

DISTRICT ELECTION OFFICE, NAYAGARH

Notice No 288 Elect/ Dated. 15 .02.2024 .

TENDER CALL NOTICE

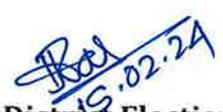
Sealed tenders in the prescribed paper are invited from the intending authorized Suppliers/Dealers/Manufacturers for **arrangement of Tent, Light, Mike & Barricading etc** as per **Annexure-A** for the forth coming Simultaneous General Election-2024 in Nayagarh District.

The Sealed tenders should reach to the undersigned by **Registered Post/Speed Post/By hand/Courier** on or before **27.02.2024 up to 05.30PM** and it will be opened on **28.02.2024 at 11:00 PM** in Sadbhabana Sabhagruha, Collectorate, Nayagarh in presence of members of Purchase Committee and tenders or their authorized agents. The tender should be submitted in two bids. i.e **(1) Technical Bid (2) Financial Bid**. The envelope in which the intending bidders will apply should have two separate envelopes for (a) Technical Bid (b) Financial Bid. The above Tender is subject to the Terms and Conditions attached with the Tender Call Notice.

The Tender Papers along with the details of specification of the articles will be available in the Website www.nayagarh.nic.in can be downloaded from the Website. The tender who downloads through website, should pay the application fees of **Rs.500/- (Rupees five hundred) only (Non-refundable)** in shape of Bank Draft/Bankers Cheque drawn in favour of the District Election Officer, Nayagarh payable at Nayagarh from any nationalized bank along with tender document.

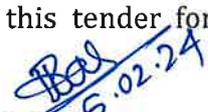
The Earnest Money (EMD Cost) of **Rs 10,000/- (Rupees Ten thousand)** only is to be deposited in shape of Bank Draft drawn in favour of **the District Election Officer, Nayagarh payable at Nayagarh from any nationalized bank** along with tender documents. The EMD of un-successful bidders will be refunded after finalization of tender process. Transfer or adjustment of E.M.D will not be entertained. Shortfall of any required documents, Drafts and EMD will not be entertained and the tender paper will be liable for rejection. The undersigned will not be responsible for any delay in postal service.

Sri Rabindra Nayak, HC, District Election Section will receive the sealed tenders with due acknowledgement & he shall maintain a register in the respect.


Addl. District Election Officer
& ADM, Nayagarh

Memo No. 289 /Elect. Date. 15 .02.2024.

Copy to the District Informatics Officer, NIC, Nayagarh for information. She is requested to upload the tender call notice along with other terms and conditions of this tender for wide publicity in the Official website. www.nayagarh.nic.in of Nayagarh District.


Addl. District Election Officer
& ADM, Nayagarh

Memo No. 290 /Elect. Date. 15 .02.2024.

Copy to the Notice Board of Collectorate, Nayagarh/ CDO-cum-E.O, Zilla Parisad , Nayagarh / Sub- Collector, Nayagarh/ All Block Development Officers/ All Tahasildars/ E.O, Municipality, Nayagarh /All Executive Officers of N.A.Cs. of Nayagarh District for information. They are requested to publish the same in their Office Notice Board for wide publicity.


Addl. District Election Officer
& ADM, Nayagarh

TERMS & CONDITIONS

TECHNICAL BID (Documents to be furnished along with Technical Bid)

In support of eligibility, a bidder must submit the EMD & the following documents, original copies or attested copies, as the case may be along with the Technical Bid.

