



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, or individuals registered with any Govt. department, for printing of Electoral Rolls etc. 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 shall have to deposit a sum of Rs.15,000.00 (Rupees fifteen thousand) only in the form of Bank Draft/Call Deposit form 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.
- [2] Tenderer should have adequate experience of printing of electoral rolls in huge volume and within limited time period.
- [3] Tenderer will be required to adhere strictly to time frame and no delay will be accepted
- [4] In case of violation of any condition of the contract by the Tenderer at any stage, the Deputy Commissioner & District Election Officer, Baksa reserves the right of rejecting the materials supplied by him without making any payment for such materials.
- [5] The tenderer must furnish the following up to date valid documents along with their tender:
 - a. Registration certificate of the Firm. In case of individual, registration certificate with any Govt. department with up to date validity.
 - b. GST Registration Certificate with latest GST return filing statement.
 - c. Xerox copy of self-signed PAN card.
 - d. Latest Income Tax Return statements.
 - e. Xerox copy of Bank pass book of current account.
 - f. Record/documents in support of experience. if any.
 - h. Printing presses must have valid and up to date registration with the Printing and Stationery Department, Govt of Assam. Tenderers must attach the attested copy of the same.

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