



ELECTION URGENT

DISTRICT ELECTION OFFICE, SUBARNAPUR

No. 683/Elec., Date: 29/08/2018

TENDER CALL NOTICE

Sealed tender in plain papers are invited from bonafide suppliers/Manufacturers/Printing Press/Agencies/Firms for supply of articles/ printing works/to execute following works in connection with ensuing Simultaneous General Elections, 2019.

1. Last date for filing of Tender : 19.09.2018 by 1.00 PM
2. Date of opening of tender 19.09.2018 at 3.00 PM in the chamber of Addl. District Magistrate & ADEO, Subarnapur

Category of Tender:

1. Local Printing of Forms/Postal Ballot papers (Annexure-A)
2. Installation of CCTV(Annexure-B)
3. Webcasting of vulnerable polling stations (Annexure-C)
4. Supply of Consumable & non-consumable Election materials (Annexure-D)
5. Supply of Consumable & non-consumable stationery articles. (Annexure-E)

Details of the category wise articles are enclosed in the Annexure.

The detailed list of articles/printing works to be done along with terms and conditions, method of filing tenders etc. available in the District Portal can be downloaded from the website www.subarnapur.nic.in

Preference will be given to the firms/suppliers/Printing Presses of Subarnapur District Headquarters in respect tenders in Categories bearing Sl. No.1,4 & 5 in view of Election exigency and immediate supply of materials.

Any tenderer can file tender for all or a single category of item but should contain separate sealed cover for each category super-scribing category of item on each envelope. A big envelope should contain all such envelopes or single envelope containing category wise tender and supporting documents (as the case may be) along with the earnest money and cost of tender paper in shape of Bank Draft.

Interested firms should submit their General proposal and Financial proposal in separate sealed envelopes for each tender as detailed above.

The sealed envelope containing the proposal should be sent by Regd. Post/Speed Post of Indian Postal Department to District Election Office, Subarnapur to be delivered by the stipulated date and time stated above. No other mode of delivery shall be accepted.

Terms and Conditions

1. Each Bidder is required to deposit cost of tender paper of Rs.200/-(Rupees Two Hundred)only and Earnest Money of Rs.10,000/-(Rupees Ten Thousand)only in shape of Bank Draft/Demand Draft drawn in favour of Officer-in-Charge, Election, Subarnapur payable at SBI Main Branch, Subarnapur for each category. Tender Paper without cost of Tender Papers and EMD will be summarily rejected. The Earnest Money deposited by unsuccessful bidders will be refunded /returned on the very day of finalisation of tender.
2. Self attested photocopy of Pan Card, GSTIN, No dues certificate from Income Tax Department and clearance of any other Tax dues up to 31.03.2018 should be submitted along with the tender paper failing which the tender will not be taken into consideration.
3. The tender should be accompanied with samples of Election materials/Stationeries to be supplied which should be furnished in separate sealed packets super-scribed 'SAMPLE OF THE ARTICLES' and name of firm/supplier and to be produced before the Tender Committee on or before 19.09.2018 at 1.00PM.
4. The tenderers may ascertain the probable quantity/ requirement, specification of the articles not specified in this notice from the ERO, Subarnapur, Birmaharajpur and DEO Office, Subarnapur during Office hours on any working day as per their requirement.

5. The tenderers will be required to supply the articles within 7 days from the receipt of Supply Order.
6. The EMD of the selected firm/supplier will be released only after satisfactory execution of the work order, performance as well as supply of specified articles.
7. In case of failure to supply of the required No. of articles and quantity in full as per specification within stipulated period the EMD will be forfeited and criminal liability as per Election Rules will be fixed.
8. The price quoted in the tender should not include the GST but must be shown in separate column.
9. So far as Consumable Election materials /Stationeries and printing of forms are concerned District Level Firms/Printing Presses will be given preference in view of timely supply of Election related materials and local printing of forms.
10. All the articles /materials are to be delivered in District Election Office, Subarnapur, ERO Subarnapur, Birmaharajpur on requisition and the cost of transportation will be borne by the successful tenderer. In case of CCTV and Web-casting, the successful bidder has to install those in the specified locations and obtain certificate from the respective authorised Officers. Price of CCTV etc. and installation charges, if any should be quoted separately. The Firm having past experience in the case of installation of CCTV & Web-casting should quote details of work done during past Elections for consideration by the Tender Committee.
11. The District Election Officer & Collector, Subarnapur reserves the right to accept or reject any or all tenders or a part thereof without assigning any reason there for. He also reserves the right to increase or decrease the quantity of any material/article/execution of works. The decision of the District Election Officer & Collector, Subarnapur shall be treated final.
12. The firm/supplier whose tender will be accepted shall have to execute an agreement with the District Election Officer, Subarnapur or his authorised Officer in non-judicial stamp worth Rs.10/-(Rupees Ten only) in the prescribed form on the next day of acceptance of the tender and supply order will be issued .

