

ELECTION URGENT



DISTRICT ELECTION OFFICE, BALASORE.

Mail ID-deo.bls2014@gmail.com, Phone No. 06782-262278

No: 647 / Elec. Date: 01.10.20

QUOTATION CALL NOTICE

Sealed quotation in plain paper/ letter pad are invited from intended Register Firms / authorized dealers / suppliers and agencies for supply of the following election materials for use in connection with ensuing Bye-election to 38-Balasore Assembly Constituency 2020.

Sl. No.	Name of the Materials	Rate to be quoted for
(1)	(2)	(3)
Consumable Materials		
1	Ordinary Pencil	Per dozen
2	Stamp Ink (30 ml)	Per dozen
3	Sealing wax	Per dozen
4	Alpine Packet (Containing 25 pieces)	Per dozen
5	Ball Point Pen (Blue & Red)	Per dozen
6	Candle Stick	Per bundle
7	Sutuli	Per dozen
8	Blade	Per dozen
9	Gum Paste (60 ml)	Per dozen
10	Match Box	Per dozen
11	Empty Tin for holding indelible ink bottle	Per rim
12	Blank Paper (¼ dfc)	Per dozen
13	Niddle (Big size)	Per 100 pieces
14	Nail	Per dozen
15	Piece of Cloth (1/4 mtrs for removing oil etc.)	Per 100 pieces
16	Carbon Paper	Per bundle
17	Thin twine thread (bundle containing 20 mtrs)	per packet
18	Rubber Band (Packet Containing 20 pieces)	Per dozen
19	Packing Paper Sheet	Per dozen
20	Cell Tape (Big)	Per dozen
21	Cello Tape (Small)	Per dozen
Non Consumable Materials		
22	Trunks (size L=1'.28", W=1'.2", H=20")	Per piece
23	Stamp Pad (Purple)	Per dozen
24	Lock and Key (Plain)	Per dozen
25	Metal Rule	Per dozen
26	Metal Seal	Per dozen
27	Rubber Stamp bearing distinguished mark of P.S.	Per dozen
28	Spike	Per dozen
29	Drawing Pins	Per dozen
30	Rubber Stamp for marking MOCK POLL Slips	Per dozen

The Quotation should be submitted in a sealed envelope super scribed in as "Quotation for supply of election materials" containing the quotation and must be delivered to the District Election Office, Balasore on or before 07.10.2020 by 1.00PM through Registered Post/Speed Post of India Postal Deptt or dropped in the assigned box at the District Election Office, Balasore. No other mode of delivery shall be entertained. The quotation received after the stipulated date & time shall not be entertained. The

TERMS AND CONDITIONS OF THE QUOTATION CALL NOTICE

1. The intending Quotationers must be bonafied registered body having valid GST Registered No. and IT return. Self attested photo copy of the GST registered 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 Intending Quotationer shall have to furnish their offer (rate) of the items as detailed in the table. The rate should be inclusive of all other charges for delivery of goods on receipt of the order issued by this office.
4. The Supplying Agency must not have been blacklisted by any Govt. Organisation. (Attach declaration in Stamp Paper of Rupees Ten).
5. The price quoted by the bidders shall be valid for the period of one year for the date of signing of agreement / finalisation of the quotation.
6. Samples of each material should be submitted at the time opening of quotation before the purchase committee for verification of quality.
7. The required quantity of materials need to be supplied by the suppliers within 2 (two) days in the District Election Office, Balasore from the date of receipt of supply order for which the firms should be committed.
8. The quotationer shall deposit non-interest bearing earnest money of Rs.20,000/- (Rupees twenty thousand) only in shape of account Payee Draft payable of the Dy. Collector, Election, Balasore which will be refunded to the unsuccessful quotationer or whose quotations are not accepted. The EMD of the successful quotationer will be refunded after completion of the validity period.
9. The quotationer shall have to submit the list of experience certificate towards supply of office stationeries to different Departments / Officers of Government preferable in Odisha State during the last three years (only copy of work orders should be submitted)
10. On delivery, the products shall be inspected to ascertain the quality / specification for which the order was placed. If, it returns out to otherwise, the acceptance or delivery shall be ordered and asked for explanation for supplying so.
11. 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.
12. If any dispute arises, the mater shall be referred to purchase committee for settlement of dispute.
13. The quotations received in incomplete form or after scheduled date & time shall be summarily rejected.
14. 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

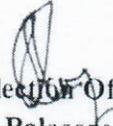
Memo648...../Ele.

Dated 01.10.20...../

Copy to the District Office Notice Board of District Election Office, for information of general public.

Copy forwarded to the Superintendent of Police, Balasore / Project Director, DRDA, Balasore / Sub-Collector, Balasore / All B.D.Os / Executive Officer, Balasore Municipality for information. They are requested to publish the notice in their Notice Board for information of intending firms / persons.

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


District Election Officer &
Collector, Balasore

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✓ Dated 01.10.20...../

Copy forwarded to the D.I.O, NIC, Balasore for information. He is requested to publish in the District Web site for information of general public.


District Election Officer &
Collector, Balasore

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Dated 01.10.20...../

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


District Election Officer &
Collector, Balasore