



Chairman
Managing Director

2236-1212
2221-6390

THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPN. LTD.

(A GOVERNMENT OF WEST BENGAL UNDERTAKING)

Regd. Office : Shilpa Bhavan, 31, Black Burn Lane, Kolkata - 700 012

No. SBI/2606/4/24-25

CIN: U74140WB1961SGC025037

Date 24/12/2024

Notice

Subject: Enlistment of MSME units (manufacturers only) for executing/supplying orders for –

- A. Wooden & Steel Furniture, Hospital furniture & Equipment, Interior & Modular Work, Utensils & Kitchen Equipment, Furnishing Items, Plastic/PVC Items & Tarpaulin having Manufacturing unit all over West Bengal.**

Applications are invited in the prescribed format for fresh Enlistment of SSI registered units for above mentioned works.

1. Eligibility criteria:

- Applicant must have UDYAM Registration Certificate.
- Manufacturer should have at least 700 sq.ft. Factory shed/space so that indentors may inspect their indented articles before painting and polishing and finished product before delivery.
- The unit should have GST registration, Sales Tax Certificate & Trade License etc.
- A black-listed manufacturing unit whose punishment tenure is still prevailing is not allowed to apply.
- Those who are not the manufacturers but doing only trading job will not be eligible for enlistment.
- For interior decoration, Modular the unit must have three years of working experience in similar field, out of which one year in government organization will be given preference.

2. Terms & Condition:

- Land Document of the manufacturing unit such as deed, lease/rent deed etc. to be submitted.
- Sketch plan of the factory shed/space covered and uncovered area with measurement duly signed by the applicant should be submitted along with the application.
- The electricity bill of last 3 months as a proof of running unit should be submitted.
- The manufacturing units who have "ISO Certification" will also get preference if other condition is fulfilled by them. Certificate to be enclosed.
- The unit has to submit "Bank Solvency Certificate" of at least Rs 3 lakh from a Nationalized Bank.

f. Work force of the unit will be considered with valid PF & ESI / Proper documentation & accounting of salary for last 3 Months is wanted.

- I. Any unit /applicant having an unit in his name with UDYAM having products / activities for Manufacturing General furniture (Steel & Wooden) may apply.
- II. Women entrepreneur will also be given preference if the unit is solely owned or majority member of BOD shall consist of women entrepreneur.
- III. In a family (parents, spouse and Son/ daughter) if members have different units having different UDYAM Registration Certificate then they can apply / or be enlisted only for any one of the work for each UDYAM Registration Certificate. **“However, more than one member of the family will not be enlisted for same category of the work”**. In case, more than one member are enlisted due to some reason, the matter should be brought to the knowledge of WBSIDC immediately by them.

3. **Document to be submitted:**

- a. UDYAM Registration Certificate (Udyog Aadhar Memorandum/EM-II will not be acceptable).
- b. Trade License.
- c. GST Certificate.
- d. Credentials of similar nature of work.
- e. Fire License.
- f. Pollution License.
- g. Land Documents (Lease deed/rent deed/purchase deed).
- h. Sketch Plan of the factory shed/space (Covered/Uncovered) with total Area.
- i. Bank Solvency Certificate (At least Rs. 3 lakh from nationalized bank).
- j. ISO Certificate (If ISO registered).
- k. Electricity bill of last 3 months (if commercial connection).
- l. PF/ESI Certificate of Workers (Mandatory).
- m. Income Tax Return Certificate. (Last Year).
- n. PAN card.
- o. Factory License.
- p. Audited Balance Sheet/Turnover (Last Year).
- q. Partnership Deed/Memorandum of Articles and Association.

4. **Additional Information to be submitted:**

A. Infrastructure:

- a. List of Machinery.
- b. No of tools & equipment.
- c. No of Workers (Skilled/Semi Skilled/Unskilled).
- d. No of Office Staff.
- e. No of In-house Designer.
- f. Arrangement of pollution Control.
- g. Safety measures taken in factory premises.

Note: All pages of document to be signed by applicant. Original documents would have to be bought on the day of interview.

5. How to apply:

- a. Application Booklet can be obtained or downloaded from WBSIDC and its website 'www.wbsidcl.in'. The application fees is Rs. 100/- and processing fees is Rs. 900/- payable by CASH/Demand Draft or RTGS. Application Booklet will be available up To 31.01.2025
- b. The application Booklet should be submitted in sealed envelope at Silpa Bhavan (2nd floor) 31, Black Burn lane, Kolkata- 700012 latest by 31.01.2025 up to 5 PM. The dates of interview will be displayed on website of WBSIDC and in office of WBSIDC.
- c. On the date of interview applicant has to attend along with original documents.

WBSIDC Ltd. Authority reserves the right to accept or reject any or all the applications for enlistment without assigning any reason whatsoever.


Executive Director-II

Copy for information to :

1. P.A. to Chairman, The WBSIDC Ltd.
2. P.A. to Managing Director, The WBSIDC Ltd.
3. PA to Executive Director , The WBSIDC Ltd.
4. Notice Board, Shilpa Bhawan, The WBSIDC Ltd.
5. Office copy.


Executive Director-II