

THE WEST BENGAL STATE HANDICRAFTS CO-OPERATIVE SOCIETY LIMITED
(Under Joint Management of Central & WB Govt.)
"BANGASREE BHAVAN", 4D/23/1, Dharmatala Road,
P.O. Tiljala, P.S.- Kasba New, Kolkata-700 039
Phone: (033) 2343 1935/65/41
Email: bangasree.hqwb@gmail.com

ENLISTMENT NOTICE

Enlistment Notice No. WBSHCS/EN01(e)/2026-27 Dated 08/10/2026
Of The West Bengal State Handicrafts Co-operative Society Ltd. (BANGASREE)

Ref. No. 1653 /WBSHCS/2026-27

Date- 12/10/2026

Notice is hereby published by the Office of the West Bengal State Handicrafts Co-operative Society Ltd. (Bangasree), 4D/23/1, Dharmatala Road, Post Tiljala. PS: Kasba New, Kolkata - 700 039 from the **Bonafide Co-operatives/ SHG/MSMEs/SSI Unnotice/Agencies/Firms/Individuals** in West Bengal for supply of **General items (Non-cat various items) in West Bengal**. This notice is being invited to enable West Bengal State Handicrafts Co-operative Society Ltd. (BANGASREE) to supply to different authorities who shall require these items.

- This notice is being invited to enable The West Bengal State Handicrafts Co-operative Society Ltd. (BANGASREE) to obtain vendors of future Orders of general items as per Government orders.
- The exact value and quantity of supply can only be ascertained when actual order is received by The West Bengal State Handicrafts Co-operative Society Ltd. (BANGASREE) from the buyer.
- Allocation under Promotional Order shall be made in due course after the finalization of this enlistment.

Response is to be submitted in electronic format at official mail id (bangasree.hqwb1@gmail.com) by 02:00 P.M. of 05.11.2026

TECHNICAL APPLICATION:

Sl. Nos.	Category	Description of Category
A	Certificates	* Attested copy of IT. Return for F.Y. 2023-2024, 2024-2025, 2025-2026 with PAN Card. * GST Registration Certificate of West Bengal. * GST Return of last quarter/last 3 months. * Up to date Trade License & SSI Registration/ Co-operative Registration Certificate/ EM Part-II / Udyog Aadhar Memorandum/Udyam. * Upto date Professional Tax Enrollment Certificate, Challans.
B	Company Details	* Name & Address of the Applicant. * Legal documents of the Enterprise. * Solvency certificate or financial capacity of minimum Rs. 1,00,000.00 * Udyam Registration, Govt. of India. * Bank details on letter head with seal. * Details of key person of with the full administrative control of the respondents are required as it is mandatory contact the single point for prompt response.
C	Credentials - I	* The applicants have to furnish credentials of annual turnover of 3 Financial years (2022-2023, 2023-2024, 2024-2025) should exceed at least Rs. 10 lakh in any one of three years and Rs. 5 lakh in each year.
	Credentials - II	Enlistment Certificate /Letter of Enlistment of any other parastatals (if any).
	Credentials - III	Previous Work orders awarded to the applicant related to their category.
D	Declaration	* Self declaration of Non-blacklisting Certificate on Non-judicial Stamp paper notarized including that "I/we hereby undertake not to appeal to any Appellate Authority or Court of Law against any of the clauses contained in this notice or against the decisions taken at any stage by the Bangasree Authority with respect to the final enlistment."
E	Financial	* Audited Balance Sheet & P&L A/C for the year F.Y. 2023-2024, 2024-2025, 2025-2026.

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Details terms & conditions for submission of application documents/samples etc. are mentioned below:

1) Enlistment process should be in following part:

a. Technical Application.

The applicant has to submit their application in the mail id: bangasree.hqwb1@gmail.com (Online).

2) However the documents submitted electronically (online), hard copies should be submitted at the head office before deadline.

3) The technical application will be opened first and if it is found technically suitable and/or feasible, only then the enlistment offer will be considered to provide. Otherwise the entire application will be treated as cancelled.

4) Applicants not fulfilling the eligibility criterion as set out in the application document should abstain from participating in the process, as their application shall be rejected and not considered for further evaluation.

