



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

**NOTICE INVITING TENDER**

NIT No. **2/SRER-2018/ELEC**

Date : **27.07.2017**.

Sealed quotation of rates for printing of **Forms (Bengali / English & Nepali / English)** 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/<sup>representative</sup> 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 printing of forms (6,7,8,8A,9,10,11,11A etc.)**" along with NIT No. **2/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 forms (6,7,8,8A,9,10,11,11A etc.)
1	Only good quality paper will be used for printing of forms (specimen will be available in election section, Siliguri).
2	Printing quality not less than 600x600 DPI with high contrast for sharpness.
3	Only good quality black toner refill will be used.
4	Form 6,7,8 & 8A should be printed both the languages i.e. Bengali /English and Nepali /English and rate should be submitted separately for two different forms.
5	Rate will have to be quoted separately for both side(Duplex) & single side(Simplex) printing for printing of all Forms in the size ½ DFC, ¼ DFC in White paper. Rate should be quoted both in figure and in words.
6	Bill will be deducted upto 20% in case of <del>poor</del> paper quality or late supply.
7	AC wise different no.s of Forms are to be printed as per requirement time to time and the whole work is to be done on emergency basis is to be completed within the stipulated time as will be mentioned in the work order.
8	All the requisite forms should be handed over to respective ERO's office. No separate charges for transportation should be claimed.

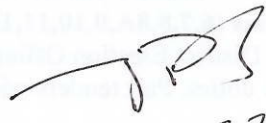
  
27.7.17  
District Election Officer  
& District Magistrate,  
Darjeeling.

Memo. No. \_\_\_\_\_ /

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.**