

Government of West Bengal
 Directorate of Food Processing Industries
 Benfish Tower (6th Floor), GN-31, Sector-V, Salt Lake, Kolkata- 700091

Memo No. I/751820/2026

Date: 09-03-2026

NOTICE INVITING QUOTATIONS

Quotations are invited by the Director, Directorate of Food Processing Industries, Government of West Bengal from experienced and reputed agencies/vendors for finalizing rates for re-filling of cartridges of printers and photocopier machines installed at the Directorate of FPI and empanelment of vendor/agency accordingly.

1. Eligibility Criteria of Intending Agency : Must have valid Trade License/Certificate of Incorporation, PAN, GST Registration Certificate.
2. Items with minimum annual quantities:

SI No	Printer/ Xerox Model	Re-filling of cartridges	Minimum requirement per year
1	Brother-T920DW	BT5000BCMY	1 set
2	Canon G2010	GI-790BCMY	1 set
3	HP MFP136W	HP110A	3 sets
4	Canon Xerox 2525 IR	Canon NPG51	2 sets
5	HP Laser jet M12A	HP79A	1 set
6	Canon LBP6030 B	Canon Cartridge 925	1 set

Re-filling to be carried out the office of Directorate of FPI, Benfish Tower (6 th Floor), Sector-V, Salt Lake, Kolkata-700091 within 07 days from the date of issuance of the work order.

3. Terms and conditions :

3.1. L1 bidder: Lowest rates (summations of 06 items mentioned are at point 2 above) provided by any bidder/vendor will be considered as L1 bidder provided the bidder fulfills all criteria mentioned at point 1.

3.2. Validity of rates: The item wise re-filling rates will be valid till 31st March 2027. The authority may ask the L1 vendor/bidder to supply additional quantities if required by this office as per finalized rates till the end of the term i.e. 31st March 2027.

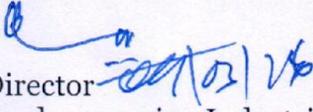
3.3. The selected agency (L1) shall itself perform its obligations under this assignment and shall not assign or transfer or sub- contract any of portion/part of this assignment.

3.4 Authority of Directorate of Food Processing Industries, Government of West Bengal has all right to accept/reject any proposal , which will be the best suited in terms of economic aspects. The decision of the Authority of Directorate of Food Processing Industries shall be final in all aspects.

3.5. Payment shall be released after satisfactory completion of the work and approval of the authority of the Directorate of Food Processing Industries, Government of West Bengal.

The interested eligible bidders/agencies may submit quotation along with supporting documents mentioned are at point 1 from 11th March 2026 to 18th March 2026 (on all Government working days from 11.00 A.M to 04.00 P.M) at the drop box of the Directorate of FPI, Benfish Tower (6 th Floor), Sector-V, Salt Lake City, Kolkata-700091.

The quotations shall be open on 19th March at 12.00 noon at the Conference hall of FPI&H Department, Benfish Tower (6 th Floor), Sector-V, Salt Lake City, Kolkata-700091.

Director 

Directorate of Food processing Industries

09-03-2026

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