



## DISTRICT OFFICE : BALASORE (G.P. SECTION)

### TENDER CALL NOTICE

No. ....**65**...../G.P. Date **4.09.21**

Sealed tenders in plain paper are invited from the interested / registered local Printing Presses / DTP Firms for printing of ward wise Electoral Rolls and binding of Gram Panchayat wise Electoral Roll in respect of the following Blocks subject to the following terms & conditions. The tenders should reach through Registered Post only addressed to the District Panchayat Officer, Balasore on or before **23.09.2021 by 5.00 P.M.** The Tenders received beyond the scheduled date and time will not be entertained. The envelope containing the Tender paper should be mentioned as "TENDER FOR PRINTING OF ELECTORAL ROLLS FOR GENERAL ELECTIONS TO PRIs-2022". The sealed Tenders shall be opened on **24.09.2021 at 11 A.M. at DRDA Conference Hall, Balasore** in the presence of the Tenderer or their authorized representatives. The Tenders should contain photocopies of GST registration No and update return of GST and Income Tax. The cost must include all offering / accepted taxes/GST etc. The Tender Call Notice along with details of Terms & Conditions for the purpose can be downloaded from the district website [www.baleswar.nic.in](http://www.baleswar.nic.in) during the period from 07.09.2021 to 23.09.2021.

Sl. No.	Name of the Block	Total Number of G.P.s	Total Number of Wards	Number of copies to be printed
1	Bhograi	50	690	30+1
2	Baliapal	28	389	30+1
3	Jaleswar	35	446	30+1
4	Basta	31	460	30+1
5	Sadar, Balasore	37	496	30+1
6	Remuna	36	468	30+1
7	Bahanaga	24	343	30+1
8	Soro	24	315	30+1
9	Simulia	22	285	30+1
10	Khaira	37	517	30+1
11	Oupada	11	163	30+1
12	Nilgiri	25	355	30+1
<b>TOTAL</b>		<b>360</b>	<b>4927</b>	

Contd.....

**The printing of ward wise electoral roll shall be printed as per the following terms & conditions.**

1. The Electoral Roll for each Grama Panchayat are to be printed in Odia in 30 copies + 1 master copy on A4 size paper and should be in 60 GSM Cream Wove paper.
2. The Electoral Roll shall be printed with 84 entries on 1<sup>st</sup> page with heading on the top and qualifying date, date of publication of Electoral Roll and page at the bottom. In the subsequent pages there shall be 96 entries with short heading at the top and qualifying date, date of publication of Electoral roll and page number at the bottom.
3. The Press(es) / DTP Firms shall without fail to print the name(s) of their press / DTP firm at the bottom of each page of the Electoral Roll.
4. The Firm should submit a sample of papers with the Tender Form.
5. The Tender should contain the rate of printing charges of Full Page, Half Page, Cover Page, Index Full Page, Index Half Page and binding charges per Book (Gram Panchayat wise). The rate is applicable for one soft copy in CD, one master copy and 30 spare copies either by printing / DTP.
6. Preference will be given to the Printing Press(es) / DTP Firms having regard to its / their reliability, printing capacity and quality of machines and past experience in successfully executing such important printing works of Government.
7. Before the issue of the printing order, an agreement in the prescribed Form as prescribed by the State Election Commission will have to be executed and security amount of 1 % of the total value shall be deposited by the selected press (es)/DTP firm(s) owners before the District Panchayat Officer, Balasore. The Press(es) / DTP firm(s) shall deposit the security money in shape of Bank Draft in favour of District Panchayat Officer, Balasore; payable at Balasore. The security deposit will be refunded after delivery of ward wise printed defected free ward wise Electoral Rolls subject to the satisfaction of the authority.
8. The Press(es) / DTP Firms shall do his own proof-reading without any additional remuneration and without reference to the Collector of the District and shall be responsible for supplying correct final copies in accordance with the manuscript copy supplied to them. If the final copies is found to contain mistakes which did not occur in the manuscript copy supplied to the press, these may be rejected or reprinted at the cost of the Press(es) / DTP Firms. Some responsible officers / staff shall also be assigned to supervise the printing & binding work and asked to make check of proof corrections; in which event the press / DTP firm shall afford required facilities to such officer(s) for performing their duties.

