

**DISTRICT ELECTION OFFICE, BALASORE**

N o. 664 /Elec. Dated. 01.10.20

**QUOTATION CALL NOTICE**

Sealed quotation in plane paper/letter pad are invited from intended Registered firms/Printing Press having GST for Printing of different Materials for the ensuing Bye-Election to 38-Balasore A.C.

Sl.No.	Name of the item	Specification/ Size
1	Self Adhesive Sticker Printing	1. 15cm x10cm 2. 6cmx3cm
2	Printing of Booklet	A4 size (per page)
3	I Card (Color) with cover & hanging ribbon	8cm X 11cm
4	Xerox of documents	A4 size per page
5	Printing of formats	A4 size per page
6	Poster	Per sqr ft.
7	Banner	Per sqr.ft.

The Quotation should be submitted in a sealed envelope super scribed in as "Quotation for printing materials containing the quotation and must be delivered to the District Election Office, Balasore on or before 07.10.2020 by 1.00P.M. through Registered Post/Speed Post of Indian Postal Deptt or dropped in the assigned box at the District Election Office, Balasore. No other mode of delivery shall be accepted. The quotation received after the stipulated date & time shall not be entertained. The quotations will be opened on the same day at 4.00 P.M. in the office chamber of Addl. District Magistrate, Balasore. Quotationers or their authorised agents may remain present at the time of opening of Quotation.

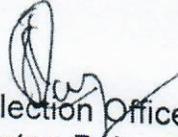
**TERMS AND CONDITION OF THE QUOTATION CALL NOTICE**

- 1) The Intending Quotationer must be bonafied registered body having valid GST Registration No. and IT return.. Self attested photo copy of the GST registration certificate and IT return should be attached.
- 2) The Intending Quotationer should have valid PAN Card. Attested photo copy of PAN Card should be attached.
- 3) The approved quotationer should have to supply the materials in this office at his own cost.
- 4) The quotationer shall deposit non-interest bearing earnest money of Rs.5,000/- (Five thousand) only in shape of account payee draft paable in favour of Dy. Collector Election, Balasore which will be refunded to the unsuccessful quotationer or whose quotations are not accepted. The EMD of successful quotationer will be refunded after completion of the validity period.

- 5) The supplying agency must not have been black listed by any organisation.(attached declaration in stamp papers of Rs.10/-(Rupees ten).
- 6) The price quoted by the bidder shall be valid for the period of one year from the date signing of agreement/finalisation of the quotation..
- 7) The required quantity of materials to be supplied by the suppliers within two days in the District Election Office,Balasore from the date of receipt of supply order for which the firms should be committed.
- 8) Failure to supply the order in full within the stipulated period from the date of issue of supply order amounts to cancellation of order automatically.
- 9) If any dispute arises, the matter shall be referred to purchase committee for settlement of dispute.
- 10) The quotations received in incomplete from or after the scheduled date & time shall be summarily rejected.
- 11) The authority reserve right to reject any or all the quotations without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.

  
District Election Officer &  
Collector, Balasore

Memo No. 665 / Elec. Dt. 01.10.20  
Copy forwarded to the Addl. Chief Electoral Officer-Cum-Addl.  
Secretary to Government, Home(Elections) Department, Odisha,  
Bhubaneswar for favour of information and necessary action.

  
District Election Officer &  
Collector, Balasore

(Contd...P/2)

11211

Memo No. 666 / Elec.

Dt. 01.10.20

Copy forwarded to the D.I.O., NIC, Balasore for information and necessary action. He is requested to publish it in the District Website for information of general public.

  
District Election Officer &  
Collector, Balasore

Memo No. 667 / Elec.

Dt. 01.10.20

Copy to the Notice Board of the DEO & Collector, Balasore/ S.P. Balasore/PD, DRDA, Balasore/ Sub-Collector, Balasore/BDO, Sadar, Balasore/Tahsildar, Balasore/ E.O. Balasore, Municipality for wide publication.

Copy forwarded to D.I & P.R.O. Balasore for information and necessary wide publicity.

  
District Election Officer &  
Collector, Balasore

Memo No. 668 / Elec.

Dt. 01.10.20

Copy forwarded to the all Members of Purchase Committee for information and necessary action

  
District Election Officer &  
Collector, Balasore