13. The Firms filing tenders are required to remain present through their authorised representatives during the finalisation of the tenders by the District Tender Committee on the stipulated date & time.

14. Payment of cost of the articles/works executed will be made after receipt of necessary allotment/funds from Govt. in Home (Elections) Department, Odisha, Bhubaneswar and certificates from the competent authority.

15. The rates quoted by the bidders are valid for a period of one year from the date of signing of the agreement/finalisation of the tender.

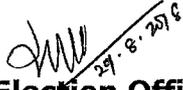
Enclosure-Annexure-A,B, C, D & E


29.8.2018
**District Election Officer
& Collector, Subarnapur**

Memo No. 684 /Elec, Date 29-08-2018

Copy to the DIO, NIC, Subarnapur with a request to hoist this Notice in the District Portal for wide publicity.

Enclosure-Annexure- A,B, C, D & E


29.8.2018
**District Election Officer
& Collector, Subarnapur**

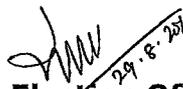
Memo No. 685 /Elec, Date 29-08-2018

Copy to Sub-Collectors, Sonepur/Birmaharajpur for information with a request to publish the notice along with its Annexure in the Notice Boards of their respective offices. They are also requested to invite tender for execution of works like Barricading, Light & Mike Arrangements, local purchase of Stationery articles, Videography etc. at their levels and complete tender process by the stipulated date.

Copy to all BDOs/Tahasildars/ CDPOs of this District for publication in their Office Notice Boards.

Copy to this Office Notice Board.

Enclosure-Annexure- A,B,C, D & E


29.8.2018
**District Election Officer
& Collector, Subarnapur**

Memo No. 686 /Elec, Date 29-08-2018

Copy forwarded to the Jt. CEO -cum-Jt. Secretary to Govt., Home (Elections), Department, Odisha, Bhubaneswar for information and necessary action.

Enclosure-Annexure- A,B, C, D & E


29.8.2018
**District Election Officer
& Collector, Subarnapur**

(Annexure-A)

Category-1

Local Printing of Forms/Postal Ballot papers

Sl No.	Particular of Forms to be printed	Rate of Printing charges with cost of paper per 1000(GST to be shown separately)	Remarks
1	Postal Ballot Papers for AC	(only printing charges)	Paper to be supplied by this office. Separate composing per AC for 2 ACs
2	Postal Ballot Papers for PC	(only printing charges)	Paper to be supplied by this office.
3	Ballot paper Numbering		Same No. in Ballot paper and its counterfoil
4	Other Forms A3 A4 Poster size		Rate to be quoted for printing(black) in single page and for both side
5	Poster(Colour)		Clour printing in different sizes
6	List of Candidates-A4 size		One side printing (AC-wise)
7	Log-Book for vehicle		10 pages
8	Adhesive Colour Sticker for EVMs/VVPATs		Different colours.(1"X2")
9	P.O.L. Coupons		Books (50 pages) in triplicate
10	Id Card for Officers		As per specification
11	Pass (Post Card Size)		
12	DTP A4 A3		
13	Lables		Entrance/Exit/Male/Female/Not to be detained enroute etc .
14	Leaf-let 1/8 DM size		One side printing for awareness of voters.
15	FLEX Banners of different sizes		Rate to be quoted for different size of flex work

(Annexure-B)

Category-2

CCTV for DISTRICT OFFICE AND SUB-COLLECTORS OFFICES

Locations of Installation:

District Election Office, Subarnapur premises
 2(Two)No. of Warehouses of District Election office, Subarnapur
 2(Two) Sub-Collectors Offices located at Sonapur and Birmaharajpur for
 Commissioning of EVMs/VVPATs and other election related works.
 Counting Halls at Subarnapur and Birmaharajpur
 Temporary Strong Rooms of Subarnapur and Birmaharajpur Sub-Divisions
 Chambers of Returning Officer cum- Sub-Collectors, Sonapur and Birmaharajpur

Any other place that the Commission/CEO/Observers/DEO/RO specify.

