

GOVT. OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER::DARRANG::MANGALDAI
(ELECTION BRANCH)

TENDER NOTICE

Sealed Tenders are invited from Registered firms and suppliers affixed with non-refundable court fee stamp of Rs. 8.25 (Rupees eight & paise twenty-five) only for supply of **Poling materials Kit** in a Water Proof Gunny Bag containing the materials as per list enclosed against 1065 Nos. Polling stations (7,85,980 electors) with 10% reservation in connection with conduct of Parliamentary Election, 2019 under the following terms and conditions.

TERMS AND CONDITIONS :

1. The bidders must attach the self attested copies of firm registration Certificate, GSTIN, PAN Number, Trade License from MB/TC etc. and **Current Bank Account** No. of with the tender.
2. Rate per Kit should be quoted.
3. Bidders will have to ensure for supplying qualitative materials. If any supplier fails to supply qualitative materials, his/her order will be rejected immediately.
4. Bidders must state the name of company manufacturing the materials and the brand name/model of the materials. Bidders will have to give samples for preliminary verification in respect of the materials having no trade mark etc.
5. Interested bidders can visit this office on any working day, to inspect the specimens before submitting the tender.
6. The tender shall have to be placed in Proforma duly completed in all respects
7. The rates should be inclusive of all taxes.
8. The bidders will have to deposit an amount of Rs. 15,000/- (Rupees fifteen thousand) only as security deposit in the form of Demand draft/Call Deposit in favour of Deputy Commissioner, Darrang, Mangaldai payable at Mangaldai with the quotation. The bidders who have already deposited security vide this office Tender Notice No. DEL-7/2019/7 dated 25th January, 2019, need not deposit security money along with this Tender.
9. In case the bidders/successful bidder(s) are found in breach of any condition(s) of tender at any stage, legal action as per rules/laws shall be initiated against the agency concerned. In such case, Security money deposited shall be forfeited.
10. No advance payment will be made.
11. Payment will be made after election process is over subject to availability of fund.
12. Deputy Commissioner, Darrang has the right to accept or reject any or all tenders without assigning any reason thereof and has the right to fix the price of any materials as per prevailing market rate.

The last date for submission of quotation is 3.00 PM of 19th March, 2019 and same would be opened on the same day at 4.00 PM, in the presence of the bidders or their authorized representatives in the office chamber of the Election Officer, Mangaldai.

Sd/-
(Ghanshyam Dass, IAS)
Deputy Commissioner, Darrang
&
District Election Officer
Mangaldoi

No. DEL-07/2019/31

Dated Mangaldai, the 12th March, 2019

Copy to :

1. The Chief Electoral Officer, Assam, Dispur for favour of information.
2. The Election Officer, Mangaldai will arrange to publish the Tender Notice through district website as well as social media.
3. The DIPRO, Darrang. She is requested to give wide publicity through FLS.
4. Notice board, D.C.'s office, Darrang.
5. All local firms.

Sd/-
Addl. Deputy Commissioner
(Material Cell)
Darrang : Mangaldai

LIST OF MATERIALS PER POLLING STATION KIT

S. No	Items	Quantity
1	Register of Voters (Form 17A)	As per actual requirement
2	Voter's slips	As per requirement
3	Stamp pad (purple)	1
4	Match box	1
5	Presiding officer diary	1
6	Distinguishing mark rubber stamp	1
7	List of challenged votes (Form 14)	2
8	List of blind and infirm voters (Form 14A)	2
9	List of tendered votes (Form 17B)	2
10	Account of votes recorded	10
11	Record of paper seals used	2
12	Receipt book for deposit of challenged votes fee	1
13	Letter to SHO	4
14	Declaration by the presiding officer before the commencement of poll and at the end of the poll (Part I to IV)	2
15	Declaration by elector about age	2
16	List of electors who voted after giving declaration / refused to give declaration	4 / 4
17	Declaration by the companion of blind and infirm voter	10
18	Entry passes for polling agents	As per requirement
19	Format for presiding officer's additional 16-point report to be submitted to constituency observer/ Returning Officer	2
20	Visit sheet	2
21	Receipts of return of election records and materials after poll	2
	ENVELOP	
22	For smaller envelopes (statutory covers) (SE-8)	1
23	For marked copy of electoral rolls (SE-8)	1
24	For other copies of electoral rolls (SE-8)	1
25	For tendered ballot paper and tendered voters list	1
26	For declaration by the presiding officer before and after the poll	1
27	For account of votes recorded (Form 17C) (SE-5)	1
28	For list of challenged votes (SE-5)	1
29	For unused and spoiled paper seals (SE-5)	1
30	For appointment letters of polling agents (SE-6)	1
31	For list of blind and infirm voters (SE-5)	1
32	For presiding officer's diary report (SE-6)	1
33	For election duty certificate (SE-5)	1
34	For receipt book and cash forfeited (SE-6)	1
35	For declaration of companions (SE-5)	1
36	For smaller envelopes (others) (SE-7)	1
37	For register of voters having signatures of voters (17A) (SE-8)	1
38	For other relevant papers (SE-5)	1
39	For smaller envelopes (SE-8)	1
40	Cover for presiding officer's brief record under rule 40 (SE-6)	1
41	Plain envelopes (SE-7)	2
42	Plain envelopes (SE-8)	3

S. No	Items	Quantity
43	For unused ballot papers (SE-7)	1
44	For any other paper that the RO has decided to keep in the sealed cover	1
45	Cover for unused and damaged special tags (SE-7)	1
46	Cover for unused and damaged strip seal (SE-7)	1
47	Envelope made of thick black paper (for sealing printed paper slips of Mock Poll)	2
	SIGN BOARDS	
48	Presiding officer	1
49	Polling officer	2
50	Entry	3
51	Exit	4
52	Polling agent	5
53	Miscellaneous notice specifying area etc. as required by rule 30 (1)(a)	6
	STATIONARY	
54	Ordinary pencil	1
55	Ball pen	3 blue + 1 red
56	Blank paper	8 sheets
57	pins	25 pieces
58	Sealing wax	6 sticks
59	Gum paste	1
60	Blade	1
61	Candle sticks	4
62	Thin twine thread	20 meters
63	Metal rule	1
64	Carbon paper	3 sheets
65	Cloth or rag for removing oil etc.	3 pieces
66	Packing paper sheets	3 sheets
67	Cup/empty tin/plastic box for holding indelible ink bottle	1
68	Drawing pins	24 pieces
69	Check lists	2
70	Rubber bands	20 pieces
71	Polythene bag (75 x 45 cm)	1
72	Polythene bag (65 x 45 cm)	1
73	Polythene bag (50 x 45 cm)	1
74	Cello tape	1
75	Plastic container (12" x 6" x 4" size) for VVPAT Mock Poll Slip	1
76	Pad ink (100 ml)	1
77	Forms for declaration by elector under rule 49MA	10
78	Trouble shooting on use of EVM & VVPAT	1
79	Sutlee Ball (100 gms ball)	1