

OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, NUAPADA  
(Grama Panchayat Section)

E-mail:

No. 1090

Dt. 01.11.2021

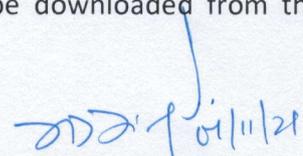
**SHORT TENDER CALL NOTICE**

Sealed Tenders are invited in plain paper from the intending Registered Suppliers / Firms having valid TAN number and up to date GST Clearance for supply of Election Materials for the ensuing General Election to PRIs 2022. The name of the items, specification etc. are as mentioned in the tender paper and term and conditions supplied with the tender paper for their information.

The Tenders Papers shall be received in the District Panchayat Office, Nuapada during Office hour from 01.11.2021 to 3.00 P.M. of dt. 07.11.2021. The tender shall be opened on dt. 07.11.2021 at 4.00 P.M. in presence of the Tenderers or their authorized representatives in the office chamber of Sub-Collector, Nuapada. The Tenderers or their authorized agents may remain present during opening of the tender. The tender paper shall be sent in following address by registered post / speed post / put directly in the Tender Box at District Panchayat Office, Nuapada, superscribed in the envelope as "TENDER FOR SUPPLY OF ELECTION MATERIALS FOR GENERAL ELECTION TO P.R.Is.- 2022".

The Collector, Nuapada  
(Gram Panchayat Section),  
Collectorate, Nuapada,  
At/Po/District- Nuapada  
PIN- 766105

The Tender paper along with the Term & Conditions may be downloaded from the District Website i.e. <http://www.nuapada.nic.in>

  
COLLECTOR, NUAPADA

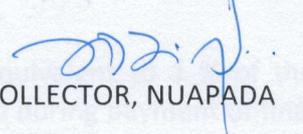
Memo No. 1091

Date: 01.11.2021

Copy with copy of Tender paper and terms and conditions forwarded to D.I.O., NIC, Nuapada with a request to upload the same in the District Web Site i.e. <http://www.nuapada.nic.in>.

Copy to the Notice Board of Collectorate, Nuapada for wide publicity.

Copy to the Project Director, DRDA, Nuapada / Sub-Collector, Nuapada / All Block Development Officers / All Tahasildars / All Executive Officers of NAC for information, with request to display the Tender Notice in their Notice Board for wide publication.

  
COLLECTOR, NUAPADA

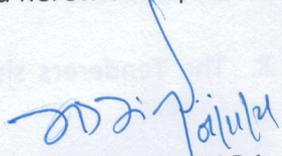
**The terms and conditions for supply of Screen for General Election to PRIs, 2022.**

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1. The Tenderers shall supply the Election Materials as per specification / quantity mentioned in the statement enclosed herewith.
2. The Tenderers shall have to submit the sample of the Election Materials to be supplied by him.
3. The Tenderers shall complete supply of Election Materials within 10 days of issue of Orders.
4. The Tenderers should indicate the cost of the Election Materials as prescribed in the Tender paper in figure and words.
5. The Tenders Papers shall be received in the District Panchayat Office, Nuapada during Office hour from 28.10.2021 to 3.00 P.M. of dt. 05.11.2021. The tender shall be opened on dt. 05.11.2021 at 4.00 P.M.
6. The Tenderers shall deliver the above materials in the office of the District Panchayat Officer, Nuapada on his own risk and cost.
7. The cost of Tender Paper is Rs. 200/- (Rupees Two Hundred) only which is non-refundable and should be submitted with the Tender Paper in shape of Demand Draft / Banker's Cheque made in favour of the District Panchayat Officer, Nuapada, payable at Central Bank of India, Nuapada Branch.
8. The Tenderers shall have to submit along with tender the attested copies of the following documents:
  - i) Income Tax Clearance Certificate
  - ii) GST Clearance Certificate
  - iii) License / Registration Certificate of the firms
  - iv) Past experience relating to above related work
9. The Tenderers or their authorized representatives will have to produce the original documents as mentioned at Para-08 at the time of opening of tender for verification.
10. Non-submission of required documents shall be liable for rejection.
11. The tender received beyond the scheduled date and time as mentioned in the Tender call notice shall not be taken in to consideration.
12. Before issue of orders the successful Tenderers shall have to execute an agreement with the undersigned.
13. The successful Tenderer will deposit an amount of money equivalent to 1 % of the Tendered value in shape of cash as EMD, which will be refunded during payment of final bill.