- a. Detailed Profile of the Contractor/ Supplier.
- b. Form of Technical bid application/declaration application & check list form duly filed.
- c. EMD of amount as specified in the schedule of requirement in shape of Demand Draft in favour of District Election Officer, Nayagarh, payable at Nayagarh from any nationalized bank, which will be refunded immediately to the unsuccessful bidders after finalization of tender and to the successful tenders after completion of the Task/ Job.
- d. Paper cost on download of Tender from District Website in shape of DD drawn in favour of District Election Officer, Nayagarh, payable at Nayagarh from any nationalized bank. The cost of tender paper is not refundable.
- e. Copy of PAN Card.
- f. Copy of the Income Tax return for the last 3 years.
- g. Copy of the GST return (GSTR-3B) for last month/quarter.
- h. Copy of the GST registration Certificate.
- i. Xerox copy of bank Pass Book (front page) with the name & A/C Number of Tender.
- j. Copy of the DIC registration Certificate /MSME registration Certificate if any
2. The Tender paper is to be addressed to the District Election Officer, Nayagarh and on the top of the cover should be super scribed "**Tender paper for Tent, Light, Mike & Barricading etc** to be used in Nayagarh District during the S.G.E-2024."
3. All the procured items should be supplied **within short notice as per requirement** placement of order. All the articles should be delivered in full and good conditions & in no case part supply will be accepted.
4. If the supplier fails to supply the article within stipulated period, the order will automatically stand cancelled and the EMD & security money will be forfeited to Government.
5. The successful tenders should replace any incorrect size/specification of the items should replace immediately to concerned official.
6. During finalization of tender by Dist. Purchase Committee, it is not mandatory to place supply order to lowest price quoted unit. If pointed out low quality of the materials, the committee shall consider the next rate quoted unit with observing quality of the Tender sample Materials.
7. The authority reserves the right to reject any or all Tender without assigning any reasons thereof.
8. Previous experience in Election will be given preference.


Addl. District Election Officer
& ADM, Nayagarh

**ARRANGEMENT OF TENT, LIGHT, MIKE & BARRICADING ETC FOR
THE FORTH COMING SIMULATANEOUS GENERAL ELECTION-2024.**

TENDER CALL NOTICE NO. DATE. .02.2024.

TECHNICAL BID

CHECK LIST (TECHNICAL BID)

Please check whether the following documents have been enclosed in the respective cover, namely, Technical Bid: Please arrange the documents serially in the following order.

1. E.M.D in shape of DD in favour of District Election Officer, Nayagarh. : Yes/No
2. Paper cost in shape of DD in favour of District Election Officer, Nayagarh. : Yes/No
3. Technical Bid Application : Yes/No
4. Declaration application for Technical Bid : Yes/No
5. Copy of the Manufacturer/Authorized Supplier Registration Certificate : Yes/No
6. Copy of the Experience Certificate if any : Yes/No
7. Copy of PAN Card : Yes/No
8. Copy of the Income Tax return filed for the last three years : Yes/No
9. Copy of GST registration certificate : Yes/No
10. Xerox copy of Bank Account details : Yes/No
11. In case of dealer valid dealership certificate from the manufactures/supplier. : Yes/No
12. Single Sample of each item(to be produce before the Purchase committee) : Yes/No
13. Copy of the GST (GSTR-3B) return for last quarter /Month : Yes/No
14. Copy of the DIC/MSME registration certificate if any. : Yes/No

**ARRANGEMENT OF TENT, LIGHT, MIKE & BARRICADING FOR THE
FORTH COMING SIMULATANEOUS GENERAL ELECTION-2024.**

DECLARATION APPLICATION
(To be submitted with Technical Bid)
Technical Tender Submission Form

To
**The District Election Officer,
Nayagarh.**

Ref: Tender Call Notice No. _____ / Elect.Dated. .02.2024.

Sir,

I/We, the undersigned offer to arrange Tent, Light, Mike & Barricading, etc. against the Tender Call Notice of District Election Office, Nayagarh. The arrangement of Light, Mike & Barricading to be use during the fourth coming General Election-2024. I/We are hereby submitting our bid, which includes this Technical Bid and Price Bid sealed under a separate envelope.

We hereby declare that all the information and statement made in this bid are true and accept that any of our misrepresentation/blacklisting contained in it may lead to our disqualification.

Our bid is valid for a period of one year & till completion of the process of General Election-2024, subject to the modification of result from contract negotiation; you may subsequently carry out with us to accept our tender. If we are assigned the work during the period of validity of the bid, we undertake to carry out the same as per the terms and conditions of the tender documents.