Sl No.	Item/Accessories	Specifications	Price for purchase (GST to be shown separately)	Hire Charges,(if not purchased) including installation. (per day)	Installation charges on purchase
1	Dome Camera	1/3" Sony Super HAD.CCD,3.6 mm lens with double PCB,420TVI resolution with IR range of 10 mtr or Higher(Branded).			
2	IR Dome Camera	R.Dome Camera 180 Degree coverage 3.0 mm lens,550 TVI or more.IR range 100 mtrs or more .Night Vision,weather proof (Branded)			
3	IR Bullet Camera	1/3" Sony Super HAD.CCD,3.6 mm lens with double PCB,420TVI resolution with outdoor 66 weather proof enclosure and IR range of 25-30 mtrs or Higher(Branded)			
4	DVR	16 Channel Stand Alone H264 Based DVR with 16 Video input,2 Composite video output,VGA Output,IR remote Control,USB for Back up,USB for Mouse Control Support, IXSATA HDD, Dynamic IP and Static IP support, Realtime 100 FPS in play back			

		and LAN,CIF resolution, Mobile and PDA support, CMS Video Software or (Branded)			
5	SATA HDD	2 TB SATA Hard Disc (Any Good Quality)			
6	PSU	12 Volt 5 AMP SMPS for camera (Integrated Power Supply for 4 Cameras) (Branded)			
7	BNC	BNC connected for camera(two connectors required for each camera)			
8	Cables	As required			
9	Monitor	17" Dell/LG			
10	Technical Support.	Technical service towards installation,testing,Commissioning of the System & training of the person who will hanmdling the system at site			

. NB -Firms having past election experience will be given priority

Category -3

(Annexure-C)

WEB-CASTING

Web-Casting of Critical & Vulnerable Polling Stations. Details to be specified in due course. Price offered shall include all technical Support, human resources including transportation & Service charges etc. per Polling Booth. Firms having past election experience will be given priority. The Firm should quote details of technical specification, human resources to be deployed at each Polling Stations alongwith other General & Financial specifications.

(Annexure-D)

Category-4

Supply of Consumable & Non-consumable Election materials

Sl No.	Category	Item/Article	Unit	Price excluding GST	GST
A-Consumable					
1		PENCIL(Natraj) HB	Per pkt of ten		
2		BALL PEN(Blue) Red	Per pkt of ten		

3		WHIE PAPER DFC	Per Ream		
4		PIN	Per small pkt of 50		
5		SEALING WAX	Per pkt		
6		GUM PASTE	Bottle of 50 ML		
7		BLADE	Per pkt		
9		CANDLE	Per Pkt		
10		THIN TWIN THREAD	20 mtr		
11		METAL RULE	Per doz		
12		CARBON(Camel)	Per Pkt		
13		CLOTH FOR REMOVAL OF OIL(10 CM)	Per pc.		
14		PACKING PAPER	Per sheet		
15		EMPTY TIN FOR HOLDING INDELIBLE INK BOTTLE	Per 100 No.		
16		DRAWING PIN	Per Pkt		
17		RUBBER BAND	Per KG		
18		CELLO TAP	Per doz(Small)		
19		STAMP PAD(Purpple)	Per doz		
20		MATCH BOX	Per Pkt		
21		LANTERN GLASS	Per doz		
22		LANTERN TAP (6")	Per pc		
23		SPIKE for keeping Voter's Slip issued by ECI	Per doz		
24		PENCIL ERASOR	Per 10 pc		
B-NON-CONSUMABLE					
1		IRON TRUNK FOR POLLING PARTY	1 PC		
2		LANTERN(EFAR)	1 PC		
3		PLASTIC GERKIN(2 Ltrs)	1PC		
4		LOCK & KEY(SMALL)	1 set		
5		DISTINGUSHING MARK SEAL	Per pc		
6		PRESDING OFFICER'S METAL SEAL	Per pc		
7		ARROW CROSS MARK(both side)	Per pc		


