



OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE: BALANGIR
(GRAMPANCHAYAT SECTION)

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No. (VII-Ele.18 /21) 686 Dt - 05 .10.2021

TENDER NOTICE FOR PRINTING OF ELECTORAL ROLLS FOR THREE (3)TIRE GENERAL ELECTION TO PRIs-2022

Sealed Tenders are invited from the intending local press/DTP firms for printing of wards wise and GP wise Electoral Rolls of 317 Gram Panchayats in respect of 14 Blocks under Balangir District as per term/conditions and the maximum rate prescribed by the SEC,Odisha, Bhubaneswar for General Election to PRIs-2022.The details regarding tender papers, term and conditions can be obtained by downloading from District Website i.e www.balangir.nic.in or from the office of the District Panchayat Officer, Balangir. The tender shall, be sent by Regd. Post /Speed Post addressed to the District Panchayat Officer, Balangir, Pin Code -767001 and delivered in a sealed Envelope super-scribed on the top of it "TENDER FOR PRINTING OF ELECTORAL ROLLS FOR THREE TIRE PRIs ELECTION -2022" on or before 5.30 PM on Dt. 21.10.2021. The sealed tender will be opened on Dt.22.10.2021 at 11.00 AM by the Collector, Balangir in the office Chamber of Collector, Balangir in presence of tenders or their authorised representative and tender Committee members. The Collector, Balangir reserves the right to accept or reject/cancel any or all tenders without assigning any reasons thereof.

The higher ceiling rate for printing of Electoral Rolls are as follows with 84 entries on first page with heading and 96 entries in each subsequent pages with short heading

1	Full Page	For 30+1 copies	Rs.50.00
2	Half Page	-do-	Rs.25.00
3	Cover Page	-do-	Rs.30.00
4	Index Full page	-do-	Rs.32.00
5	Index Half page	-do-	Rs.16.00
6	Binding per book	G.P. wise	Rs.6.00

Besides above rates GST if applicable shall be taken into account.


COLLECTOR BALANGIR
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Memo No 687 Dt 05.10.21

Copy forwarded to the DIO, NIC, Balangir for information with a request to web host the tender notice/ term and conditions etc. for printing ward wise Electoral Rolls for the ensuing General Election to PRIs-2022 of Balangir District in details in the District NIC website for wide publicity. The last date for filing of tender is 21.10.2021, 5.30 PM. The intending local printing press (es) /DTP firms may visit the website for details.


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**TERM AND CONDITIONS FOR PRINTING OF ELECTORAL ROLLS FOR FORTH
COMING GENERAL ELECTION TO PRIS- 2022**

1. The Electoral Rolls for each Gram Panchayat is to be printed in 30(Thirty) copies in 60 GSM Cream Wove paper. This shall be printed with 84 entries on first page with heading on the top and qualifying date, date of publication of Electoral Rolls, and page at the bottom. In the subsequent pages there shall be 96 entries with short heading at the top and qualifying date, date of publication of Electoral Rolls and page at the bottom.
2. The Electoral Rolls shall be printed in Odia and each page of the Electoral Rolls shall be of A-4 size.
3. Before issue of printing order, an agreement in prescribed form in (Annexure-I) will have to be executed and security amount of 1% of the total value in shape of cash shall be deposited by the selected firms in the office of District Panchayat Office, Balangir which will be kept till election is over. Besides, TDS shall be deducted as per the prevailing provision of IT Act. At the time of final payment of printing bill.
4. The selected firm shall be made responsible for cent percent accuracy of printing and asked to make its own arrangements to make its own arrangements for proof reading. The GPEOs/ In charge of GPEOs of the concerned Block are the supervising officers to check up proof correction under the guidelines of SDPOs after received of written approval from the supervising officers, the final printing shall have to be taken up.
5. The printing firm shall without fail print the name (s) of their firms at the bottom of each page of the Electoral Roll.
6. The selected firm will receive the authenticated Electoral Rolls for printing from the District Panchayat Office, Balangir and the printing work of Electoral Rolls may have to be undertaken during November 2021 and the printed Electoral Rolls in Requisite nos shall available with District by the end of November 2021.
7. The selected firm shall supply one softcopy in CD, one master copy and 30 spare copies either by printing/ DTP.
8. As per the guidelines of ECI the following footnote shall be printed in the final Electoral Rolls.
"ଏହି ଭୋଟର ତାଲିକା ପଞ୍ଚାୟତ ନିର୍ବାଚନ ନିମନ୍ତେ ଗ୍ରହଣୀୟ ବିଧାନସଭା ଓ ଲୋକସଭା ର ଭୋଟର ତାଲିକା ଭିନ୍ନ ଅଟେ ଓ ତାହା ନିର୍ବାଚନ କମିଶନ, ଭାରତୀୟ ଦ୍ଵାରା ପ୍ରକାଶନ କରାଯାଏ । ପ୍ରତ୍ୟେକ ବିଧାନସଭା ଓ ଲୋକସଭା ନିର୍ବାଚନ ପୂର୍ବରୁ ଭୋଟର ତାଲିକା ରେ ଆପଣଙ୍କନାମ ଅଛି କି ନାହିଁ ଦୟାକରି ତନଖି କରନ୍ତୁ।"


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9. The tender beyond the date and time mention in the quotation call notice shall not be into consideration.
10. The Tenderer shall have to submit sample of the papers to be used for printing with seal and signature along with the Tender offer before the Tender Committee for examination.
11. The Tenderer shall have to submit the following documents along with the tender paper:
 - I. Income tax clearance certificate
 - II. VAT/GST registration number.
 - III. Licence/Registration of the firm.
 - IV. Past experience / printing capacity / proof of their printing
12. The Tenderer or their authorized representative shall have to produce the verification.
 - i. Service Tax registration certificate and Tax return of Last two year.
 - ii. Valid Vat CC in form No. 612 and Vat registration No.
 - iii. Photo copy of previous experience details.
 - iv. The address where his printing machine is located.
13. Non-delivery intimate or any deviation from the printing order or in terms and conditions of this tender shall make the selected Tenderer liable to forfeiture of the security deposit in too. Further, if and whenever the press contractor fails to deliver the printed Electoral Rolls to be liberty to deduct at the rate of 2% of the amount of the press contractor's bill for every days delay beyond the said time.
14. Any dispute arising out of this offer shall be decided within the jurisdiction of Balangir Court.
15. The authority reserves the right to accept or cancel the tender at any time. before issue of printing order without assigning any reason thereof.
16. The copyright of the Electoral Rolls shall be reserved with the Collector, Balangir. Reproduction/ reprint either in part or in full in any form/manner shall be prohibited.


9/10/21
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