



DESPATCH

CIN: U74140WB1961SOC025037

Chairman
Managing Director

2236-1212
2221-6390

THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPN. LTD.

(A GOVERNMENT OF WEST BENGAL UNDERTAKING)

Regd. Office : Shilpa Bhavan, 31, Black Burn Lane, Kolkata - 700 012

No. SB-2/1234/7/25-26

Date 27/01/2026

To

All Interested IT Vendors / HP Authorised Partners

Sub: Request for Quotation (RFQ) for Supply of HP LaserJet Pro MFP 4104sdW

Sir/Madam,

Sealed quotations are hereby invited from HP Authorised IT Vendors for the supply of 02 (Two) Nos. HP LaserJet Pro MFP 4104sdW as per details given below:

1. Item Details:

- Name of Item: HP LaserJet Pro MFP 4104sdW
- Quantity: 02 (Two) Nos.

2. Eligibility Criteria:

The bidder must be an HP Authorised Partner and shall submit valid documentary proof in support of authorisation.

3. Documents to be Submitted (Mandatory):

- Copy of HP Authorised Partner Certificate
- Copy of GST Registration Certificate
- Quotation on Vendor's Letterhead with seal and signature
- Price breakup clearly indicating GST
- Warranty / Support details as per OEM norms

4. Submission Timeline:

The quotation along with all supporting documents must be submitted within seven (07) days from the date of issue of this RFQ.

5. Submission Address:

The quotation may be submitted in sealed cover addressed to:

The Marketing Manager

The West Bengal Small Industries Development Corporation Ltd. (WBSIDC Ltd.)

31, BLACK BURN LANE (SHILPA BHAWAN), KOLKATA-7000 012

6. General Terms:

- WBSIDC Ltd. reserves the right to accept or reject any or all quotations without assigning any reason thereof.
- Incomplete quotations or quotations without required documents are liable to be rejected.

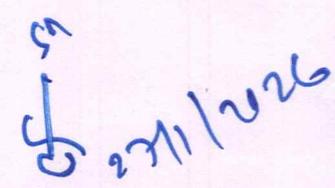
This issues with the approval of the competent authority.

Yours faithfully,


The Marketing Manager
WBSIDC Ltd.

Copy to :

1. Managing Director.
2. Executive Director-I
3. Executive Director-II
4. Chief Financial Officer
5. Estate Manager
6. Marketing Manager
7. Executive Engineer
8. Office Copy


The Marketing Manager
WBSIDC Ltd.