**District Election Officer
& Collector, Subarnapur**

(Annexure-E)

Category-5

Supply of Consumable & non-consumable Stationery Articles

Sl No.	Item/Article	Unit	Price excluding GST	GST	Remarks
1	XEROX PAPER A4 SIZE	Per pkt			
2	GUM BOTTLE (700 ML)	Per bottle			
3	PAPER CLIP	Per pc			
4	STAPPLER No.10(Kangaroo)	Per pc			
5	STAPPLER No.24/6(Kangaroo)	Per pc			
6	Stappler PIN-No.10	Per pkt			
7	Stappler PIN-No.24/6	Per pkt			
8	Waste Paper Basket	Per pc			
9	Scissors(Big)	Per pc			
10	Scissors(Small)	Per pc			
11	Bodkin	Per pc			
12	Fly-Leaf	Per 100 No.			
13	Alpin	Per pkt			
14	Phenyl	Per bottle			
15	Gamaxine	Per kg			
16	Saloo Cloth	Per meter			
17	LED Bulb(Philips)- 10W,20Wt,30Watt)	Per pc			
18	Electronic Choke	Per pc			
19	Tube Light(Philips)- 40W 20 Watt	Per pc			
20	Phul Jhadu	Per pc			
21	Room Freshner	Per pc			
22	Guard File	Per pc			
23	Cover File	Per pc			
24	Flat File	Per pc			
25	Register No.8 No.10 No.12 No.20	Per pc			

26	Fax Role(Kores)	Per pc			
27	Lock & Key – Godrej(Big) with 3 Keys	Per pc			
28	Lock & Key – Godrej(small)	Per pc			
29	Lock & Key –(Local)	Per pc			
30	Folder File	Per pc			
31	Cello Tape- Small Big	Per pc			
32	Sketch Pen	Per pkt			
33	Ball Pen(Use & Through)	Per pkt			
34	Gel-Pen	Per pc			
35	High tech pen	Per pc			
36	Marker	Per pc			
37	Highlighted Marker	Per pc			
38	Sutuli	Per kg			
39	Big Cover(16"X12")	Per pc			
40	Envelope(9"X4")	Per pkt			
41	Envelope(10"X4")	Per pkt			
42	Turkish Towel	Per pc			
43	Writing pad	Per pc			
44	Rubber Stamp- Big	Per pc			
45	Rubber Stamp- Small	Per pc			
46	Revolving Orange/Yellow light	Per pc			
47	Sharpener	Per pc			
48	Pencil(Natraj) HB	Per pkt of 10.			
49	Eraser	Per pkt			
50	Whitener	Per pc			
51	Good-night Liquid with Machine	Per set			
52	Spiral Binding	per Book			
53	Rubber band	Per kg			
54	Thread	Per pc			
55	Bucket(Plastic)	Per pc			
56	Plastic Mug	Per pc			
57	Glass Tumbler	Per pkt of 6.			
58	Pen Drive- 16 GB 32 GB 64 GB	Per pc			

59	DVD with Jewel case(Sony/Moerbeer)	Per pc			
60	DVD without case (Sony/Moserbeer)	Per 10 no.			
61	Tag(Strong)	Per bondle			
62	Printer Catridge-12A (HP)	Per pc			
63	Printer Catridge-12A (HP compatible)	Per pc			
64	COLOUR PAPER A4	Per pkt			
65	THINNER	Per litre			
66	Duster Cloth	Per meter			
67	Extension Cord	Per pc			
68	EXTERNAL HDD- 2TB(Sony/Sea-Gate)	Per pc			
69	4 PORT USB HUB	Per pc			
70	CALCULATOR (BIG)	Per pc			
71	Water Bottle-Milton	Per pc			
72	CAPACITOR FOR CEILING FANs	Per pc			
73	PUNCHING MACHINE	Per pc			
74	FEVI-STICK	Per pc			
75	PAGE-MARKER ADHESIVE FLAGS	Per pc			