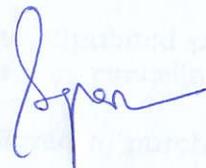


DISTRICT ELECTION OFFICE: JAGATSINGHPURNo. 10619 / Elec., Dt. 01 / 10 / 2020**QUOTATION CALL NOTICE**

Sealed quotation in plain paper/ letter pad are invited from intended Registered firms/authorized dealers/suppliers and agencies for supply of the following election materials for use in connection with ensuing Bye-Election to Tirtol (SC) AC 2020.

Sl. No.	Name of the materials	Rate to be quoted for
1	2	3
Consumable materials		
1	Ordinary pencil	Per dozen
2	Stamp ink(30ml)	Per dozen
3	Sealing Wax	Per dozen
4	Alpine packet(containing 25 pieces)	Per dozen
5	Ball point pen (blue & red)	Per dozen
6	Candle stick	Per dozen
7	Sutuli	Per bundle
8	Blade	Per dozen
9	Gum Paste(60 ml)	Per dozen
10	Match Box	Per dozen
11	Empty Tin for holding indelible ink bottle	Per dozen
12	Blank Paper (1/4 dfc)	Per rim
13	Niddle (Big size)	Per dozen
14	Nail	Per 100 pieces
15	Piece of Cloth (1/4 mtrs for removing oil etc.)	Per dozen
16	Carbon Paper	Per 100 pieces
17	Thin twine thread (bundle containing 20 mtrs)	Per bundle
18	Rubber Band (Packet containing 20 pieces)	Per packet
19	Packing Paper sheet	Per dozen
20	Cello Tape (Big)	Per dozen
21	Cello Tape (Small)	Per dozen
Non Consumable Materials		
22	Trunk (Size L=1'.28", W=1'.2", H=20")	Per piece
23	Stamp Pad (Purple)	Per dozen
24	Lock and Key (Plain)	Per dozen
25	Metal Rule	Per dozen
26	Metal Seal	Per dozen
27	Rubber Stamp bearing distinguished mark of P.S.	Per dozen
28	Spike	Per dozen
29	Drawing Pins	Per dozen
30	Rubber Stamp for marking MOCK POLL Slips	Per dozen



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The Quotation should be submitted in a sealed envelope super scribed in as "**Quotation for supply of election materials**" containing the quotation and must be delivered to the District Election Office, Collectorate, Jagatsinghpur on or before **07.10.2020 by 1.00 P.M.** through Registered Post / Speed Post of Indian Postal Deptt. or dropped in the assigned box at the District Election Office, Collectorate, Jagatsinghpur. No other mode of delivery shall be accepted. The quotation received after the stipulated date & time shall not be entertained. The quotations will be opened on the same day at **3.30 P.M.** in the office chamber of the Addl. District Magistrate, Jagatsinghpur. Quotationers or their authorized agents may remain present at the time of opening of Quotation.

TERMS AND CONDITIONS OF THE QUOTATION CALL NOTICE.

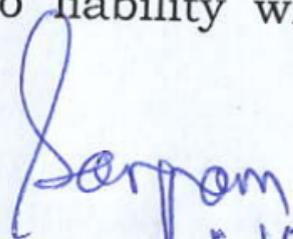
- (1) The Intending Quotationer must be bonafied registered body having valid GST Registration No. and IT return. Self attested photo copy of the GST registration certificate and IT return should be attached.
- (2) The Intending Quotationer should have valid PAN Card. Attested photo copy of PAN Card should be attached.
- (3) The Intending Quotationer shall have to furnish their offer (rate) of the items as detailed in the table. The rate should be inclusive of all other charges for delivery of goods on receipt of the order issued by this office.
- (4) The Supplying Agency must not have been blacklisted by any Govt. organization. (Attach declaration in Stamp Paper of Rupees Ten).
- (5) 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 quotation.
- (6) Samples of each material should be submitted at the time opening of quotation before the purchase committee for verification of quality.
- (7) The required quantity of materials need to be supplied by the suppliers within 02 (Two) days in the District Election Office, Collectorate, Jagatsinghpur from the date of receipt of supply order for which the firms should be committed.
- (8) The quotationer **shall deposit non-interest bearing earnest money of Rs.20,000/- (Rupees Twenty thousand) only** in shape of Account Payee Draft payable to the Collector and District Election Officer, Jagatsinghpur which will be refunded to the unsuccessful quotationer or whose quotations are not accepted. The EMD of the successful quotationer will be refunded after completion of the validity period.
- (9) The quotationer shall have to submit the list of experience certificate towards supply of office stationeries to different Departments/officers of Govt. preferable in Odisha State during the last three years (only copy of work orders should be submitted).
- (10) On delivery, the products shall be inspected to ascertain the quality/specification for which the order was placed. If, it returns out to otherwise, the acceptance or delivery shall be ordered and asked for explanation for supplying so.
- (11) Failure to supply the order in full within the stipulated period from the date of issue of supply order amounts to cancellation of order automatically.
- (12) If any dispute arises, the matter shall be referred to purchase committee for settlement of dispute.

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- (13) The quotations received in incomplete form or after the scheduled date & time shall be summarily rejected.
- (14) The authority reserve right to reject any or all the quotations without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.


1.10.2020
**Collector & District Election Officer
Jagatsinghpur**