

Through-E-mail

ଜିଲ୍ଲାପାଳଙ୍କ କାର୍ଯ୍ୟାଳୟ
(ଗ୍ରାମପଞ୍ଚାୟତ ବିଭାଗ)
COLLECTORATE, NABARANGPUR
(GRAM PANCHAYAT SECTION)

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 Phone No.06858-295465*

No. 1483 IX-58/2021

Date: - 29 /11/2021

SHORT TENDER CALL NOTICE

Sealed Tender in the plain paper are invited from the authorized dealers / reputed suppliers / specific manufactures / whole sale co-operative stores possessing valid registration no. under Service tax, PAN and up to date GST Clearance Certificate for supply of the materials as per **Annexure-I** for General Election to PRIs-2022. The sealed Quotations should reach to the Office of the District Panchayat Officer, D.R.D.A Building, Nabarangpur, AT/ Post/District: Nabarangpur by Speed or Registered post only with super scribing on the top of the envelop as **“TENDER FOR SUPPLY OF ELECTION MATERIALS AND COUNTING MATERIALS”** on or before **16.12.2021** by **05.30 PM** and it will be opened on **20.12.2021** at **4.00 PM** in presence of tenderer / any of the representatives at **DRDA Conference Hall, Nabarangpur**. The undersigned will not be responsible for any delay in Postal Service.

The Tender Paper along with details of materials will be available in the District website i.e. www.nabarangpur.nic.in from the date from 30.11.2021 to 16.12.2021 up to 5.30 P.M and can be downloaded from the website.

The Earned Money deposit (E.M.D) for Rs. 6000/- Rupees (Six Thousand) only is to be deposited in shape of Bank Draft in favour of District Panchayat Officer, Nabarangpur payable at SBI, Nabarangpur along with tender documents.

Terms & conditions:

1. The tender should be submitted with up to date clearance of GST, income Tax clearance certificate and PAN card.
2. All the tenderer are to produce samples before the tender committee on the day of opening of tenders for assessment of quality, design failing which the tenders shall not be entertained.
3. The samples of the Successful Tenderers will be retained for comparison at the time of final supply.
4. A sum of Rs. 6000/- shall be deposited by the intending tenderer in shape of Bank Draft drawn in favour of the District Panchayat Officer, Nabarangpur and submitted along with the tender as E.M.D. After completion of tender process, the amount will be refunded to unsuccessful Tenderer.
5. The rate of materials per unit i.e. piece/ packet / nos. etc. should be quoted and the rate quoted should not exceed the rate prescribed by the State Election Commission, Odisha.

6. The cost of the material should be inclusive of all taxes/ transportation / loading and unloading charges.
7. The successful Tenderer will deposit Security Amount @ 2% of the total Cost of the Materials in Shape of Bank Draft drawn in favour of the District Panchayat Officer, Nabarangpur.
8. The material should be delivered at District Panchayat Office, DRDA Building, Nabarangpur within 7 days from the date of receipt of supply order.
9. All materials should be delivered in full and good conditions and in no case part supply will be accepted.
10. If the supplier fails to supply the materials within stipulated period and violates any of the terms and the conditions of the above, the order will stand automatically cancelled and E.M.D and security money so deposited will be forfeited.
11. The undersigned reserves all the rights to cancel or reject any/ all the tenders without assigning any reasons thereof.

Kim
29.11.2021
COLLECTOR,
NABARANGPUR

Memo No. 1484 /2021

Date: - 29 /11/2021

Copy to P.D.,DRDA, Nabarangpur/PA ,ITDA, Nabarangpur/ Sub Collector, Nabarangpur / DIPRO, Nabarangpur/Executive Officer, Municipality, Nabarangpur and Umerkote/ all District Level Officers of the district/ /All BDOs/All Tahasildars /All CDPOs for information and they are requested to affix the notice in their notice board for wide publicity.

Copy to Notice Board of Collectorate, Nabarangpur.

Copy to D.I.O, NIC, Collectorate, Nabarangpur for information. He is requested to hoist the above Tender in the District Website for wide publicity on dated. 30.11.2021.

