

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE AND DISTRICT ELECTION OFFICER, ALIPURDUAR
P.O. ALIPURDUAR COURT, PIN-736122

NIT No:05/ Elec/2021-2022
NOTICE INVITING TENDER for Printing Of Electoral Rolls

Sealed tenders are hereby invited from bona fide and resourceful firms/agencies having experience or credential of working with government departments/undertakings/Agencies for Printing of Photo Electoral Roll and Elector Information Slip and Stapling of the same as per the specification of the quality displayed, and fulfillment of the terms and conditions stated hereunder.

Specifications of the required items:

Sl.no	Item	Rate for printing for single page	Rate for printing for double page
1	CENTURY BRAND 75 GSM PAPER		
2	CENTURY BRAND 70 GSM PAPER		

Terms and Conditions

1. The tender should be submitted by **25.02.2022 at 2.00 PM, 2022** and the same will be opened at **3.00 PM** in the chamber of Addl. District Magistrate (Election) on the same day.
2. Sealed envelope containing tender rate should be addressed to the District Magistrate and District Election Officer, Alipurduar/and should be super scribed as **"Printing of Photo Electoral roll and Elector Information Slip"**.
3. Sealed tenders are to be dropped in the drop box kept in the office of the district election cell (**Room no -205**), Alipurduar on all working days within working hours. tender received through any other means will not be accepted.
4. The applicant must be a bona fide supplying agency having valid sale tax/GST registration certificate. Photocopy of all the relevant documents duly self-Attested including last Sale tax/GST return, latest Income tax return, PAN card on the date of issue of this notice must be enclosed with the application.
5. The applicant must be a bona fide supplying agency having valid credential of at least **Rs.50000/- (Rupees Fifty Thousand)** only against a single work order of printing with Government Departments/Undertakings/Agencies.
6. The undersigned received the right to relax any of the aforesaid criteria, at any stage of the process on specific ground.
7. The price tendered against the item must be written or typed neatly. Corrections, if any should be properly authenticated. Incomplete offer will summarily be rejected.
8. Acceptance of the lowest tender is not obligatory and the undersigned reserves the right to cancel any or all the applications, without showing any reason thereof whatsoever and also can split up the tendered work to more than one tendered in the interest of the speedy execution of the work.
9. Time is the essence of the contract. The successful tenderer must complete the work within the specified time mentioned in the work order. No extension will be allowed at all. If the successful tenderer fails to complete the printing in stipulated time period, the work order issued in his favour will be cancelled without showing any reason thereof. The undersigned may also proceed to get the balance work completed by any other means. The excess expenditure ,due to such step would be recoverable from unpaid bill of the tenderer. Apart from these, any other penal measure the undersigned can take, including black listing of the tenderer and forfeiture of the earnest money.
10. No Consumable materials will be supplied to the Agency from any work from the office of the undersigned. Agency will be responsible for procuring all materials required for proper execution of work at his own cost.
11. Payment will be made after receipt of supplied materials in good condition at the stipulated site.


Additional District Magistrate (Election)
Alipurduar

Memo no. **110/1(12)/XXII/Elec./NIT/ 20-21**

date: **18/02/2022**

Copy forwarded for information and wide publicity to:

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


Additional District Magistrate (Election)
Alipurduar