5) Applicants are also required to submit the hard copy of the technical applications (only) in originals including original instruments towards cost of the application, declarations and affidavits, etc. within 05/11/2026 at 02:00 P.M., without the same the application will be considered as rejected.

6) Technically qualified applicants who have fulfilled the eligibility on the basis of technical evaluation by the Authority shall qualify for further proceedings. The MSME registered emerging Companies/SSI unities can be enlisted at the sole discretion of the Authority in promotional scheme on test case basis.

7) Applicants may have to appear with the all original testimonials at the Head Offices as and when called, if required. Former applicants having enlistment before 2025-2026 are required to submit afresh application.

8) Items/Products/Samples supply orders with payment certificate/completion certificate to various departments will be considered as credentials subject to verification.

9) In case of forged documents submission, application will be rejected and blacklisted.

10) The exact value and quantity of supply can only be ascertained when actual order is received by The West Bengal State Handicrafts Co-operative Society Ltd. (BANGASREE) from the buyer.

11) Supply of materials may be done as per requirement of the buyer.

12) Total requirement of various items as per requirement of the respective Govt. Department. Applications valid for a shorter period shall be rejected as non-responsive.

13) Enlistment does not promise any assurance providing of supply order for business from the Society.

14) The delivery of the required Materials mentioned in the future Notices, have to be supplied within specified time period from the receipt of the work order or earliest as issued by W.B.S.H.C.S. Ltd. In this connection this is also be noted that the delivery of the materials to be taken as per requirement not at a time of entire forecasted requirement.

15) The West Bengal State Handicrafts Co-operative Society Ltd. (Bangasree) shall ask for security deposit in the form of Bank Guarantee/TFDR/DD during the time of execution of agreement.

16) Applicants should have own manufacturing unities/OEM certificate/valid trading concern, to meet the required items at the last minute of the emergency supply and regular quality & quantity check.

17) Applicants require proper staff strength to keep the smooth supply at any given point of time as emergency services are concerned.

18) Any issues regarding the supply of the items will be the vendor's responsibility and the problem has to be solved at own cost at the point of time.

19) The Authority may also deduct any amount from the vendor, if the final buyer of the Authority may deduct any amount for any unforeseen reasons like delayed delivery/undelivered stores/services/damaged products.

20) Delivery of goods must not be hampered/ delayed for any kind of delayed payment from any Authority. Otherwise the concerned vendor will be blacklisted and the residue order will be provided to other eligible vendors.

21) The selected applicants have to arrange their own transportation for transporting the **required material mentioned in the future notice** from their place to the required places.

22) If the requirement increases in due course of time, the supply order which is given under this process may be extended based on the performance of supplier.

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- 23) If the entire order or some items/product of any order rejected by buyer for any reason at any point of time (before or after supply), the entire consignment shall be cancelled without further clarification. No compensation can be claimed from the Authority. An affidavit has to be submitted in this regard at the time of receiving supply order.
- 24) In case the product is rejected by the buying department due to sub-standard quality by the any vendor, that enterprise is liable to be delisted and blacklisted by the society.
- 25) Payment will be made only after **satisfactory completion of the supply against reciprocal payment (after receiving from the respective Authority) & no interest will be paid for any delay of payment by the respective Authority.**
- 26) Authority will not be liable for any delay of payment in case of reciprocal payment in late.
- 27) The enlistment notice inviting Authority reserves the right to accept or reject any application and to cancel the process and reject all applications at any time prior to the award of contract without thereby incurring any liability to affected applicant or applicants.
- 28) The successful Applicant shall have to execute an agreement on Non-Judicial Stamp paper of value Rs 100/- after getting intimation from the Notice Inviting Authority informing that the application has been accepted.
- 29) The enlistment will be valid for **TWO Years** or any other extension thereof made by the Authority after the date of enlistment.
- 30) Any corrigendum may be issued within the stipulated period which should be treated as the part of the main notice and is required to be duly attested by the applicant.
- 31) Application fee (non-refundable) will be Rs. 5,000/- + G.S.T. @18% in the form of NEFT/RTGS
(Please upload the NEFT / RTGS transaction slip at the time of online form fill-up)

Name : The West Bengal State Handicrafts Co-Operative Society Limited.
Bank Name : ICICI BANK
Branch : KASBA BRANCH
IFSC Code : ICIC0000983
Account no. : 098301002461

- 32) Enlistment fee (non-refundable) will be Rs. 5,000/- + G.S.T. @18% in the form of NEFT/RTGS.
- 33) Relaxation in credentials and turnover will be absolute discretion of the Authority.
- 34) All decision taken by the Authority will be final without assigning any reason whatsoever.

