaditya Nagar Gram Panchayat, P.O+P.S- Kakdwip, South 24 Pgs, Pin- 743347 |
| 42 | Kashinagar Branch            | WBSCB Branch          | Kashinagar, Vill+P.O- Kashinagar, P.S- Raidighi, South 24 Pgs, Pin- 743349                               |
| 43 | Pathar Pratima Branch        | WBSCB Branch          | Vill- Dakshin Shibganj, P.O+P.S- Pathar Pratima, South 24 Pgs, Pin- 743371                               |
| 44 | Sagar Branch                 | WBSCB Branch          | Vill+P.O- Rudranagar, Sagar, South 24 Pgs, Pin- 743373                                                   |
| 45 | North 24-PGS Regional Office | WBSCB Regional Office | 36, Rishi Bankim Sarani, Near Barasat Court, Barasat, North 24 Pgs, Pin- 700124                          |
| 46 | South 24-PGS Regional Office | WBSCB Regional Office | Near Diamond Harbour Municipality, P.O- Diamond Harbour, South 24 Pgs, Pin- 743331                       |
| 47 | Coochbehar Regional Office   | WBSCB Regional Office | Biswa Singha Road, P.O+Dist.- Cooch Behar, Pin- 736101                                                   |
| 48 | ACMART                       | WBSCB Training Centre | 415A, FD Block, Sector- III, Salt Lake, Bidhannagar, Kolkata- 700106                                     |
| 49 | AFTRDC                       | WBSCB Training Centre | Biswa Singha Road, P.O+Dist.- Cooch Behar, Pin- 736101                                                   |