



# THE WBSCARD BANK LTD.

THE WEST BENGAL STATE CO-OPERATIVE AGRICULTURE & RURAL DEVELOPMENT BANK LTD.

ICMARD Building, 6<sup>th</sup> Floor, 14/2, CIT Scheme- VIII (M), Kolkata-700 067

PBX : 033-2356-0028, 033-2356-0065

Email : wbscardb@gmail.com Visit us at: www.wbscardb.com

Memo No. 10/P-V/Admn./ 2109

February 20, 2025

## NOTICE INVITING QUOTATION

Sealed quotations are invited from eligible reputed Vendors or their authorized Distributors/Dealers/Retailers/Reliable & Resourceful Firms / Agencies for Non-Comprehensive Annual Maintenance Contract of CCTV Cameras and related accessories at the Head Office of The WBSCARD Bank Ltd. at ICMARD Building, 6<sup>th</sup> Floor, Block – 14/2, C.I.T. Scheme – VIII (M), Ultadanga, Kolkata – 700 067

### Objective and scope of this Quotation:

Non-Comprehensive Annual Maintenance Contract for maintenance of CCTV Cameras and related accessories at the Head Office of The WBSCARD Bank Ltd. at ICMARD Building, 6<sup>th</sup> Floor, Block – 14/2, C.I.T. Scheme – VIII (M), Ultadanga, Kolkata – 700 067 for a period of 12 months and can be extended for another 12 months if the service rendered is found to be satisfactory.

### Terms and Conditions:

1. The AMC is for an initial period of 12 months and renewable thereafter if the services are found to be satisfactory it can be extended for another 12 months.
2. AMC shall include the checking of the entire system **at least on fortnightly interval** and extending necessary services/repairing to keep the system operative satisfying all its requirements. Under all circumstances, standby arrangement is mandatory.
3. The Bidder has to ensure uninterrupted recording of CCTV Surveillance System at all locations. It includes relocation of CCTV cameras and time to time checking for proper connectivity of the system.
4. The quoted rate should be inclusive of all charges.
5. All the complaints received from the Head Office should be attended within the next working day failing which shall incur a deduction in the Monthly Payment.
6. If any item is required to be replaced/procured the same shall be done by the Agency with additional cost duly approved by the competent authority of The WBSCARD Bank Ltd. In such case, the items must be procured and replaced within two working days from the date of receiving approval from the authority of the Bank.
7. It shall be the responsibility of the Service Provider to ensure that all the CCTV Surveillance System and equipment work satisfactorily throughout the contract period.
8. The Bidder should have its Service Providing Office in Kolkata.
9. The Bidder should possess minimum **3 years** experience for supply / installation / maintenance of CCTV equipments in Government Sector i.e. Central / State Public Sector undertakings, autonomous bodies, Research and Educational Institutions etc.
10. The system must be checked by a technical person **at least on fortnightly interval**.
11. The quotation must be valid for a period of at least **3 [Three] months** from the last date of submission.
12. The rate must be spelt out in clear terms. The quoted rate should be inclusive of all labour charges and applicable taxes.



