

DISTRICT OFFICE: BALASORE
(General & Misc Section)

TENDER CALL NOTICE

No 2021 /Gl. Dated 15/12/21

Sealed tenders in plain paper are invited from the interest / registered local printing Press/DTP Firms to prepare 4(Four) copies of Preliminary Draft, Final Electoral Roll and print one Master Copy and 30(Thirty) xerox copy of Electoral Roll on A4 size paper (printing of ward wise Electoral Rolls and binding of ward wise Electoral Roll) in respect of following ULBS subject to the following terms and condition .The approved rate of State Election Commission (Annexure- IV) or the rate fixed through quotation which is lower will be accepted. The tenders should reach through Registered Post only addressed to the Collector, Balasore on or before 24.12.21.....by 4..PM. 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 ULBS ELECTION 2022" .The sealed 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 during the period from...17.12.21...

SL NO	Name of ULBs	Total number of Wards	Number of copies to be printed
01	Balsore Municipality	31	30+1
02	Jaleswar Municipality	17	30+1
03	Soro Municipality	19	30+1
04	Niligiri NAC	13	30+1
05	Remuna NAC	13	30+1

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

- 1.The Electoral Roll for each ULBS are to be printed in Odiya 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 in Odiya language with 50 entries on 1st page with heading and 62 entries in subsequent pages without heading.
3. Before the issue of the printing order, an agreement in prescribed Form(Annexure-III) as prescribed by the State Election Commission will have to be executed and security amount of 1% of the total value in shape of cash shall be deposited by the selected press (es) /DTP firms(s) .
- 4 .The selected press(es) /DTP Firms shall do his own arrangement for 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 cent percent of proof corrections .
5. The press /DTP Firms shall without fail to print the names (s) of their press/DTP firm qualifying date of voter, date of publication of Draft Electoral Roll, Signature and seal of election officer at the bottom of each page of the Electoral Roll.
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. The Firm should submit a sample of papers with the Tender Form.
8. The Tender should contain the rate of printing charges of Full page, half page, Cover Page, Index Half Page and binding charges per copy. The rate is applicable for one soft in CD, one master copy and 30 spare copies either by printing/DTP.

9. The DTP Firms(s) shall supply 4 (four) copies of Preliminary, Draft , Final Electoral Roll and print are Master copy and 30(thirty) Xerox copy of Electoral Roll on A4 size paper and one Soft copy.

10 .After printing and binding of Electoral Roll, the total cost of printing in respect of the Municipalities/NACs is to be worked out taking into account the cost of printing charges of Master Copy, Xeroxing and binding charges etc and total cost so arrived will be divided by the total number of copies printed /Xeroxed to arrive at the cost price of one copy of the Electoral Roll.

11. The Tender shall deliver the printed Electoral Rolls in the office of the Collector, Balasore at his own risk and cost.

12. 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.

13. 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.

14. As per the guidelines of ECI the following foot note shall be printed in the final Electoral Roll for each Wards.

“ଏହି ଭୋଟର ତାଲିକା ପୌର ନିର୍ବାଚନ ନିମନ୍ତେ ଗ୍ରହଣୀୟ । ବିଧାନସଭା ଓ ଲୋକସଭା ର ଭୋଟର ତାଲିକା ଭିନ୍ନ ଅଟେ ଓ ତାହା ନିର୍ବାଚନ କମିଶନ , ଭାରତ କ ଦ୍ୱାରା ପ୍ରକାଶନ କରାଯାଏ । ପ୍ରତେକ ବିଧାନସଭା ଓ ଲୋକସଭା ନିର୍ବାଚନ ପୂର୍ବରୁ ଭୋଟର ତାଲିକା ରେ ଆପଣ କ ନାମ ଅଛି କି ନାହିଁ ଦୟାକରି ତନଖି କରନ୍ତୁ ”

Besides ,the following Certificate shall be given at the end of Electoral Roll of each Ward.

“Certified that the Electoral Roll of Ward No.... of ... Municipality/NAC has been dully published as per the provision of Odisha Municipal (DW,RS&CE) Rules ,1994/Odisha Municipal Corporation(DCW,RS&CE)Rules ,2003 on

ELECTION OFFICER

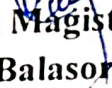
15. Ceiling rate prescribed for printing of Electoral Roll.(Annexure-IV)

1	Full Page	Including four copies of Preliminary, Draft, Final electoral roll and one printed master copy and (thirty) other Xerox copies	Rs.50.00
2	Half Page	-Do-	Rs.32.00
3	Cover page	-Do-	Rs.30.00
4	Index page	-Do-	Rs.32.00
5	Binding charge	Per copy	Rs. 6.00

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

16. The undersigned reserves the right to cancel any or all the tender without assigning any reason thereof.

17. The undersigned also reserve the right to cancel the printing order issued to the printing press (es) / DTP firm(s) without assigning any reason thereof.



District Magistrate,
Balasore

Memo No..2022.../GI, Dt-.....15)12)21

Copy to Notice Board .


Copy forwarded to the project Director DRDA Balasore, Sub- Collector,Balasore/Niligiri,All Executive Officer,Balasore 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.


District Magistrate,
Balasore

Memo No.2023.../GI Dt-.....15)12)21

Copy forwarded to the District informatics Officer, NIC, Balasore for information. He is requested to web-host the said tender call Notice in the Balasore District Website for wide publication.


District Magistrate,
Balasore