



PUBLIC SERVICE COMMISISON, WEST BENGAL

161-A, S. P. Mukherjee Road, Kolkata 700026

Ref.No. 739 /PSCWB

Date: 24.06.2026

Corrigendum Regarding Notice Inviting Quotation Ref. No.-112/NIQ/2026/PSC(Estt.)

1. 'Old official documents' mentioned in tender's scope of work include 'Service Book Pages' and 'File Note sheet pages, along with corresponding pages'.
2. Bidders are requested to follow the updated 'Price Bid' (attached with this corrigendum notice) and quote accordingly. They are also requested to ignore the previous 'Price Bid' page (Page No. 3 of tender document).
3. The offered job must be completed within 30 days from receipt of the work order.
4. The scanned documents shall be prepared in a format compatible for upload to e-Office or WBIFMS, as applicable.
5. The contract shall remain valid for a period of 1 (one) year from the date of work order and may be further extended subject to satisfactory performance.
6. The L-1 bidder will be selected on the basis of the overall grand total, which shall be the combined grand total of both portions mentioned in the updated 'Price Bid'.
7. Closing date of Bid submission will be extended to 03.07.2026 at 3 pm instead of 25.06.2026 at 4 pm, Bid opening date for Technical Proposal will be rescheduled on 06.07.2026 at 12pm instead of 29.06.2026 at 12pm.

Deputy Secretary,
Public Service Commission,
West Bengal



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Price Bid

[On the Letter head of Bidder]

The Secretary
Public Service Commission, West Bengal
Kolkata-700026

Dated:

Sir,

I/ We hereby submit our price bid for **scanning & digitization of old official documents (i.e. Service Book Pages & File Note Sheet Pages, along with corresponding pages).**

Particulars of the bidder.

PAN No.:

GST Registration no.:

(a)

Sl. No.	Item description	Quantity	Price/page	GST Amount	Total
1	Scanning and Digitization of Service Book Pages(Legal)	Up to 5,000 pages			
2		5,000-7,500 pages			
3		7,501-10,000 pages			
4		Above 10,000 pages			
Grand Total					
Grand total in words:					

(b)

Sl. No.	Item description	Quantity	Price/Page	Unit GST Amount	Total
1	Scanning and Digitization of File Note sheet pages, along with corresponding pages (A4/Legal)	Up to 5,000 pages			
2		5,000-10,000 pages			
3		Above 10,000 pages			
Grand total					
Grand total in words:					

Overall Grand Total:

Overall Grand Total in words:

The quoted rates should be inclusive of all cost e.g. transportation costs, courier charges etc.

Date:.....

(Signature)..... (In the capacity of)

Place.....

Duly authorized to sign the Bid for and on behalf of