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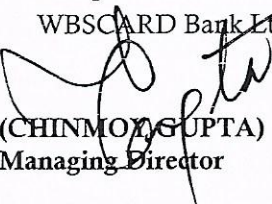
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13. During evaluation of the quotation, the authority may at its discretion ask the Bidder for clarification of Bids. The request for clarification and the response may be in writing or verbal as the case may be.
14. The rate quoted in the Bid will be the deciding factor while deciding the Bid in favour or against any Bidder.
15. The right to reject the lowest or all the quotations without assigning any reason thereof is kept reserved by the competent authority of The WBSCARD Bank Ltd.
16. The Bidder shall append a **Certificate** with the Bid that the firm/agency has not been debarred/blacklisted for any reason/period by any Central/State Govt. Dept./University/PSU, etc. If so, particulars of the same may be furnished. Concealment of facts shall lead to cancellation of the order.
17. Prospective Bidders/Agencies must visit the location/site for getting detailed Camera positions and location of other equipments and for proper understanding of other Scope of Works before submitting the Quotation.
18. The authority of The WBSCARD Bank Ltd. reserves the right to accept or reject any or all Bids or negotiate on any of the specification/items/conditions of the Quotation and to annul the Bidding process and reject all the Bids at any time prior to placement of order without assigning any reason thereto and without any obligation to inform the affected Bidders.
19. The Bidder must append the following documents with the Bid:-
  - a) Credentials.
  - b) Copies of PAN.
  - c) Copies of GST Registration Certificate.
  - d) Trade Licence.
20. The Payment terms shall be as under:-
  - a) The Service Provider should raise the Invoice/Bill at the end of each month.
  - b) Payment will be released within 7 days after satisfactory performance for that month.
  - c) Statutory Tax/Cess/Levy shall be deducted at source as per Prevailing Rules at the time of payment and will be deposited with the quarter concerned.
21. Any legal dispute, if arises, shall be subject to the jurisdiction of the Courts at Kolkata and other jurisdiction shall have no legal sanctity.
22. The Quotation in own Letter-Head, complete in all respects, must reach the Head Office of The WBSCARD Bank Ltd. at 6<sup>th</sup> Floor, ICMARD Building, Block – 14/2, CIT Scheme – VIII (M), Ultadanga, Kolkata – 700067 under Sealed Cover latest by **March 07, 2025 up to 5 PM**. The Quotation received after due date and time or incomplete in other respect shall be liable to be rejected.
23. The sealed cover containing the Quotation should be addressed to the Managing Director and superscribed as “Non-Comprehensive Annual Maintenance Contract of CCTV Cameras and related accessories at the Head Office of The WBSCARD Bank Ltd”.

  
(CHINMOY GUPTA)  
Managing Director





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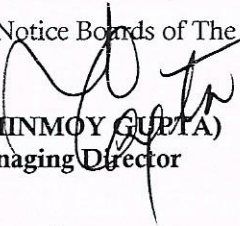
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Memo No. 10/P-V/Admn./

February 12, 2025

Copy forwarded for kind information and necessary actions to:-

1. Sri Suman Bhar, DGM(BDD)-in-Charge of IT, The WBSCARD Bank Ltd., with a request to upload the NIQ in the Website of The WBSCARDB Ltd.
2. Sanchari Mitra, AGM [FM], ICMARD, with a request a upload the NIQ in the Website of ICMARD.
3. Notice Boards of The WBSCARDB Ltd. and ICMARD.

  
(CHINMOY GUPTA)  
Managing Director

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## ANNEXURE – I (List of Equipments)

Sl. No.	Name of the Equipment	Quantity	Location
1	2 MP IP Dome Cameras (CP Plus)	16 Nos.	Different areas at 6 <sup>th</sup> Floor of ICMARD Building
2	Monitor 32 Inch (Samsung)	1 No.	DGM (Admn.) Chamber
3	8 Port POE Switch (Digisol)	1 No.	DGM (Admn.) Chamber
4	4 Port POE Switch (Digisol)	1 No.	DGM (Admn.) Chamber
5	16 Channel single SATA NVR (CP Plus)	1 No.	DGM (Admn.) Chamber
6	16 Port Network Switch (D Link)	1 No.	DGM (Admn.) Chamber
7	4 U Rack (Secureye)	2 Nos.	DGM (Admn.) Chamber
8	12 V 2 Amp SMPS	6 Nos	Different areas at 6 <sup>th</sup> Floor of ICMARD Building
9	6TB HDD	1 No	DGM (Admn.) Chamber

1902  
2023



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## ANNEXURE -II (Price Schedule)

Sl. No.	Description of Product /Item	Amount per month (Incl GST) (Rs.)	Total Amount for 12 months (Rs.)
1	Non-Comprehensive Annual Maintenance Contract of CCTV Camera and related accessories as detailed in Annexure - I		

I / We hereby accept all the above terms & conditions as laid down in the NIQ bearing no.- 10/P-V/Admn./ dated February 19, 2025

Signature of the Authorized Signatory with date & Official Stamp

*(Handwritten signature)*  
2/19/2025