

OFFICE OF THE COLLECTOR & DISTRICT ELECTION OFFICER, NUAPADA
e-mail: electionnuapada@gmail.com

No. 689 /Elec. Dt. 04/10/2025

Short Tender Call Notice

Short Sealed tenders are invited from interested reputed registered suppliers/ Manufacturers/ Agencies/ Co-operatives having valid GST Registration in prescribed format Part-A, B & C for Various Forms / Printing of Leaflet / Printing of I-Cards / Printing of Tokens to be used in the upcoming Bye-Election to 71-Nuapada AC-2025. The sealed tender paper along with relevant paper sealed envelope super scribed with **"TENDER FOR PRINTING OF VARIOUS FORMS FOR BYE-ELECTION TO 71-NUAPADA ASSEMBLY CONSTITUENCY-2025, DISTRICT-NUAPADA"** should be reached in the office of the District Election Officer, Nuapada through Registered/Speed Post or assigned drop box kept at Dist. Election Office, Nuapada by 01.30 pm on dt. 12.10.2025 during office hour which will be opened on the same day at 03.00 pm i.e. on 12.10.2025 in the Office Chamber of ADM(General), Nuapada and by the purchase committee. The intended bidder or his authorized agent should be present at the time of opening of the Tender Paper on the date and time fixed. Negotiation may be made for finalization of rate with the Firm. Tender received after stipulated time shall not be accepted. Detail format can be obtained from District Election Office, Nuapada or can be downloaded from Nuapada District website <https://nuapada.odisha.gov.in>


04.10.25
District Election Officer & Collector
Nuapada

Memo No. 690 /Elec., Dated. 04/10/2025

Copy to Asst. Collector, Nizarat, Collectorate, Nuapada/ Sub-Collector Office, Nuapada/DIPRO, Nuapada/ All Tahasildars to affix the tender call notice in their notice board and copy to DeGM, Nuapada for information and requested to web host the tender call notice in the District website.


04.10.25
District Election Officer & Collector
Nuapada

DISTRICT ELECTION OFFICE: NUAPADA

Application Form

IMPORTANT

1. Time & Date for closing of the receipt of quotations
1.30 pm on 12.10.2025
2. Time & Date for opening of sealed quotations.
3.00 pm on 12.10.2025
3. The address to which the bids to be sent if sent by speed post
Office of the District Election Officer, Nuapada.
4. READ TERMS AND CONDITIONS CAREFULLY BEFORE SUBMITTING SEALED TENDER PAPAERS.

PART-A

1. Name of the firm/ individual (in BLOCK CAPITALS)

2. Address of the firm/ individuals

3. Name of the Proprietor of the firm

4. Permanent residential address

5. Contact No.

6. Security Deposit

Office: _____

Mobile: _____

D.D. No. _____

Dated: _____

Amount of Rs.5,000/- (Five Thousand) only
Name of the issuing bank: _____

DEO & Collector, Nuapada

Name & Full Signature of the bidder

G

DISTRICT ELECTION OFFICE: NUAPADA
PART-B

Sl.No.	Item	Quality Description	Rate
1	A4 size full page printing	Good quality	Per 100 piece
2	A4 size half page printing	Good quality	Per 100 piece
3	A3 size full page printing	Good quality	Per 100 piece
4	Legal size full page printing	Good quality	Per 100 piece
5	Printing of leaf let	Good quality	Per 100 piece
6	Printing of I-Cards with cover and band	Good quality	Per unit
7	Printing of Tokens	Good quality	Per 100 piece

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Name & Full Signature of the bidder

DISTRICT ELECTION OFFICE: NUAPADA
PART-C

Terms & Conditions:

1. The required quantity of aforesaid forms and papers need be supplied by the vendor within five day from the date of receipt of supply order for which the firm should be committed.
2. The rate quoted must be inclusive of GST. The firm shall be solely responsible to make such payment to the appropriate authority.
3. No extra cost of any type to be charge at any point of time after finalization of the bid.
4. The rates quoted by the bidders are valid for a period of one year from the date of signature of agreement/ finalization of tender.
5. The decision of the tender committee shall be final and bidding to all.
6. The authority reserve and the right to approve or cancel any or part/ full of the tender without assigning any reason thereof.
7. Rs. 500/- (Rupees Five Hundred) only towards cost of Tender Paper (non Refundable) in shape of Bank Draft in favour of the OIC, Election, Collectorate, Nuapada payable at SBI, Main Branch, Nuapada.
8. The Selected vender has to deposit security money amounting to Rs.5,000/- (Rupees Five thousand) only in shape of Bank Draft drawn in favour of the OIC, Election, Collectorate, Nuapada payable at SBI, Main Branch, Nuapada.
9. The firm whose tender will be accepted shall have to execute an agreement with the Collector & District Election Officer, Nuapada in non-judicial stamp paper worth Rs.10/- (Rupees Ten) only in the next day of acceptance of the tender and supply order will be issued.
10. Order will be placed after final assessment of various forms.
11. In case of failure to supply the required no. of articles and quantity in full as per specification within stipulated period the security money will be forfeited and criminal liability as per Election rule will be fixed.

Declaration

I Sri _____ S/o _____ proprietor of _____ (mention name of the firm with address) do hereby declare that

1. Information given by me at Part-A are correct
2. I have read the terms and conditions mention above and agree to abide the same in case purchase order is placed with me. I have enclosed security deposit of Rs.5,000/- in favour of OIC, Election, Collectorate, Nuapada payable at SBI, Main Branch, Nuapada and the Demand Draft No. is _____, issued by (mention name of the Bank) _____ on (mention date).
- 3.
- 4.

Name and Full signature of the bidder