



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER :: UDALGURI ::
[ELECTION BRANCH]

No. UEL-03/AE-2026/01

Dated Udalguri, the 02nd February, 2026

NOTICE INVITING TENDER

Sealed bids affixing Court fee stamp of Rs. 8.25 (Rupees eight and paise twenty-five) only are invited from intending Firms / Suppliers etc. for hiring of computers and other materials in connection with ensuing Assam State Legislative Assembly Election, 2026. Such Firms / Suppliers etc. should fulfil the following **terms and conditions**:

- 1) The Firms / Suppliers etc. should produce valid & Up-to-date Trade License.
- 2) Attested copies of records /documents relating to Registration of PAN, up-to-date income tax clearance certificate etc. should be furnished. Bid submitted without attested copies of the certificates will be rejected.
- 3) Up-to-date GSTIN Clearance should be furnished.
- 4) Attested Copy of Tax Clearance Certificate (GST and IT).
- 5) Attested Copy of Bank Passbook/ cancelled cheque against the firm.
- 6) Rate(s) should be inclusive of all taxes including GST. TDS on GST/ Income Tax as applicable will be deducted at source from the bill amount as per existing norms.
- 7) If a firm fails to supply the required items within the stipulated time, the work order shall be withdrawn immediately from the concerned firm. Necessary action may also be initiated, which may include blacklisting of the supplier, as per applicable rules.
- 8) Preference will be given to firms/suppliers having previous work experience. The bidder shall submit copies of relevant work orders in support of their past experience, if any.
- 9) Rate once quoted will be treated as final and no alteration or modification will be entertained for any reason whatsoever and it will remain valid until next bid is called for.
- 10) Earnest money of Rs. 20,000.00 (Rupees Twenty Thousand) only will have to be deposited in the shape of Bank draft in favour of the District Election Officer, Udalguri along with the tender.
- 11) Average Annual Turnover of minimum Rs. 20,00,000.00 (Rupees twenty lakh only) in the last three financial years i.e. 2022-23, 2023- 24 and 2024-25. CA Certified Turnover Certificate with UDIN needs to be furnished.
- 12) The bidders are requested to distinctly put the rate of items and not to overwrite any rates quoted. Putting overwrite rates may lead to cancellation of the bid.
- 13) The bidders will submit their bids only in the list of items as per **Annexure A**.
- 14) The supplier shall maintain the quality of product. All items should be from any defects and new.
- 15) The supplier shall be capable of supplying the required items at any hour of the day or night, as and when necessitated by urgent election-related requirements.
- 16) The Bidder should not have been blacklisted by any Government Department/ Bidder/Ministries or PSUs in the last three financial years and the current financial year i.e. FY 2022-23, FY 2023-24, FY 2024-25 and FY 2025-26. The applicant shall not also be blacklisted and a Notarized Affidavit to this effect shall be submitted by the intending bidders.
- 17) Authority reserves the right to accept/reject any bids. The Lowest rate may not be compulsorily acceptable and the Authority also reserves the right to take decision in this regard.

Bids will be received up to 02.00 PM of 24/02/2026 (Tuesday) and will be opened at 3.00 PM of the same day. The tender box will be available in the Ground Floor (in front of Room No. 51, Election Branch, Udalguri). The interested bidders or their authorized representatives are requested to be present while opening the tender.

Enclosed: List of items (Annexure A)


District Commissioner as
District Election Officer
Udalguri.

Memo No. No. UEL-03/AE-2026/01-A
Copy to :-

Dated Udalguri, the 02nd February, 2026

1. The CEO, Assam for kind information.
2. The Circle Officers (Udalguri/Khoirabari/Harisinga/Mazbat Rev. Circle) for kind information with a request to publish in their notice board.
4. The Block Development Officers (Udalguri/Rowta/Bhergaon/Mazbat/Khoirabari/Kalaigaon Dev. Block) for kind information with a request to publish in their notice board.
5. The DIPRO, Udalguri. He shall give wide publicity of the above Notice through local media / newspaper etc.
6. Office file.


District Commissioner as
District Election Officer
Udalguri

Hiring of Computer & Others:

Sl.	Description of Work/ Item(s)	Units	Rate in INR (Including all Taxes)	
			in Figure	in Words
1	CC Camera with DVR, Wire, Monitor and Installation	Per Camera/Day		
2	Ceiling FAN 1200 MM	Each/day		
3	Desktop Computer (with UPS) with windows, MS Office, Antivirus, etc.	Per Set/Day		
4	Laptop with windows, MS Office, Antivirus, etc.	Each/day		
5	LED TV 32 Inch	Each/day		
6	LED TV 40 Inch	Each/day		
7	LED TV 55 Inch	Each/day		
8	LED TV 65 Inch	Each/day		
9	Mike Set with Operator (PA System)	Each/day		
10	Pedestal FAN 400MM	Each/day		
11	Plastic Centre table	Each/day		
12	Plastic Chair (with Arms) Swagat or Nilkamal	Each/day		
13	Plastic Chair (without Arms) Swagat or Nilkamal	Each/day		
14	Plastic Dining Table Swagat or Nilkamal	Each/day		
15	Laser Printer	Each/day		
16	Colour Printer	Each/day		
17	Projector with Screen	Each/day		
18	Scanner	Each/day		
19	Sofa Set (3+1+1)	Set/day		
20	Wooden Dining Bench	Each/day		
21	Wooden Dining Desk	Each/day		
22	Xerox Machine A3 Size	Each/day		
23	Cooler	Each/day		
24	Air Conditioner	Each/day		
25	Table/Stand Fan	Each/day		
26	Secretariat table	Each/day		
27	VIP chair	Each/day		
28	Chamiyana/ Shed	Per Sq Ft./day		
29	Screen	Per Sq Ft./day		
30	Carpet	Per Sq Ft./day		
31	GCI Sheet 9/10 ft.	Per Unit/day		
32	Generator set (per KV/ day)	Per KV/ day		