

**GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT ELECTION OFFICER, NADIA
(DISTRICT ELECTION SECTION)**

QUOTATION NOTICE

Sealed quotations are invited from bonafied Press Owners / Organization / Agencies for preparation and supply of Banners , Posters and Leaflets (as per colour and Logo specified by ECI) as mentioned below on the following terms and conditions.

Sl. No.	Details of printing Articles	Size details	Required Quantity	Specification of paper
1	2	3	4	As per Sample Provided.
01.	BANNER (FLEX)	4' X 2' each	200 Pcs.	
02.	POSTER (Glossy Paper)	30" X 20" each	10,000 Pcs.	
03.	Leaflets	9" x 7" each	20000 Pcs.	

Terms & Conditions

- 1) Separate rate for each item should invariably & clearly be mentioned in the Letter Head Pad duly signed by the Bidders.
- 2) All above Articles must be handed over to this office on 14-10-2012 without fail.
- 3) Credential regarding such works should be submitted along with the Quotation.
- 4) The sealed Quotation will be accepted up to 2:00 p.m. on 11-10-2012 and no Quotation will be accepted beyond the date and time fixed. Quotations will be opened on the same day i.e. on 11-10-2012 at 2:30 PM in presence of the Bidders or his authorised representatives in the office chamber of ADM (Election), Nadia
- 5) Total cost of the work may be charged as penalty if the selected Bidder fails to complete the work within stipulated timeline.
- 6) The prospective Bidders may know every details, colour specification etc. from the website of DM, Nadia or District Election Section, Nadia (Office Telephone No.- 03472 252811) for their own convenience.
- 7) Required number of templates, mentioned above, may be varied as per need-based requirement and as per kind instruction of the district authority.
- 8) The successful Bidder has to produce PROOF before the authority against each above articles before final printout of the printing materials without fail.
- 9) The intending Tenderers are requested to submit up-to-date chalan/return of I.T., P.Tax and Vat Registratinn. Along with the tender.
- 10) The Authority reserves every right to accept or reject all or any of the Quotations without assigning any reason whatsoever at any stage and is not bound to accept the lowest rate.
- 11) The authority reserves the right to cancel the materials/ articles supplied by them if they do not confirm with the standards specified in the Notice Inviting Tender.


**For District Magistrate &
District election Officer, Nadia**

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