



**GOVERNMENT OF ASSAM**  
**OFFICE OF THE DEPUTY COMMISSIONER:: BAKSA, MUSHALPUR**  
**(ELECTION BRANCH)**

**SHORT NOTICE INVITING TENDER**

Sealed Tender affixing Court Fee Stamp of Rs.8.25 (Rupees eight and twenty five paisa ) only are invited from intending Firms/Suppliers/Individuals registered with Registrar of Societies, Assam, in case of Individuals registered with any Govt. department, for supply of Identity Card corresponding to the Lok Sabha Election, 2019 for Baksa Election District as per (A) Terms & conditions given below:

**(A) TERMS AND CONDITIONS**

[1] The tenderer should quote rate per format shown below:

Sl No.	Particulars	Rate	
		Rupees (in figure)	Rupees (in word)
1	Photo Shoot		
2	Identity Card Composing with Printing including plastic cover and Ribbon with size A1 & B2.		
3	Liniyard		
4	Plastic Cover Size-A1		
5	Plastic Cover Size-B2		

- [2] The tenderer shall have to deposit a sum of Rs.15,000.00 (Rupees fifteen thousand) only in the form of Bank Draft/Call Deposit from any Nationalized Bank pledged in favour of The Deputy Commissioner, Baksa to be payable at Mushalpur as Security Deposit, which shall be refundable on satisfactory completion of the assigned job and after the contract period is over. If the job is not executed satisfactorily as per specifications and within the stipulated period, the Deputy Commissioner & District Election Officer, Baksa reserves the right of rejecting the job and no compensation will be paid for such rejection and the Security Deposit will also stand forfeited.
- [3] Tenderer should have adequate experience of photography & printing.
- [4] Tenderer will be required to adhere strictly to time frame and no delay will be accepted.
- [5] The tenderer must furnish the following up to date valid documents along with their tender:
- Registration certificate of the Firm. In case of individual, registration certificate with any Govt. department with up to date validity.
  - GST Registration Certificate with latest GST return filing statement.
  - Xerox copy of self-signed PAN card.
  - Latest Income Tax Return statements.
  - Xerox copy of Bank pass book.
  - Record/documents in support of experience. if any.