Kim
29.11.2021
COLLECTOR,
NABARANGPUR

Annexure-I

ELECTION MATERIALS			
SI No	Name of Item	Quantity	Rate
1	Full Scape Paper	4 pcs	3.00
2	Pin	1 small pkt.	7.50
3	Sutuli	1 small bundle	7.50
4	Sealing Wax	10 pcs	30.00
5	Gum Paste	1 bottle	15.00
6	Match Box	1	1.00
7	Carbon Paper	4 sheets	5.00
8	Flexible Wire	1 small pcs	5.00
9	Candle	2 pcs	9.00
10	Pencil	3	6.00
11	Ball Pen	3	10.00
12	Ink Pad & Ink	2	30.00
13	Pusher	1	3.00
14	Blade	1	1.00
15	Cloth	1 mtr.	15.00
16	Oil Container	1	15.00
17	Metal Rule to Detach Ballot Paper	1	5.00
18	Wet sponge	2	10.00
19	LED Lamp	1	100.00
20	Empty small Plastic Bottle	1	3.00
TOTAL			266.00
COUNTING MATERIALS			
SI No	Name of Item	Quantity	Rate
1	Knife	1	10.00
2	Pencil / Ball point pen	3	10.00
3	Full scape Paper	4 Pcs	3.00
4	Paper weight	10	100.00
5	Tray as per number of candidates	10	500.00
6	Rubber band	1 Pkt	5.00
7	Water Sponge	2	10.00
TOTAL			638.00

The list of above materials is applicable for one booth, requirement will be placed to the approved tenderer.

K. G. M.
29.11.2021
COLLECTOR, NABARANGPUR

TENDER PAPER FOR SUPPLY OF ELECTION MATERIALS AND COUNTING
MATERIALS FOR GENERAL ELECTION TO PANCHAYATI RAJ
INSTITUTIONS — 2022

1. Name of the Tenderer / Firm:
2. Father's Name:
3. Address:-
 At:-
 Po:-
 P.S.:-
 Dist:-
 PIN:
4. Telephone / Mobile No:-
5. Cost of the Election Materials quoted by the Tenderer

Sl. No.	Name of the item	Quantity	Rate (In Rs.) Figures / Words
Consumable Items			
1	Full scape paper	4 (four) pieces	
2	Pin	1 (one) Small Packet	
3	Sutuli	1 (one) Small bundle	
4	Sealing Wax	10 (Ten) pieces	
5	Gum Pest	1 (One) bottle	
6	Match Box	1 (One) piece	
7	Carbon Paper	4 (Four) sheets	
8	Flexible wire	1 (One) small pieces	
9	Candle	2 (Two) pieces	
Non Consumable Items			
10	Pencil	3 (Three) pieces	
11	Ball Pen	3 (Three) pieces	
12	Ink Pad and ink	2 (Two) pieces	
13	Pusher	1 (One) piece	
14	Blade	1 (One) piece	

Sl. No.	Name of the item	Quantity	Rate (In Rs.) Figures / Words
15	Cloth	1 (One) Mtr.	
16	Oil container	1 (One) piece	
17	Metal rule to detach ballot paper	1 (One) piece	
18	Wet sponge	2 (Two) piece	
19	LED lamp	1 (One) piece	
20	Empty small plastic bottle	1 (One) piece	
Counting Materials			
21	Knife	1(One) piece	
22	Pencil / Ball point pen	3(Three) piece	
23	Full scape Paper	4 (Four) piece	
24	Paper weight	10(Ten) piece	
25	Tray as per number of candidates	10(Ten) piece	
26	Rubber band	1 Pkt	
27	Water Sponge	2(Two) piece	

6. Whether Individual / Firms:

7. Date of Income Tax Clearance:

(Enclose attested copy of up to date Income tax Clearance Certificate)

8. No. & Date of GST Registration

(Enclose attested copy of GST Clearance Certificate)

9. PAN No-

10. Time of completion of work:

11. Details of other documents enclosed:

I SriS/o
of Village..... P.O.....
P.S..... in the District of
do hereby solemnly declare that the particulars furnished above are true to the best of my
knowledge and belief.

Signature of the Tenderer