



WEST BENGAL BOARD OF SECONDARY EDUCATION
Nivedita Bhavan, Block-DJ-8, Sector-II, Karunamoyee, SaltLake, Kolkata- 700 091

Memo.No. QN/10/2025-26

Dated: 15-01-2026

Notice inviting Quotation No. 10 of 2025-2026

Sub: Car Insurance of the office vehicles of the West Bengal Board of Secondary Education, Nivedita Bhawan
Time Allowed : 1 Year , 3 Year & 5 Year

Sealed Quotations are invited from the bonafide and outsider Insurance Companies for providing Car Insurance of the office vehicles of the West Bengal Board of Secondary Education, Nivedita Bhawan, DJ-8, Sector-II, Salt Lake, Kolkata-700091.

Model/Specification:

(Attached with this NIQ)

1. Price Bid (in Company's Letter head) is to be submitted in the following format:

Sl.No.	Car No.	Unit	For 1(One) Year	For 3(Three) Years	For 5 (Five) Years	Details of Proposed facilities to be provided by the Agencies
1	WBO2AP 4390	1				
2	WBO2AP 4378	1				
3	WBO2AP 4619	1				
4	WBO8P 6262	1				
5	WB19L 4809	1				

2) **Submission of Tender:** Interested Agencies may submit their quotation in the Quotation Drop Box at the Chamber of the Finance Officer, at 7th Floor, Nivedita Bhavan, Sector-II, DJ-8, Salt Lake, Karunamoyee, Kolkata-700091 addressed to The Secretary, West Bengal Board of Secondary Education, superscribed "Quotation for Car Insurance of the office vehicles of the West Bengal Board of Secondary Education within 15:00 hrs on 27-01-2026". The NIQ will be opened on the same day at 16:00 hrs. Quoter may remain present at the time of opening of the quotations.

3) **Documents to be submitted:**

- Photocopy of Valid Trade License (Self attested).
- Photocopy of Valid PAN. (Self attested).
- Photocopy of Valid GST Certificate (Self attested).
- Photocopy of Valid P.Tax Certificate (Self attested).

Terms and Conditions:

- Payment Terms:** Payment will be made after satisfactory completion of job.
- Tender Committee of WBBSE reserves the right of not accepting the lowest quotation or rejecting any or all the quotations without assigning any reason thereof.

Saha 15-01-26
Finance Officer, WBBSE

Copy to:-

- Tender Committee Members- with request to kindly attend opening on said date & time.
- P.A to President
- Secretary Unit
- Caretaker with request to put up on Notice Boards at Head Office Park Street, Derozio Bhavan and Nivedita Bhavan, WBBSE.
- O.S Security
- Files

Finance Officer, WBBSE