

Government of West Bengal
Finance (e-Governance) Department
NABANNA
325, SARAT CHATTERJEE ROAD
HOWRAH-711102

No. 264-F(e-Gov)

Dated: 16-01-2024

MEMORANDUM

Finance Dept., Govt of West Bengal intended to introduce a fresh tender for empanelment of service provider from licensed Certifying Authorities of Controller of Certifying Authorities (CCA), Govt.of India or authorised service partner of any reputed CCA for supply of DSC (Digital Signature Certificate) with USB token.

Accordingly, WTL was entrusted to issue a fresh tender. Now, WTL has submitted final proposal after the completion of tendering process for selecting service provider from licensed Certifying Authorities of Controller of Certifying Authorities (CCA), Govt.of India or authorised service partner of any reputed CCA for supply of DSC (Digital Signature Certificate) with USB token **vide Ref :WTL/FD/DSC/23-24/001 Dated:08-11-2023.**

Now, in continuation of this Department Memorandum No. 3591-F(Y) dt.22.12.2020, the Governor, Govt. of West Bengal is pleased to inform that the following bidders have been selected to supply the DSC with USB Token as LI Bidder and agreed to supply the DSC @L1 Price.

Details of Qualified Bidders at LI price :

Sl. No.	Name	Address	Mobile no	GSTN Code	A/C NO	IFSC Code
01	M/S Chandan Garai	2 ND FLOOR ,Room no.35 of the premises No10,Kiran Sankar Roy Road ,Kol-01 & 3/3 M.B Road Belghoria , Pin 700056 Dist. North 24 PGS, Belgharia mail-cgarai79@gmail.com	7890188777 & 7044477862	19AIPG 2478C1 ZB	268905000066	ICIC0002 689
02	M/s HR Infracon IT enabled Service LLP	135 Foreshore road (Howrah house) Howrah,Shibpur,pin-711102 mail- hrigovtmarketing@gmail.com	9831558240 & 9831899991	19AAKF H4246B 1ZI	50200026143543	HDFC000 028
03	M/S E-Service	3/3 M.B Road Belghoria , Pin 700056 Dist. North 24 PGS, Belgharia mail-eservices706@gmail.com	7605085551 & 7605085554	19AAKF E8476A 1Z7	268905500175	ICIC0002 689

a. Rate

Description	Basic rate in RS.	Taxes
Class 3 Digital Certificate : Signing Only, Encryption only COMBO	331.00	GST @18% as extra
USB Token for the above mentioned Class 3 Digital Certificate	225.00	

This rate will remain valid for next 2 years from the date of this order.

b. Mode of Payment/Reimbursement:

All payment is required to be made in favour of respective service providers as mentioned above. Payment may be done in cash or through direct credit to the agency's bank account against bills submitted by respective vendor after supply. Payment made in cash would immediately be acknowledged by the respective vendor furnishing money receipts .Accordingly,the DSC user would be able to get reimbursement after submitting the bills along with necessary supporting documents as sought for the DSC.

c. Mode of Application for DSC: DSC users of the respective organisation/Department would submit duly filled, signed and authorized application forms in prescribed proforma and that should also be approved and duly signed by the respective head of office.

d. Validity of DSC &Dongle: Digital Signature Certificate should be valid for two years and may be renewed thereafter .Warranty of Dongle is for two years.

e. Others Terms &Conditions: As per the clause of tender, the selected vendor will need to supply the DSC along with Dongle in Kolkata and all districts throughout West Bengal and Digital Signature Certificate Installed / loaded USB Tokens to be delivered within 10 days from the date of receipt of Application form for the Certificate by selected vendors.

This order will immediate effect from the date of issue.



Additional Chief Secretary
Finance Department
Govt of West Bengal.

Memo No. :264/1(20)-F(eGov).

Date: 16-01-2024

Copy forwarded for information and necessary action to :-

1. The Principal Account General (A & E), W.B. Treasury Building, 2, Govt. Place (West), Kolkata- 700 001.
2. The Principal Account General (Audit), W.B. Treasury Building, 2, Govt. Place (West), Kolkata- 700 001.
3. The Chief Secretary to the Government of West Bengal.
4. The Resident Commissioner, Government of West Bengal, A/2, STATE Emporia Buildings, Baba Kharak Singh Marg, New Delhi-110001.
5. The Additional Chief Secretary/Principal Secretary/Secretary, Department, Government of West Bengal.
6. The Secretary, Finance Department, Government of West Bengal.
7. The Commissioner,Division,
8. The Sr.Special Secretary / Special Secretary/Additional Secretary / Joint Secretary / Deputy Secretary, Finance Department, Government of West Bengal.
9. The Department / Directorate
10. The Director of Treasuries & Accounts, West Bengal, 3rd Floor, Mitra Buildings, 8, Lyons Range, Kolkata-700 001.
11. The District Magistrate/District Judge/Superintendent of Police,
12. The Sub-Divisional Officer,
13. The Pay & Accounts Officer, Kolkata Pay & Accounts Office – I,II &III.
14. The Treasury Officer,
15. The Group/.....Branch, Finance Department.
16. Shri Sumit Mitra, Network Administrator, Finance (Budget) Department, He is requested to upload this order in the Finance Department's website.
17. Debasish Majumder, Project Manager, Webel Technology Ltd.(WTL)
18. The M/S Chandan Garai, 2ND FLOOR ,Room no.35 of the premises No10,Kiran Sankar Roy Road ,Kol-01
19. M/s HR Infracon IT enabled Service LLP, 135 Foreshore road (Howrah house) Howrah,Shibpur,pin-711102
20. M/S E-Service, 3/3 M.B Road Belghoria , Pin 700056 ,Dist. North 24 PGS, Belgharia



Sr.Special Secretary to the
Government of West Bengal.

ATANU MAJUMDAR, IAS
Sr. Special Secretary
Finance Department
Govt. of West Bengal
Nabanna, Howrah-711102

Annexure-1

Procedures of Procuring New Dsc for Government Department

Documents (soft copy only) Require for Government DSC:

- I. Applicant's one copy colour Photograph (.jpg mode), valid Mobile number & mail id.
- II. Applicant PAN CARD & GOVT ID CARD (Colour Scan copy).
- III. Authorizing Person's GOVT. ID card (Colour Scan Copy)
- IV. Authorization Letter must be printed on Organization Letterhead (Format Attached)

NOTE:

- ❖ The Authorizing person's Signature on the authorization letter must be the same as per his/her given Sign Id card.
- ❖ In case, designation of the Applicant & the Authorizing person if not mentioned in their Gov Id Or differ in their Gov Id card from Authorization letter, Then must provide their recent month's pay slip or posting order or promotional order copy or Joining letter.

PROCEDURE OF DSC PROCESS:

- ✓ For Mobile verification During the DSC process Applicant will receive an OTP to his registered mobile number, he/she has to share the OTP
 - ✓ For e-mail verification the applicant has to click on the link sent to his mail id.
 - ✓ For Video verification a link will be sent to the applicant's mobile number as well as his mail id, He/she has to click on the link to complete his video.
 - ✓ The applicant has to read the Text with live video code appear on the video screen and show the following original documents:
1. Applicant's Original PAN CARD / GOVT ID CARD / AADHAR CARD / VOTER CARD
 2. Authorization Letter