We have carefully gone through the Terms & Conditions contained in the tender documents and I declare that all the provisions of this tender document are acceptable to my Firm/ Tent House.

I further certify that I am an authorized signatory of my Tent House /firm and am, therefore, competent to make this declaration.

Yours faithfully,

Authorized Signatory (in full and initials):
Name and Title of Signatory:
Name of the Firm:

(Seal)

**ARRANGEMENT OF TENT, LIGHT, MIKE & BARRICADING FOR THE
FORTH COMING SIMULATANEOUS GENERAL ELECTION-2024.**

TECHNICAL BID APPLICAION

(To be submitted with Technical Bid)

General Information about Manufacturer/Authorized supplier

SL No	Particulars	Details to be furnished	
Details of the Bidder :			
1	Name		
2	Address		
3	Telephone No.		
4	E.Mail Id		
Details of the Authorized Person:			
5	Name		
6	Address		
7	Telephone No.		
Information about the Firm:			
8	Name of the Firm		
9	Details of Registration of firm/ company (enclose the necessary documentary proof)	Date	Furnish the copy of the certificate of incorporation/ Registration certificate
10	Name of the A/C holder: Bank Account No. Name of Bank: IFSC Code :		
11	Locations and address of the Firm		
12	GSTIN No.	(Enclose the copy of Registration Certificate & the up-to-date GST return)	
13	PAN Card No.		
14	Valid dealership certificate from the manufactures in case of Authorized supplier.		
15	Income Tax return for last three years:	1. 2. 3.	

DECLARATION

I _____ Son/Daughter/Wife of shri _____
proprietor/Director/authorized signatory of the manufactures/authorized supplier mentioned above am
competent to sign this declaration and execute this tender document. I have carefully read and
understood all the Terms & Conditions of the Tender & undertake to abide by them. The
information/documents furnished along with the above application are true and authentic to the best of
my knowledge and belief. I/we am/are well aware of the fact that furnishing any false
information/fabricated documents would lead to rejection of my Tender at any stage besides liabilities
towards prosecution under appropriate law.

Authorized Signatory (Seal)

Annexure-I

ARRANGEMENT OF TENT, LIGHT, MIKE & BARRICADING, ETC FOR THE FORTH COMING SIMULATANEOUS GENERAL ELECTION-2024.

FINANCIAL BID FORMAT

APPLICATION -FINANCIAL BID FOR ARRANGEMENT OF TENT, LIGHT, MIKE & BARRICADING FOR THE FORTH COMING SIMULATANEOUSGENERAL ELECTION-2024.

Particulars of articles required for Simultaneous General Election,2024.

<u>SI No.</u>	<u>Name of articles</u>	<u>Specification.</u>	<u>Rate including all Taxes(Rs)</u>
01	Bamboo barricading	Rate per running ft. per day.	
02	Wire meshing	Rate per Sq. ft. per day	
03	Tarpaulin Roofing	Rate per Sr. ft. per day	
04	Cloth roofing	Rate per Sq. ft. per day	
05	Tube light,	Rate per piece per day.	
06	CFL light	Rate per piece per day.	
07	Ceiling fan	Rate per piece per day.	
09	Stand fan	Rate per piece per day	
09	LED light-100WT.	Rate per piece per day.	
10	LED light-70WT..	Rate per piece per day.	
11	Generator set (100 kw)	Rate per one generator per day	
12	Mike set	Rate per set per day.	
13	Table	Rate per piece per day.	
14	Chair	Rate per piece per day.	
15	Durry	Rate per piece per day.	
16	Bucket with mug and glass	Rate per piece per day.	
17	Water Drums	Rate per piece per day.	
18	Air Conditioner 1.5 Ton/1 Ton	Rate per Piece per day.	

N.B. The prices quoted shall be in Indian rupees only .The unit prices quoted in the tender shall be inclusive of all taxes and transportation cost up to District Election Office, Nayagarh.

Authorized Signatory (in full and initials)

Name and Title of Signatory:

Name of the Firm:

(Seal)