



DISTRICT ELECTION OFFICE, BALANGIR

No. 297/Elec., Date: 27/02/2019

Short Tender Call Notice

Sealed tender in plain papers are invited from bonafide suppliers/ Agencies/Firms to supply following articles in connection with ensuing Simultaneous General Elections, 2019.

1. Last date for filing of Tender : 03.03.2019 by 2.00 PM
2. Date of opening of tender 04.03.2019 at 5 PM in the chamber of Addl. District Magistrate & ADEO, Balangir

Articles required:

1. *Transparent Duct tape(Cello tape of 4 inch width having a length of 10-15 metres.*
2. *Plastic Containers for VVPAT slips storage(size- 6"X4"X 4LBH)*
3. *LED rechargeable lantern*
4. *Transparent plastic container with pigeon holes as per specification*

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.balangir.nic.in.

Preference will be given to the firms/suppliers of Balangir District Headquarters in view of Election exigency and immediate supply of the aforesaid articles.

Interested firms should submit their General proposal(*details fulfilling terms & 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, Balangir** to be delivered on or **before 03.03.2019 by 2.00PM**. Tenders receipt after the date/time line 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.10,000/- (Rupees Ten Thousand)only in shape of Bank Draft/Demand Draft drawn in favour of Deputy Collector, Elections, Balangir payable at SBI Main Branch, Balangir. Tender Paper without cost of Tender

Page - 1 of 5

Papers and EMD will be summarily rejected. The Earnest Money deposited of 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 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 04.03.2019 at 5.00PM.

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 thereon shall be treated as final.

5. The bidders 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 order and sample supplied .

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.

10. All the articles /materials are to be delivered in District Election Office, Balangir by the stipulated fixed in the order placed and the cost of transportation will be borne by the successful bidder.

11. The District Election Officer & Collector, Balangir reserves the right 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/. The decision of the District Election Officer & Collector, Balangir shall be treated final.

12. The firm/supplier whose tender will be accepted shall have to execute an agreement with the District Election Officer, Balangir 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 on 04.03.2019 at 5.00 PM by the District Tender Committee

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

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


**District Election Officer
& Collector, Balangir**

Page-2 of 5

Annexure-A

Requirement :

1. *Transparent Duct Tape(Cello tape-4 inches 10-15 metres length) : 3410 No.*
2. *Transparent Plastic Container : 6"X4"X4"(LWH):3720 No.*
3. *Transparent Plastic Pigeon-hole Container with 9 or 12 or 16 Compartments with each partition size 6"X4"X4"(LWH) –(Partition may vary basing on No. of candidates): 40 No.*
4. *Rechargeable LED Lantern(At least 10 LED Bulb with 12/6 Volt batteryback up:3420 No.*

GENERAL BID

1. Name of Bider 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. , dtd.
7. Details of EMD Deposited : BD No. Dtd.
8. Past Experience (if any) regarding supply of Election materials :

Date :

Seal with Signature of Bidder Agency/Firm

Page 7 of 5

FINANCIAL BID

1. Name of Firm/Agency with Address :
2. GSTIN
3. Rate quoted

Sl No.	Item	Price per unit excluding GST	GST	Total price per unit
1	<i>Transparent Duct Tape(Cello tape- 4 inches 10-15 metres length</i>			
2	<i>Transparent Plastic Container : 6"X4"X4"(LWH)</i>			
3	<i>Transparent Plastic Pigeon-hole Container with 9 Compartments with each partition size 6"X4"X4"(LWH)</i>			
	<i>Transparent Plastic Pigeon-hole Container with 12 Compartments with each partition size 6"X4"X4"(LWH)</i>			
	<i>Transparent Plastic Pigeon-hole Container with 16 Compartments with each partition size 6"X4"X4"(LWH)</i>			
4	<i>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.</i>			

Date:

: Seal with Signature of Bider Agency/Firm

Page 5 of 5