P.T.O

14. Payment will be made only after receiving of indented materials in full and complete manner which shall be certified by a competent authority as appointed by the undersigned.
15. The undersigned reserves the right to cancel the tender at any time, without assigning any reason thereof.
16. The upper Ceiling of cost of each Election Materials are enclosed herewith as prescribed by the State Election Commission, Odisha.

  
COLLECTOR, NUAPADA

TENDER PAPER FOR SUPPLY OF ELECTION MATERIALS FOR GENERAL ELECTION TO PANCHAYATI RAJ INSTITUTIONS – 2022

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1. Name of the Tender / Firm:
2. Father's Name:
3. Address:-
  - At:-
  - Po:-
  - P.S.:-
  - Dist:-
  - PIN:
4. Telephone / Mobile No:-
5. Cost of the Election Materials quoted by the Tenderer

Sl. No.	Name of the item	Quantity	Rate (In Rs.) Figures / Words
<b>Consumable Items</b>			
1	Full scape paper	4 (four) pieces	
2	Pin	1 (one) Small Packet	
3	Sutuli	1 (one) Small Packet	
4	Sealing Wax	10 (Ten) pieces	
5	Gum Pest	1 (One) bottle	
6	Match Box	1 (One) piece	
7	Carbon Paper	4 (Four) sheets	
8	Flexible wire	1 (One) small pieces	
9	Candle	3 (Three) pieces	
<b>Non Consumable Items</b>			
10	Pencil	3 (Three) pieces	
11	Ball Pen	3 (Three) pieces	
12	Ink Pad and ink	2 (Two) pieces	
13	Pusher	1 (One) piece	
14	Blade	1 (One) piece	

Sl. No.	Name of the item	Quantity	Rate (In Rs.) Figures / Words
15	Cloth	1 (One) Mtr.	
16	Oil container	1 (One) piece	
17	Metal rule to detach ballot paper	1 (One) piece	
18	Wet sponge	2 (Two) piece	
19	LED lamp	1 (One) piece	
20	Empty small plastic bottle	1 (One) piece	
<b>Counting Materials</b>			
21	Knife	1 (One) piece	
22	Paper weight	10 (Ten) pieces	
23	Tray as per number of candidates	10 (Ten) pieces	
24	Rubber Band	1 (One) packet	

6. Whether Individual / Firms:

7. Date of Income Tax Clearance:

(Enclose attested copy of up to date Income tax Clearance Certificate)

8. No. & Date of GST Registration

(Enclose attested copy of GST Clearance Certificate)

9. Financial instrument No. & Date towards cost of Quotation Paper:

10. Time of completion of work:

11. Details of other documents enclosed:

I Sri .....S/o ..... of Village ..... P.O..... P.S. .... in the District of ..... do hereby solemnly declare that the particulars furnished above are true to the best of my knowledge and belief.

Signature of the Tenderer

STATEMNT SHOWING THE LIST OF MATERIALS TO BE LOCALLY PROCURED  
BY THE COLLECTORS

Sl. No.	Name of the item	Quantity	Rate (In Rs.)
Consumable Items			
1	Full scape paper	4 (four) pieces	3.00
2	Pin	1 (one) Small Packet	7.50
3	Sutuli	1 (one) Small Packet	7.50
4	Sealing Wax	10 (Ten) pieces	30.00
5	Gum Pest	1 (One) bottle	15.00
6	Match Box	1 (One) piece	1.00
7	Carbon Paper	4 (Four) sheets	5.00
8	Flexible wire	1 (One) small pieces	5.00
9	Candle	3 (Three) pieces	9.00
Non Consumable Items			
10	Pencil	3 (Three) pieces	6.00
11	Ball Pen	3 (Three) pieces	10.00
12	Ink Pad and ink	2 (Two) pieces	30.00
13	Pusher	1 (One) piece	3.00
14	Blade	1 (One) piece	1.00
15	Cloth	1 (One) Mtr.	15.00
16	Oil container	1 (One) piece	15.00
17	Metal rule to detach ballot paper	1 (One) piece	5.00
18	Wet sponge	2 (Two) piece	10.00
19	LED lamp	1 (One) piece	100.00
20	Empty small plastic bottle	1 (One) piece	3.00