

DISTRICT ELCTION OFFICE:JAGATSINGHPUR

TENDER CALL NOTICE FOR SUPPLY OF ELECTION MATERIALS FOR THE ENSUING GENERAL ELECTION, 2019

Tender No. 447 /Date 25 / 08 /2018

TENDER CALL NOTICE

Sealed tenders are invited from the intended registered firms /authorized dealers/ Suppliers and Agency for supply of following election materials for the ensuing General Election, 2019.

SI No.	Name of the materials	Rate to be quoted for	*Tentative requirement
1	2	3	4
Consumable Materials			
1	Ordinary pencil	Per packet	2200 nos
2	Stamp ink(30ml)	Per bottle	2200 nos
3	Sealing Wax	Per packet	600 nos
4	Alpine packet(containing 25 pieces)	Per packet	1500 nos
5	Ball point pen (blue & red)	Per piece	6000 nos (4000 blue & 2000 red)
6	Candle stick	Per packet	4800 nos
7	Sutuli	Per bundle	1200 nos
8	Blade	Per packet	1200 nos
9	Gum Paste (60 ml)	Per bottle	1500 nos
10	Match Box	Per bundle	1200 nos
11	Empty Tin for holding indelible ink bottle	Per piece	1200 nos
12	Blank Paper (1/4 dfc)	Per packet	10,000 nos
13	Niddle (Big size)	Per dozen	120 dzn
14	Nail	Per kg	6 kg
15	Piece of Cloth (1/4 mtrs for	Per piece	2400 piece

	removing oil etc.)		
16	Carbon Paper	per pieces	3800 piece
17	Thin twine thread (bundle containing 20 mtrs)	Per bundle	300 bundle
18	Rubber Band (Packet containing 20 pieces)	Per packet	1200 pkt
19	Packing Paper sheet	Per sheet	4000 piece
20	Cello Tape (middle)	Per dozen	1200 piece
Non Consumable Materials			
21	Trunk (Size L=1'.28", W=1'.2", H=20")	Per piece	200 nos
22	Lantern & Glass	Per piece & per dozen	700 nos
23	Jerkins	Per dozen	370 nos
24	Stamp Pad (Purple)	Per dozen	1200 nos
25	Lock and Key	Per dozen	1200 nos
26	Metal Rule	Per dozen	700 nos
27	Metal Seal	Per dozen	900 nos
28	Rubber Stamp bearing distinguished mark of P.S.	Per dozen	1200 nos
29	Drawing Pins	Per dozen	1200 dozen

❖ The quantity may alter depending on actual requirement.

The detailed tender paper along with prescribed tender schedule can be obtained from the District Election Office, Jagatsinghpur, at a cost of **Rs. 3,000.00/- (Rupees Three Thousand)** only non-refundable on any working day during office hours from Dt.**27.08.2018 (10.AM) to 11.09.2018 (5.00 P.M.)** and the Money Receipt obtained as token of purchase of tender paper in original shall be submitted along with the tender form. The detailed tender paper along with the prescribed scheduled can also be downloaded from the Jagatsinghpur District website (<http://www.Jagatsinghpur.nic.in>). In case of downloading the tender papers from the website, the complete detailed tender bid to be submitted must accompany with a Demand Draft for **Rs. 3000.00 (Rupees Three Thousand)** only from scheduled nationalized bank in favour of the Collector, Jagatsinghpur. The tender without original money receipt/D.D will be out-rightly rejected. The detailed tender paper should be submitted with the tender duly signed by the tenderer on each and every page as token of acceptance of the terms and conditions.

The tender shall be received by the District Election Office, Jagatsinghpur, on behalf of the Collector, Jagatsinghpur during office hour on working days from **Dt. 27.08.2018 (10.AM) to 11.09.2018 (5.00 P.M)** only through **REGISTERED / SPEED POST** in the District Election Section, Collectorate, Jagatsinghpur. Tender document sent in any mode other than the above prescribed mode shall not be entertained in any circumstances. The District Election Officer, Jagatsinghpur, shall not be responsible for any postal delay. Tender paper received after the scheduled date and time along with telegraphic and conditional tender shall not be accepted.

Period of sale of tender document:- from Dt.27.08.2018 (10.AM) to 10.09.2018 (5.00 P.M) in working days.

Last date for receipt of tender document:- 11.09.2018 (1.00 P.M)

Date of opening of Tender :- 11.09.2018 (04.00 P.M)

Address for submission of Tender document:-

Collector & District Election Officer, Jagatsinghpur
Collectorate Jagatsinghpur
At/Po/Dist-Jagatsinghpur

The tender papers should be submitted in a sealed envelope superscripted in as **“Supply of Election Materials for the ensuing General Election due in 2019”**.

TERMS & CONDITIONS OF TENDER CALL NOTICE

- 1 The intending registered Printing Press / Supplying Agencies must be bonafide registered body having valid registration number. Attested photocopy of the registration certificate should be attached.
- 2 The organization should have PAN and TIN/ SRIN holder. Attested copies of PAN Card & TIN / SRIN number should be attached.
- 3 Attested copy of valid GST registration certificate should be attached.
- 4 The bidder must not have been blacklisted by any Govt. organization. (Attach declaration in Stamp Paper of Rupees Ten)
- 5 The bidder has to deposit Rs.3000.00 (Rupees Three Thousand) only towards tender paper cost in shape of Bank Draft in favour of the Collector, Jagatsinghpur (Money Receipt to be attached) with the tender paper or incase of downloading the tender paper form the website, Bank Draft made in favour of Collector, Jagatsinghpur from any Nationalized Bank payable at Jagatsinghpur is to be attached.
- 6 The tender must be accompanied with a Demand Draft of Rs. 10,000.00 (Rupees Ten Thousand) only in favour of Collector, Jagatsinghpur as EMD. The draft be made in favour of Collector, Jagatsinghpur in any nationalized bank payable at Jagatsinghpur.

- nationalized bank payable at Jagatsinghpur.
- 7 The tenders without EMD will be liable for rejection.
 - 8 The EMD of unsuccessful bidder will be returned without interest on finalization of bid.
 - 9 The successful bidder will have to deliver the election materials within 5 days from the date of issue of supply order.
 - 10 All the materials will have to be submitted in the District Election Office, Collectorate, Jagatsinghpur on their own cost .The transportation charges, loading and unloading of materials shall not be paid.
 - 11 If any dispute arises the matter shall be referred to purchase committee for settlement of dispute.
 - 12 Samples of each material should be submitted at the time opening of tender before the purchase committee for verification of quality.
 - 13 The authority reserves right to reject any or all the tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision
 - 14 The price quoted by the bidders shall be valid for the period of one year from the date of signing of agreement/ finalization of the tender.
 - 15 The quotations received in incomplete form or after the scheduled date & time shall be summarily rejected.
 - 16 The authority reserve right to reject any or all the tenders without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.

Sauji
25/2/18

**Collector & District Election Officer
Jagatsinghpur**