Conditions for de-empanelment:

01. Applicant fails to abide by the terms and conditions under which the enlistment has been given.
02. Applicant fails to undertaking given in the Application Security Declaration.
03. Other than in situations of force majeure, withdraws from the procurement process.
04. Supplies below standard goods.
05. Service render by Manufacturers/Agent/Bonafide Supplier is of inferior quality.
06. Is declared bankrupt or insolvent.
07. Fails to submit required documents as and when required.
08. Adopt unethical business practices.
09. Fails to supply goods within due time.
10. Any other ground which the Authority is in the opinion that not in public interest.
11. Manufacturers / Bonafide Suppliers already enlisted more than one, in other parastatal of Department of MSME & T, are not eligible for enlistment.

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Date & Time Schedule:

Sl. Nos.	Particulars	Date & Time
01	Date of issue of enlistment documents (Online)	12.10.2026
02	Date and time of Starting of Submission of Technical Application	13.10.2026 11.00 A.M.
03	Date and time of Closing of Submission of Technical Application & hard copy	05.11.2026 2.00 P.M.
04	Application opening date for Technical Proposal	Will be notified

*** The Authority reserves the right to accept or reject any without assigning any reason whatsoever.

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Annexure-I

Pre-qualification Application

(To be printed on the organization's letter head)

To,
Chief Executive Officer,
The West Bengal State Handicrafts
Co-op. Society Ltd. (Bangasree)
"BANGASREE BHAVAN", 4D/23/1, Dharmatala Road,
P.O.-Tiljala, P.S. - Kasba New, Kolkata-700 039

Ref.: Notice No.

Respected Sir,

Having examined the Statutory & Notice documents, I/We hereby submit all the necessary information and relevant documents for evaluation.

We are interested in applying for the work(s) given in enclosure to this letter, we understand that –

- (a) Enlistment Inviting & Accepting Authority / EM / In-charge can amend the scope & value of the contract application under this project.
- (b) Enlistment Inviting & Accepting Authority / EM / In-charge reserve the right to reject application without assigning any reason.
- (c) Enlistment Inviting & Accepting Authority / EM / In-charge reserve the right to offer the supply rate of the items to be delivered at the designated centre.

Name of the Applicant:-

Address:-

Contact No.:-

E-mail address:-

Office address: -

PAN:-

GSTIN:-

Enclose:-

E-Filling:-

Date:

Signature of the applicant
with official seal

Annexure-II

**N.B. STATUTORY DOCUMENTS, NON STATUTORY DOCUMENTS, FINANCIAL DOCUMENTS
MUST BE FILLED UP. SCANNED & UPLOADED ALONG WITH THE NOTICE FOR COMMUNICATION.**

AFFIDAVIT

(To be furnished in Non-Judicial Stamp paper of appropriate value duly notarized)

1. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and on objection/claim will be raised by the under-signed.
2. The under-signed also hereby certifies that neither our firm M/s nor any of constituent partner had been debarred to participate in tender by any Government/Private Institution/Apex Organization/Autonomous Body etc during the last 5 (Five) years prior to the date of this N.I.T.
3. The under-signed would authorize and request any bank, person, firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to vary this statement.
4. The under-signed understand that further qualifying information may be requested and agreed to furnish any such information at the request of the Department.
5. Certified that I have applied in the tender in the capacity of individual/as a partner of a firm and I have not applied severally for the same job.

Signed by an authorized officer of the firm

Title of the officer.

Name of the Firm with Seal

Chief Executive Officer

The West Bengal State Handicrafts Cooperative Society Ltd.