

Government Of West Bengal
Office of the District Panchayat Election Officer
&
District Magistrate, Nadia
Ballot Paper Printing Cell

Tender Notice

Sealed bid asking for rate of printing ballot papers excluding paper per 1000 (one thousand) ballots is hereby invited from the printers having printing set up at Nadia District for printing of Ballot Papers for Panchayat General Election-2018.

The following facilities must be present in the printing place:

- 1) There must have facilities preparation of Master Copy by Offset Printers.
- 2) Sufficient infrastructure to complete the whole printing works within due time from set by State Election Commission.
- 3) There must be set up for staying of security personnel in the printing area.
- 4) There must be facilities for Generator / D.G. Set for working 24x7 duration.
- 5) Sufficient infrastructure should be arranged for deputing officers for checking & splitting of the ballot papers.
- 6) Identity Cards for the workers will be issued from the end of the concerned Block Development Officer. No unauthorized person will be allowed to enter the press.
- 7) Printing of Ballot Papers is to be done in three spirit of neutrality as per guideline of State Election Commission.
- 8) The tenders should be submitted at the specified box kept at the chamber of the Deputy Secretary, Nadia Zilla Parishad & O/C Ballot Paper Printing Cell, on any working days during the office hours on or before 06.04.2018 at 12 noon. The same will be opened on the same day at 2.00 p.m. All concerned are requested to present at the time of opening the sealed bid.
- 9) Bank Draft amounting to Rs. 2000.00 (Rupees two thousand) only as 'Earnest Money' is to be attached along with the necessary documents in favour of the District Magistrate, Nadia.
- 10) Mandatory Requisite Documents :- GST number, Professional Tax clearance, Xerox copy of Pan Card, full address of printing press.
- 11) Rate of printing ballot papers should be written in both figures & words clearly. No escalation of price will be done once rates are approved by the authority.
- 12) The rate will be inclusive of printing, cutting, numbering, splitting & checking of ballot papers.
- 13) The undersigned reserves the right to accept or reject any tender without assigning any reason whatsoever and is not bound to accept the lowest rate.

15
Addl. District Magistrate (Dev.)
Nadia.

4/18
Contd.....p/2