

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: deoalipurduar@gmail.com

Memo no. 870...../Elec

Date: 17/12/2019

NOTICE INVITING TENDER
No- 04/Elec/2019

Sealed tender is hereby invited from the reputed and bona fide dealers/ suppliers/Agency for rate quoting for printing of PVC EPIC, as per specification enclosed in Annexure-A.

- 1) The tenderers will have to furnish the following documents:
 - i. Income Tax Return/acknowledgment receipt of 2018-19 Assessment Year
 - ii. Pan Card
 - iii. Up to date Professional Tax Clearance Certificates
 - iv. Valid 15 digit Goods & Services Taxpayer identification Number (GSTIN) under GST Act, 2017
 - v. Payment Certificate/Completion certificate as credential for printing of PVC card / similar printing experience at any Govt. organization pertaining for last 03 years.
- 2) The tender paper will be received till 26.12.2019 up to 1.00 p.m and will be opened on the same date at 4.00 p.m at office of the District Magistrate. 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 for printing of PVC card / similar printing experience at any Govt. organization 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 tenderers on it. Any deviation would make the tender paper liable for cancelation, as decided by the competent authority.
- 5) The quoted rate in the tender should be inclusive of GST and all other taxes.
- 6) Sealed envelope containing tender 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, at room-205 of Dooars Kanya, Alipurduar on all working days within working hours. Tender received through any other means will not be accepted.
- 7) Not more than one tender would be accepted from one dealer or supplier or Agency.
- 8) The undersigned also reserves the exclusive right to accept or reject any / all the tender without assigning any reason whatsoever.
- 9) Certain conditions regarding the printing of PVC card along with the format of tender is enclosed in Annexure-A.
- 10) The selected dealer or supplier or Agency must print the PVC EPIC within the area specified by the District Magistrate, Alipurduar in his office premises under security surveillance.

Enclosed: Annexure-A


Additional District Magistrate (Election)
Alipurduar

Memo no. 870/1(3)...../Elec

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Copy forwarded for information and wide publicity to:

- 1) CA to the District Magistrate, Alipurduar
- 2) DIO, NIC with a request to publish in the district website on 17.12.2019 positively
- 3) Office notice board


Additional District Magistrate (Election)
Alipurduar

Annexure-A

Personalization

Front Side:

1. Coloured photo of the elector of size 3.2 cm (vertical) and 2.4 cm(horizontal) in the space provide for the purpose.
2. EPIC no. of the elector printed in alphabets and numbers and also as a bar code.
3. Name of the elector in English and "Vernacular".
4. 'Relation name' printed in English and"Vernacular".

Back Side:

1. 'Sex' printed in English and "Vernacular".
2. 'Date of Birth/Age' printed in English.
3. 'Address' printed in English and "vernacular".
4. 'No. & name of Assembly Constituency' printed in English and "Vernacular".
5. 'Part no. & name' in English and "Vernacular".
6. Scanned signature of Electoral Registration officer'.

Image Specification and Lamination:

The photographs of the elector on new cards should be in sharp focus, of high quality with appropriate brightness & contrast and showing natural skin tones of the elector's face and clearly recognizable features with following resolution and size.

Details	Specification
Image Format	JPEG
Image Resolution	320x240 pixels(Standard e-mail mode of Digital Cameras) in Colour portrait mode in aspect ratio of 4:3
Image size	3.2 cm vertical x 2.4 cm Horizontal