

Government of West Bengal  
Office of the Deputy Commissioner of Police  
Reserve Force, Kolkata  
32, B.B.D. Bag (South), Standard Building(3rd Floor), Kolkata - 700 001

NIQ No. 11 / HARE/ REPAIR

DATED: 02.01.2026

NOTICE INVITING QUOTATION

1 Sealed QUOTATIONS are invited by the Dy. Commissioner of Police, Reserve Force, Kolkata from the willing firms for Reparing and Replacing of the particulars are given below, located at Dy. Commissioner of Police, Reserve Force, Kolkata.

(a) Name of work

Issued towards the " Emergent Repair or Replacement of Parts for 03 (Three) pcs of HP Laser Jet P 1108 Black Printers, vide 01 (One) pc. Black Printer Model No.- HP LaserJet Pro MFP M226dn, Serial No.- CNB6J579F; 01 pc Black Printer, Model No.- HP Laser Jet P1008, Serial No.- VNC5M47766 and 01 pc Black Printer, Model No.- HP-1108, Serial No.- VNF5N42175, for HA Office and Computer cell, Reserve Force, Kolkata-700001, Year 2025-26.

(b) Contractors eligible to submit tenders

All bonafide contractors/firms having minimum 01 (one) year/ similar experience for Civil and Electrical work in any Government deptt./PSU/local body are eligible for the work.

(c) Last Date for receipt of quotation

07 working days after the issue of NIQ (upto 03:00 pm)

(d) Time allowed for completion of works

10 days after the issue of work order.

(e) Quotation opening date

2 The intending firms will have to produce valid certificate up to date of Trade Licence, Income Tax, Sale Tax, Professional Tax challan, G.S.T. Resgistration and credential / Completion Certificate / Experience Certificate with the quotation.

3 The price should be quoted inclusive of all taxes and GST and installation charges (if any).

4 The authority reserves the right to reject any or all the quotations without assigning any reason in this regard.

5 Lowest accepted rate in this quotation will be valid for next six months or till further orders.

6 Guarantee / Warranty period of replaced parts should be mentiond are the time of quotation rate.

7 Firms / Agencies who are willing to comly with the above criteria only should submit rate.

8 Quotations should be addressed to the Deputy Commissioner of Police, Reserve Force, 32 B.B.D.Bag (south), Kolkata-700001 and to be dropped in the sealed Quotaton / Tender Box kept at the mentioned office before the last date or may be sent Registered Post/Speed Post by super scribing the envelope as Emergent Reapir or replacement of parts Parts for 03 (Three) pcs of HP Laser Jet P 1108 Black Printers, vide 01 (One) pc. Black Printer Model No.- HP LaserJet Pro MFP M226dn, Serial No.- CNB6J579F; 01 pc Black Printer, Model No.- HP Laser Jet P1008, Serial No.- VNC5M47766 and 01 pc Black Printer, Model No.- HP-1108, Serial No.- VNF5N42175, for HA Office and Computer cell, Reserve Force and NIQ No..... and date"..... So as to reach on or before the last date.

*Seal* —

Deputy commissioner of Police  
Reserve Force, Kolkata

Memo No. 7/3/RF/Accts

Copy forwarded for information and necessary action to :

1. AC RF (Member).
- ✓ 2. HA RF (Member).
3. Notice Board / KP Website Publication
4. IRF

Dated. 02/01/26

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Deputy Commissioner of Police  
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Reserve Force, Kolkata  
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