

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

Memo no. 206/Elec/xxii/2020-21

Date: 09.06.2020

NIT No 03/ Elec/2020-2021
NOTICE INVITING TENDER

Sealed tender is hereby invited from the reputed and bonafied dealers/ suppliers for supply of printing of forms, as per specification enclosed in Annexure-A.

1. The tenderers will have to furnish up-to date clearance certificate of I.T, & GST number with their tender papers. No tender paper will be accepted without the I.T & G.S.T certificate.
2. The tender paper will be received till 22.06.2020 up to 2.00 p.m and opened on the same date at 3.00 p.m at office of the Addl. District Magistrate (Election), Alipurduar. The tenderers may remain present at the time of opening the box of tender, if they intend to do so.
3. The tenderers should also submit credential certificate (payment certificate only) of Rs.450000/- (Rupees Four lakh Fifty Thousand) only for electoral data entry pertaining in last 05 years at one go. No tender paper will be accepted without the credential.
4. The rates will have to be tendered both in figures and on words and any scratches errors of overwriting must bear initial/signature of the tenderers on it. Any deviation would make the tender paper liable for cancelation, as decided by the competent authority.
5. The tenderers should have one sealed envelope containing on necessary documents for technical bid and one sealed envelope quoting the rate for financial bid. Both the envelopes must be put inside one mother envelope and should properly be sealed and put into the tender dropping box.
6. The Sealed mother envelope 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 (Room No 205). Tender received through any other means will be rejected.
7. Not more than one tender would be accepted from one dealer or supplier and if such thing happened, all his tenders will be rejected.
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 data entry along with the format of tender and maximum rate of data entry is enclosed in Annexure-A. The average of the items mentioned in Annexure -A will determine the lowest bidder in the Financial bid.
10. The rate should be inclusive of GST and all other taxes.

Enclosed: As Stated


Additional District Magistrate (Election)
Alipurduar

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Copy forwarded for information and wide publicity to:

1. Sub-divisional Officer, Alipurduar Sub-division
- 2-7. The Block Development Officer (All), Alipurduar
8. DIO, NIC with a request to publish in the district website
9. CA to the District Magistrate, Alipurduar
10. Office notice board


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Annexure-A

SL. NO	DESCRIPTION OF ACTIVITY	UNIT	MAXIMUM RATE (IN RS.)	OFFERED RATE (IN RS.)
1	Data entry for addition of all rolls both vernacular(Bengali & English) with uploading of electors photographs and documents (In Case of Offline forms) upto disposal(data entry, Assigning part, form processing and disposal))(rollback too and reprocessing, if necessary)	Per data entry	8.25/-	
2	Data entry for modification, deletion, transposition of all rolls both vernacular(Bengali & English) with uploading of electors photographs and documents (In Case of Offline forms) upto disposal(data entry, Assigning part, form processing and disposal))(rollback too and reprocessing, if necessary)	Per data entry	7.00/-	
3	Assistance in forms processing(Assigning part, field verification upto disposal to AEROs/EROs of online forms (6/6A/7/8/8A))(rollback too and reprocessing, if necessary)	Per data entry	1.00/-	
4	Uploading of Claims and objections in CEO/ECI website and generation and printing of Checklist(2 Sets) of roll data entry works etc.	Part wise	42.00/-	
5	Work of data processing & final data uploading in election server through various modules	AC wise	11000.00/-	
6	Check copy Roll PDF & generation of final roll PDF and generation of EPIC	Part wise	9.60/	

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