



OFFICE OF THE DISTRICT ELECTION OFFICER & COLLECTOR,
SAMBALPUR

Telephone: 0663-2410361, E-Mail: districtelection.sbp@gmail.com



No. 13481 /Election

Date: 25.11.2022

SHORT QUOTATION CALL NOTICE

Sealed Quotations are hereby invited from intending Printing Firms/Individuals having valid GST Registration No. for printing and supply of Forms in connection with Aadhaar linking with the Electoral Roll. The details with terms and conditions for filing of tender application are given below.

IMPORTANT

1	Time and Date for closing of the Receipt of Quotation:	06.12.2022, 5.30 PM
2	Time and Date for opening of Quotation:	07.12.2022 at 11.00 AM
3	Address to which the Bids to be send, if sent by Speed Post:	District Election Officer & Collector, Sambalpur
4	Place of deposit of sealed Quotation if submitted in person:	Quotation Box placed at District Election Office, Sambalpur. The Box will be available during office hour on the working days only

APPLICATION FORM

PART-A

1	Name of the Firm/Individual (In Block Capitals):	
2	Address of the Firm/Individual:	
3	Name of the Proprietor of the Firm:	
4	Valid GST Registration No.	
5	Address:	Residential: Office:
6	Contact No:	
7	Security to be deposited:	Rs. 10,000/- in shape of Demand Draft (D.D No. Date and name of issuing Bank to be mentioned)

Name and Full signature of the Bidder

District Election Officer &
Collector, Sambalpur

PART-B

Sl. No	Materials to be printed	Quality	Rate for printing per thousand Forms including GST
01	Printing of one Form (Form-6B) in A4 Size, 60 GSM cream wove paper	Good quality	

PART-C

Terms and Conditions:

1. District Election Officer & Collector reserves the right to cancel the tender at any moment without assigning any reason thereof.
2. The Bidder will produce the sample of the Material to be used in the printing of Form at the time of opening of sealed quotations.
3. All materials shall be delivered to the District Election Officer at District Election Office, Sambalpur within seven days from the date of order or the date by which the District Election Officer desires.
4. No Firm/individual can file tender without valid GST Registration No.
5. The rates quoted must include GST.
6. No extra cost of any type to be charged at any point of time after finalization of the Bid.
7. The decision of Purchase Committee shall be final and binding in all aspects.
8. Quotations shall be rejected if security deposit of Rs.10,000/- (Rupee Ten thousand) only is not placed in shape of Demand Draft in favour of the District Election Officer, Sambalpur payable at SBI, Main Branch, Kacheri Road, Sambalpur.
9. The specification of material above is tentative and subject to change as per actual requirement.
10. The rates quoted shall be valid for 1 (one) year from the date of finalization of the tender.
11. Work order will be placed after final assessment of materials

PART-D

DECLARATION

I, Shri/Smt , Son/wife of ,
Proprietor of (Mention name of the Firm with Address and
Contact No.) do hereby declare that :

1. Information given above by me are correct.
2. I have read the terms and conditions mentioned at Part-C and agree to abide by the same.

I have enclosed security deposit of Rs.10,000/- in shape of Demand Draft
No. issued by..... (mention name of issuing Bank on Dt.
(mention date of issue of DD) in favour of District Election Officer, Sambalpur payable
at SBI, Main Branch, Kacheri Road, Sambalpur.



Name and Full Signature of the bidder

**District Election Officer &
Collector, Sambalpur**