

XXX-34/2019
DISTRICT ELECTION OFFICE, SUBARNAPUR

No. /Elec., 434 Date: 02.03.2019

SHORT TENDER NOTICE

Sealed tender in plain papers are invited from bona fide suppliers/ Agencies/ Firms to supply following articles in connection with ensuring Simultaneous General Elections - 2019.

1. Last date for filing of Tender: 11.03.2019 by 2.00 PM
2. Date of opening of tender 11.03.2019 at 5 PM in the chamber of Addl. District Magistrate & ADEO, Subarnapur

Articles Required:

1. *Transparent Duct Tape (Cello tape of 4 inch width having a length of 10-15 meters.*
2. *Plastic Containers for VVPAT slips storage (size- 14"X10"X5" LBH)*
3. *LED rechargeable lantern*
4. *Transparent plastic container with pigeon holes as per specification. (6"x4"x4")*

The detailed list of articles along with terms and conditions, method of filing tenders etc. available in the District portal can also be downloaded from the website www.subarnapur.nic.in.

Preference will be given to the firms/suppliers of Subarnapur district headquarter in view of the Election exigency and immediate supply of the aforesaid articles.

Interested firms should submit their General proposals (details fulfilling terms and conditions) and financial proposal in separate sealed envelopes for each tender as detailed above.

The sealed envelope containing the proposal (Separate cover for General & Financial Bid kept in big cover) should be filed in District Election office, Subarnapur to be delivered on or before 11.03.2019 by 1 PM. Tenders received after the date/timeline shall not be accepted irrespective of the sending date.

Terms and conditions:

1. Each bidder is required to deposit cost of tender paper of Rs.500/- (Rupees five hundred)only and Earnest money of Rs. 5000/- (Rupees Two Thousand) only in shape of Bank Draft/Demand Draft drawn in favor of Asst Collector, Election, Subarnapur payable at SBI main branch,

Subarnapur. Tender paper without cost of Tender Papers and EMD will be summarily rejected. The deposited Earnest Money of unsuccessful bidders will be refunded/returned on the very day of finalization of tender.

2. Self attested photocopy of PAN Card, GSTIN, No due 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 to be supplied which should be furnished in separate sealed packets superscribed "Sample of the Articles" and name of firm/supplier and to be produced before the Tender Committee on or before 11.03.2019 at 5 PM.

4. The probable quantity requirement/specification of the articles are given below which may vary as per requirement or specification of ECI/CEO, Odisha and the decision of the undersigned taken there on shall be treated as final.

5. The bidder 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 supply of the articles as per the order and sample supplied.

7. In case of failure to supply the required number of articles and quantity in full as per specification within stipulated period the EMD will be forfeited and will be criminally liable as per Election Rules.

8. The price quoted in the tender should not include the GST but must be shown in separate column.

10. All the articles/materials are to be delivered to the Returning Officer, 64-Birmaharajpur AC and 65-Sonepur AC, DEO, Subarnaur as the case may be as per the stipulation fixed in the order placed and the cost of transportation will be borne by the successful bidder.

11. The District Election Officer and Collector, Subarnaur reserves the rights to accept or reject any or all tenders or a part thereof without assigning any reason there of. He also reserves the right to increase or decrease the quantity of any materials/ articles. The decision of the District Election Officer and Collector, Subarnaur shall be treated as final.

12. The firm/supplier whose tender will be accepted shall have to execute an agreement with the District Election Officer, Subarnaur or his authorized 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 issued.

13. The firms filing tender are required to remain present through their authorized representative during the finalization of the tender on 11.03.2019 at 5 PM by the District Tender Committee.

14. Payment of cost of articles will be made after receipt of necessary allotment/funds from Government in Home(Election) Department, Odisha Bhubaneswar and certificates from the RO concerned.

15. The rates quoted lby the bidder are valid for a period of one year from the date of signing of the agreement/finalization of the tender.

Encl:- Annexure - A


District Election Officer and
Collector, Subarnapur.

Memo No. 435 // 02.03.2019 Dt.

Copy to the District Informatics Officer, NIC, Sonapur for information and necessary action. He is requested to upload the advertisement in the District Portal for widepublicity.


District Election Officer and
Collector, Subarnapur.

Memo No. 436 // 02.03.2019 Dt.

Copy to Notice Board of all District Level Office for information and necessary action with a request to upload the same in their office notice board for wide publicity.


District Election Officer and
Collector, Subarnapur.

Annexure – A

Requirement	Size	Quantity
Unit		
1 Transparent Duct Tape (Cello Tap) 4 Inches with 10-15 Mtr length	4 Inch width with 10-15 Mtr length	1289
2 Transparent Plastic Container 14"x10"x5" (LWH)		1289
3 Transparent Plastic Pigeon-Hole Container with each partition size 6"x4"x4" (LWH) (Partition may vary basing on No. of candidates.	With 9 Compartments	22
	With 12 Compartments	22
	With 16 Compartments	22
4 Rechargeable LED Lantern (At least 10 LED Bulb with 12/6 Volt Battery back up) Different Type /Make/ Price/ Specification/ Warranty etc be quoted separately)		1289
5 Rubber Stamp (Mock Poll Slip) (Dimension : 3cms x 1.5cms)	Mock Poll Slip	1289
6 Signage of Polling Station as per instruction of CEO vide Letter No. 7333 Dt. 3.9.18 (Dimension of Circle 8" backgrounds colour Mustard/Yellow, Text Colour - Black	ବୁଥଫର୍ମା : ବିଧାନ ସଭା ଫର୍ମା :	586

GENERAL BID

1	Name of Bidder Agency/Firm with address	
2	GSTIN No.	
3	PAN No.	
4.	Income Tax Clearance (2017-18)	
5	Annual Turn Out	
6	Details of Cost of Tender Paper BD No. Dt.	
7	Details of EMD Depsit	BD No. Dt.
Past Experience (If any Regarding supply of Election Materials.		

FINANCIAL BID

1. Name of Firm/Agency with Address
2. GSGIN
3. Rate Quoted.

	Requirement				
	Unit	Size	Price per Unit excluding GST	GST	Total Price Per Unit.
1	Transparent Duct Tap (Cello Tap) 4 Inches with 10-15 Mtr length	4 Inch width with 10-15 Mtr length			
2	Transparent Plastic Container 14"x10"x5" (LWH)				
3	Transparent Plastic Pigeon-Hole Container with each partition size 6"x4"x4" (LWH) (Partition may vary basing on No. of candidates.	With 9 Compartments			
		With 12 Compartments			
		With 16 Compartments			
4	Rechargeable LED Lantern (At least 10 LED Bulb with 12/6 Volt Battery back up) Different Type/ Make/ Price/Specification/Warranty etc be quoted separately)				
5	Rubber Stamp (Mock Poll Slip) (Dimension : 3cms x 1.5cms)				
6	Signage of Polling Station as per instruction of 7333 Dt. 3.9.18 (Dimension of Circle 8" backgrounds colour Mustard/Yellow Text Colour Black				