

ELECTION URGENT



OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, DHENKANAL
(G.P. SECTION)

Letter No. 714

/Dt. 08.11.2021

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Sealed Quotations/Tenders are invited from the intending local firms having valid GST registered /Govt. recognized co-operative organizations for supply of Election materials (List enclosed) to be used during conduct of General Election to PRIs, 2022.

The sealed quotation/tenders should reach on or before **24.11.2021** by **5.30 P.M** in the District Panchayat Office, Dhenkanal through registered/speed post or courier only. No tender will be received by hand or by any other means. The cover containing tender papers should be superscribed as "**TENDER FOR ELECTION MATERIALS**".

The quotation will be opened by the Purchase committee on **25.11.2021** at **12.00 Noon** in presence of the Quotationers or his/her authorized Agent in the office chamber of the **Collector, Dhenkanal**. If nobody is present from the side of the quotationer(s) at the scheduled date and time, the committee will not wait for opening of the tender.

Quotations/Tenders will not be accepted/entertained after expiry of the due date and time as above.

The Quotations/Tenders should accompany with the following documents.

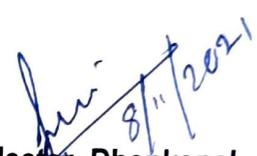
1. E.M.D of Rs.5,000/- (Rupees five thousand) only in shape of Bank Draft in favour of the District Panchayat Officer, Dhenkanal.
2. Up to date VAT/GST clearance, Income tax return of last three years i.e. 2018-19, 2019-20 & 2020-21 and Copy of PAN card.
3. Sample of each item is to be produced before the committee at the time of opening of tender for verification.
4. The rate of the article should be quoted inclusive of all taxes i.e. GST, Entry Tax etc. as per Govt. guideline and rate should be valid for one year from the date of finalization of tender. No extra cost will be given

- for transportation of the article. The rate of the article is negotiable. Supply is to be made at **District Panchayat Office, Dhenkanal**.
5. The quotation will be summarily rejected if sample is not produced.
 6. The rate quoted should not ~~be~~ exceed than the rate prescribed by SEC, Odisha.
 7. The number of items to be procured may changes as per requirement.

The quotation received without fulfilling the above terms and conditions shall be treated as prima facie rejected and shall not be taken into consideration.

The successful tender/tenders should deliver the article within 15 (fifteen) days from the date placement of supply order, failure to deliver within the stipulated period shall result forfeiture of the EMD to Govt. and alternative action will be taken by the authority.

The authority reserves right to accept or reject the quotation without assigning any reason thereof. No intimation will be given to the party in this matter. The authority is also not bound to accept the lower price subject to quality.


Collector, Dhenkanal.

Memo. 715 /Date. 08-11-2021

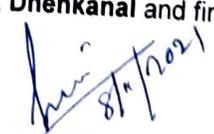
Copy submitted to the Secretary, State Election Commission, Odisha, Bhubaneswar for information and necessary action.

Copy to the Notice Board of Collectorate/ Sub-Collector's Office, Dhenkanal/ Hindol/ Kamakhyanagar/ All Tahasildars/ All Block Development Officers/ All CDPOs of Dhenkanal district/ DIPRO, Dhenkanal/ GM, RIC, Dhenkanal for information and wide publicity.

Copy to the DIO, NIC, Dhenkanal for information with a request to publish the Advertisement in the district website www.dhenkanal.nic.in.

Copy to the PA to Collector, Dhenkanal for information and necessary action.

Copy to members of purchase committee for information with request to remain present on **25.11.2021 at 12.00 Noon** in the office Chamber of the **Collector, Dhenkanal** and finalise the process of tender.


Collector, Dhenkanal.

**Supply of Election materials to be used during conduct of
General Election to PRIs, 2022.**

Sl. No	Name of the Material	Quantity per Booth	Rate (in Rs.)	Norms
1	Full scape paper	4 pieces	3.00	Consumable item for each booth
2	Pin	1 small packet	7.50	-do-
3	Sutuli	1 small bundle	7.50	-do-
4	Sealing Wax	10 pieces	30.00	-do-
5	Gum Paste	1 bottle	15.00	-do-
6	Match box	1	1.00	-do-
7	Carbon Paper	4 sheets	5.00	-do-
8	Flexible wire	1 small piece	5.00	-do-
9	Candle	2 pieces	9.00	-do-
10	Pencil	3	6.00	Non Consumable item to use 3 times
11	Ball Pen	3	10.00	-do-
12	Ink Pad and ink	2	30.00	-do-
13	Pusher	1	3.00	-do-
14	Blade	1	1.00	-do-
15	Cloth	1 Mtr	15.00	-do-
16	Oil container	1	15.00	-do-
17	Metal rule to detach ballot paper	1	5.00	-do-
18	Wet sponge	2	10.00	-do-
19	LED Lamp	1	100.00	-do-
20	Empty small plastic bottle	1	3.00	-do-
RATE AND QUANTITY OF COUNTING MATERIAL Per Table				
SL. No	Name of item	Quantity	Rate	
1	Knife	1	10.00	
2	Pencil/Ball point pen	3	10.00	
3	Full scape paper	4 pieces	3.00	
4	Paper weight	10	100.00	
5	Tray as per number of Candidates	10	500.00	
6	Rubber band	1 packet	5.00	
7	Water Sponge	2	10.00	

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8/11/2021
Collector, Dhenkanal.