



Government of West Bengal
Office of the District Magistrate, Darjeeling
Election Section

NOTICE INVITING TENDER

NIT No. **1/SRER-2018/ELEC**

Date : **27.07.2017**.

Sealed quotation of rates for digital printing of **Photo Electoral rolls & Elector's Information Slip** in connection with the upcoming SRER-2018 in respect of Darjeeling District, are invited from the reputed agencies having adequate experience in the relevant work. Interested agencies may submit tenders (quoting NIT No. as reference) in the office of SDO, Siliguri on 02.08.2017 (last date) up to 1.00 p.m. which will be opened on the same day at 2.00 p.m. in presence of SDO, Siliguri. Interested agencies to drop the tenders will have to comply with the following terms and conditions strictly. The type of the works in detail will be available in the Election Section.

Tenders should be sent in sealed covers only super subscribing on the cover "**Tender for digital printing of Photo Electoral rolls & Elector's Information Slip**" along with NIT No. **1/SRER-2018/ELEC** Dated : **27.07.2017** and addressed to the District Election Officer & District Magistrate, Darjeeling. Rate should be quoted inclusive of all statutory taxes and duties. Part tenders will not be considered.

Attending agencies will have to submit tender along with all requisite documents :

A)ST/IT Clearance, B) GST, C)PAN No, D) Trade License E) Credential Certificate of similar nature of works within last three years.

The undersigned reserves the right to reject any or all the tenders without assigning any reason whatsoever and will not be bound to accept either lowest tender or any of the tenders.

Terms and condition :

Sl. No.	Printing of Electoral Roll & Elector's Information Slip
1	There should be sufficient numbers of digital printers and computer for works.
2	Only good quality black toner refill will be used.
3	Electoral roll printing paper quality will be A4 Size White Paper of 75 GSM(Power)/70 GSM(ITC).
4	Multiple Copy of Photo Electoral Roll are to be printed and the whole work is to be done on emergency basis and printing of rolls is to be completed within the stipulated time as will be mentioned in the work order.
5	No Photocopy/Xerox will be allowed.
6	Printing quality not less than 600x600 DPI with high contrast for sharpness.
7	The work of Printing will have to be done in a secured place. The tenderer shall be responsible for safe return of the Electoral Rolls & Elector's Information Slip in the required number for each part
8	Rate will have to be quoted for both side(Duplex) & single side(Simplex) printing for printing of Photo Electoral Roll & rate for perforation in case of & Elector's Information Slip. Rate should be quoted both in figure and in words.
9	Electoral roll should be supplied in sequential manner (AC & Part wise) & PDF of Electoral Roll will be given in CD/DVD only.
10	All the parts should be stitched properly and handed over to respective ERO's office. No separate charges for transportation should be claimed.
11	Bill will be deducted upto 20% in case of <i>poor</i> paper quality or late supply.

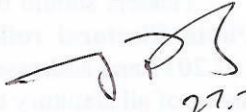

27.7.17
**District Election Officer
& District Magistrate,
Darjeeling.**

Memo. No. 511(9) /Elec.

Dated: 27.07.2017.

Copy forwarded for information to :-

1. The Additional District Magistrate (Election), Darjeeling.
2. The Sub-Divisional Officer, Siliguri/Mirik/Kruseong/Darjeeling(Sadar)
3. The District Information & Cultural Officer, Darjeeling with a request to make necessary arrangement for the wide publicity.
4. The DIO, NIC with a request to upload the Tender notice in the official website.
5. The Sub-Divisional Information & Cultural Officer, Siliguri with a request to make necessary arrangement for the wide publicity.
6. The Superintendent of Post Office, Darjeeling with a request to display the same in the notice board for the general information to the public.
7. The Officer in charge, Railway Station, Darjeeling with a request to display the same in the notice board for the general information to the public.
8. CA to DM, ADM(All), Darjeeling
9. Office Notice board.


27.7.17
**District Election Officer
& District Magistrate,
Darjeeling.**