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9. If the final copies be rejected under the Sl. No. 8 hereof, the Collector may require the press contractor to reprint "electoral roll" at his own cost or may arrange to have them reprinted / DTP by another press at the cost of the press(es) / DTP firms, and may cancel the contract in respect of any work of which the manuscripts are not already in the hands of the press contractor, if in the printed "electoral roll" any matter has been omitted or incorrectly entered, with reference to the manuscript copy supplied to the press(es)/DTP firms contractor, correct copy shall be supplied by the press and entire cost of reprint shall be borne by the press.
10. The Tenderer shall deliver the printed Electoral Rolls in the office of the District Panchayat Officer, Balasore at his own risk and cost.
11. If and whenever the press contractor fails to deliver the printed Electoral Roll to be supplied by him within the due time, the Collector shall be at liberty to deduct at the rate of two percent of the amount of the press contractor's bill for each day delayed beyond the due time.
12. The Press(es) / DTP Firms shall not give any copy of the Electoral Roll or any part thereof to any person other than the Collector nor shall he print any copy in excess of the number ordered by the Collector, by any officer specially authorized for purposes of this clause in writing in this behalf by the Collector. He shall not also permit any unauthorized use to be made of any of the proofs of the Electoral Roll by any person whatsoever.
13. As per the guidelines of ECI the following foot note shall be printed in the final Electoral Roll for each Wards.

"ଏହି ଭୋଟର ତାଲିକା ପଂଚାୟତ ନିର୍ବାଚନ ନିମନ୍ତେ ଗ୍ରହଣୀୟ । ବିଧାନସଭା ଓ ଲୋକସଭାର ଭୋଟର ତାଲିକା ଭିନ୍ନ ଅଟେ ଓ ତାହା ନିର୍ବାଚନ କମିଶନ, ଭାରତଙ୍କ ଦ୍ୱାରା ପ୍ରକାଶନ କରାଯାଏ । ପ୍ରତ୍ୟକ ବିଧାନସଭା ଓ ଲୋକସଭା ନିର୍ବାଚନ ପୂର୍ବରୁ ଭୋଟର ତାଲିକାରେ ଆପଣଙ୍କ ନାମ ଅଛି କି ନାହିଁ ଦୟାକରି ଚନ୍ଦ୍ର କରନ୍ତୁ ।"

14. Ceiling rate prescribed for printing of Electoral Roll.

Item of Work : With 84 entries on 1<sup>st</sup> page with heading and 96 entries in each subsequent pages.

1	Full page	For 30+1 copies	Rs.50.00
2	Half page	For 30+1 copies	Rs.25.00
3	Cover page	For 30+1 copies	Rs.30.00
4	Index full page	For 30+1 copies	Rs.32.00
5	Index half page	For 30+1 copies	Rs. 16.00
6.	Binding charges	Per Book Grama Panchayat wise	Rs.6.00

Besides above rates, GST if applicable shall be taken in to account.

15. The undersigned reserves the right to cancel any or all the tenders without assigning any reason thereof.
16. The undersigned also reserves the right to cancel the printing order issued to the Printing Press(es) / DTP firm(s) without assigning any reason thereof.

  
**Collector, Balasore**  
**Collector, Balasore.**

**Memo No. 1535...../G.P., Dt.-4, 09, 21.....**

Copy to Notice Board.

Copy forwarded to the Project Director, DRDA, Balasore, Sub.-Collector, Balasore / Nilgiri, All Block Development Officers, All Tahasildars, Executive Officer, Balasore Municipality / Soro Municipality / Jaleswar Municipality / NAC, Nilgiri, DIPRO, Balasore / General Manager, DIC, Balasore and other District level officers for information. They are requested to publish the above tender notice in their office notice board for its wide publication.

The DIPRO, Balasore is requested to publish the Tender Call Notice in two leading Odia Daily News Paper for wide publication.

  
**Collector, Balasore**  
**Collector, Balasore.**