



GOVT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER: SONITPUR: TEZPUR
(ELECTION BRANCH)

No. SEL.39/2024/735-A

Date: 21/10/2024

NOTICE INVITING TENDER

Sealed quotation affixing court fee stamps amounting to Rs. 8.25 (Rupees Eight & Twenty-five paise) only are hereby invited from intending offset printing press for printing of Photo Electoral Roll (PERs) of Tezpur Election District subject to the following terms and conditions and will be received by Election Officer, Tezpur up to 3.00 P.M. of 28/10/2024 at his Office chamber and will open the quotation on Same day at 03.30 P.M. in the presence of quotationer/ their authorized representative who may remain present at that time. In case quotationer are absent at the opening of the tenders, the undersigned will reserve the right to open and finalize the tenders in their absence.

1. The offset printing press must be registered by the Printing & Stationery Dept., Govt. of Assam and must have sufficient manpower and machinery to meet emergent need.
2. Rates should be inclusive all Taxes but exclusive of GST. The rates of printing should be inclusive of the cost of papers also (i.e. cost of printing with paper).
3. The Rates of printing of PER should be in both size of A4 size paper 75 GSM (inclusive of paper cost & Taxes), should not be above Rs. 2.80 and in case of single side of A4 size paper of 75 GSM (inclusive of paper cost and taxes) should not be above Rs. 1.80.
4. In case of printing error the respective press will be responsible and shall have to bear the cost of printing.
5. This Office gives no assurance to the 1-1 bidder to award the work at his quoted rate. If the undersigned finds that the L-1 rate is on the higher side, the undersigned may negotiate the price with L-1 bidder at the rate deemed appropriate.
6. The authority is not bound to issue order to the successful bidder.
7. Tax clearance, GST Registration Certificate, PAN Card, Earnest Money of Rs. 1000/- (One Thousand) only must be submitted along with quotation.
8. Payment of bill will be made as per Assam Govt, rules on receipt of fund through budget allotment from time to time. The undersigned will not be responsible for any delay in payment of bill for reasons beyond his control/authority.

Tender may be submitted in the format given below:

| Side of Electoral Roll | Description | Rate Per Page (including all taxes excluding GST) | Rate Per Page (including GST) |
|------------------------|----------------------------------|---|-------------------------------|
| A4 Size (one side) | Full page in A4 Size (one side) | | |
| A4 Size (both side) | Full page in A4 Size (both side) | | |

[Signature]
Addl. District Commissioner, Sonitpur &
Chairman, Purchase Committee
Dated: 21/10/2024

Memo No. SEL 39/2024/735-B

Copy forwarded to:-

1. The Chief Electoral Office, Assam, Dispur, Guwahati-6 for favour of kind information.
2. The District Information & Public Relation Officer, Sonitpur, Tezpur for wide publicity through a leading local daily News Paper.
3. The DIO, NIC, Sonitpur for Information & necessary action.
4. The Office Notice Board for Information
5. PA to DC for Approval
6. Office Order file.

[Signature]
Addl. District Commissioner, Sonitpur &
Chairman, Purchase Committee