



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER:::::UDALGURI

NOTICE INVITING TENDER

Tender affixing Court Fee Stamp of Rs. 8.25/- (Rupees eight & twenty five paise) only under sealed cover are hereby invited from the intending Govt. registered Printing Presses for printing of Photo Electoral Rolls and as per terms and conditions laid down below. The Election Officer, Udalguri will receive the tenders on behalf of the undersigned till 3:00 PM up to 28/10/2022 and shall be opened on the same day at 4:00 PM in presence of the intending tenderer or their authorized representative. The undersigned reserves the right to reject any or all tenders without showing any reasons thereof.

Specification:-

1. Printing shall have to be done in good quality A4 size paper of 75 GSM.
2. Printing shall have to be done from CD in PDF format to be provided from this end.
3. Rate of printing per page on both sides and single sides inclusive of paper, stitching, binding, shorting, tagging, delivery charges and of all admissible taxes.

Terms and condition:-

1. The Printing Press must be registered with the Printing and Stationery Department, Govt. of Assam and Photo copy of valid Govt. registration certificate must be submitted along with the quotation. The original and valid registration certificate must be produced at the time of opening of the tender.
2. Photo copy of tax clearance certificate (GST and IT) must be submitted along with the quotation and original certificate must be produced at the time of opening of the tender.
3. Photo copy of trade license must be submitted along with the tender. The original and valid license must be produced at the time of opening of the tender.
4. TIN, PAN and GST number must be indicated in the tender. Also photo copy of PAN card must be enclosed along with the tender.
5. Photo copy of experience (previous work order) of printing of Photo Electoral Roll must be submitted along with the tender.
6. Bank Account No. in the name of Printing Press and IFSC Code and Bank Branch name must be indicated with the tender. Photo copy of 1st page of bank passbook or copy of cancelled cheque are to be submitted along with the tender where the IFS code is mentioned.
7. The per page rate of printing of Photo Electoral Roll should not be above of Rs. 2.30 in case of both sides and Rs. 1.50 in case single side.
8. The authority shall not be bound to accept the lowest quoted rates and rates accepted shall not be changed under any circumstances.
9. The quality of printing items should be standard and undersigned shall have the right to reject the printing items supplied by the Printing Press, if not satisfied.
10. Payment shall be made when required fund will be provided by the Election department, Dispur.

Special Note:-

Presses which are not registered with the Printing and stationery Department, Govt. of Assam and not be able to print any emergency basis need not submit tender.

**Deputy Commissioner
&
District Election Officer,
Udalguri.**

Date: 20/10/2022.

Memo No. UEL-18/2019/Pt/53

Copt to,

1. The Chief Electoral Officer, Assam, Dispur for kind information.
2. The DIPRO, Udalguri for wide publication.
3. The DIO, NIC to publish in the website.
4. Notice Board of Election Branch, Udalguri.
5. Office file.

**Deputy Commissioner
&
District Election Officer,
Udalguri.**

RATE FOR PRINTING OF PHOTO ELECTORAL ROLL w.r.t. 01/01/2023

Sl. No.	Particulars	Rate of Printing in A4 size copier paper (75		Remarks
		Both side printing	Single side printing	
1	Printing of Photo Electoral Roll			

Signature with seal