

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE AND DISTRICT ELECTION OFFICER, ALIPURDUAR
P.O. ALIPURDUAR COURT, PIN-736122
Phone: 03564-255202 & 255120 E-mail: deopalipurduar@gmail.com

Memo no. 142/Elec


Date: 25.05.2018

NOTICE INVITING QUOTATION

Sealed quotation is hereby invited from the reputed and bonafied dealers/ suppliers for supply of printing B.L.O registers, as per specification enclosed in Annexure-A.

1. The quotationers will have to furnish up-to date clearance certificate of I.T, & GST number with their quotation papers. No quotation paper will be accepted without the I.T, G.S.T certificate.
2. The quotation paper will be received till **31.05.2018** up to **2.00 p.m** and opened on the same date at **3.00 p.m** at office of the District Magistrate (Election section), Alipurduar. The quotationers may remain present at the time of opening the box of quotation, if they intend to do so.
3. The quotationers should also submit credential certificate for printing of B.L.O registers/ any similar register pertaining for last 03 years.
4. The rates will have to be quoted both in figures and on words and any scratches errors of overwriting must bear initial/signature of the quotationers on it. Any deviation would make the quotation paper liable for cancelation, as decided by the competent authority.
5. Sealed envelope containing quotation along with other necessary papers should be addressed to "The District Magistrate, Alipurduar" and dropped in the drop box to be kept in the office of the Election Section, Dooars Kanya, Alipurduar on all working days within working hours. Quotation received through any other means will not be accepted.
6. Not more than one quotation would be accepted from one dealer or supplier.
7. The printed copies should be supplied within 03 days after receiving of supply order.
8. The undersigned also reserves the exclusive right to accept or reject any/ all the quotation without assigning any reason whatsoever.
9. Certain conditions regarding the printing of the register along with the format of quotation is enclosed in Annexure-A. The rate should be inclusive of GST and all other taxes.
10. Binding of register should be proper as these registers will be used for 03(three) years.
11. Supply of all the register should be made to the district election section within 03(Three) days receiving the work order.

Enclosed: Annexure-A



Additional District Magistrate (Election)
Alipurduar

Memo no. 142/16/Elec

date: 25.05.2018

Copy forwarded for information and wide publicity to:

1. CA to the District Magistrate, Alipurduar.
2. The Sub-Divisional Officer, Alipurduar.
3. The Block Development Officer (All), Alipurduar.
4. DIO, NIC with a request to publish in the district website.
5. Office notice board.
6. Office file


Additional District Magistrate (Election)
Alipurduar

Annexure-A

1. Dimensions of the register: The register shall be printed in good quality paper of legal size (8.5X14 inches) in landscape orientation.
2. The paper quality shall be good enough to be written on both sides of paper and can be preserved for at least 3 (three) years.
3. The register should carry front cover (01 hard page) and back cover (01 hard page).
4. The main content of the register may carry 230, 430 or more pages according to the requirement.
5. The binding of the register should be of good quality, so that the register can be preserved for at least 3 (three) years.
6. The rate shall be quoted in following manner:-

Rate for printing per page	Rate for binding per book

b. A. p.