

TENDER NOTICE

Memo No 3300 /Elec.

Dated 15/12 /2021

Sealed Tenders are invited from bonafied Press Owners / Organization / Agencies for printing and supply of Banners, Sticker, Poster, Leaflets , Sungard Badge etc. (as per colour and logo specified by E C I) as mentioned below on the following terms and conditions in connection with the National Voters Day,2022.

Sl No	Details of Printing Articles	Size details	Rate to be offered (per unit)
1	Banner	Variable	Sq.fit
2	Adhesive Sticker (colour)	10"X08"	Per 100 (Hundred)
3	Poster (Glossy paper)	11"X18"	Per 100 (Hundred)
4	Poster (Normal Paper)	11"X18"	Per 100 (Hundred)
5	Poster (Glossy paper)	18" X 22"	Per 100 (Hundred)
6	Poster (Normal Paper)	18" X 22"	Per 100 (Hundred)
7	Sun Guard (Colour) with printing	standard	Per 100 (Hundred)
8	NVD Badge (Colour)Round Shape	4" X 4"	Per 100 (Hundred)
9	NVD Badge (Colour) Square shape	4" X 4"	Per 100 (Hundred)
10	Invitation Card with envelop (Colour)	12" X 9" (Two Fold)	Per pice
11	Leaflet	1/8 DFC	Per 100
12	Certificate Colour Good Quality	A /4 size	Per pice

Terms and Conditions.

- 1) Separate rate for each item should invariably & clearly be mentioned in the letter head pad duly signed by the Bidders.
- 2) Credential Certificate regarding such works should be submitted along with the Tender.
- 3) The sealed Tender will be received up to 2.00 p.m. on 22/12/2021 and no Quotation will be received beyond the date and time fixed. Quotations will be opened on the same day i.e. on 22/12/2021 at 2.30 PM in presence of the Bidders or his authorized representatives in the office chamber of Officer-in-Charge District Election, Nadia.
- 4) Total cost of the work shall be charged as penalty if the selected Bidder fails to complete the work within stipulated timeline.
- 5) The prospective Bidders may know every details, colour specification etc. from the website of D M and D E O, Nadia.
- 6) The successful Bidder has to produce proof before the authority against each above articles before final printout of the printing materials without fail.
- 7) Tenders are requested to submit up-to-date Chalan an / Return of I.T./P. Tax /GST etc .along with the tender.
- 8) The Authority reserves every right to accept or reject all or any of the Tender without assigning any reason whatsoever at any stage and is not bound to accept the lowest rate.
- 9) 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.
- 10) A sum of Rs.10,000=00 (Rupees Ten Thousand) onl is to be deposited through Bank Draft as (Earnest Money) in favour of the District Magistrate, Nadia at the time of submission of tender document.
- 11) The contract shall be valid up to 31/01/2023.


Addl. District Magistrate(Election),
Nadia.

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Copy forwarded for information with a request to display the Quotation in the office Notice Board for wide publicity to :-

- 1) The District Judge, Nadia
- 2) The Superintendent of Police, Nadia.
- 3) The Secretary, Nadia Zilla Parishad, Krishnagar, Nadia
- 4) The Sub-Divisional Officer, Tehatta / Sadar / Ranaghat / Kalyani, Nadia
- 5) The Nezrath Deputy Collector, Nadia.
- 6) The District Employment Exchange Officer, Nadia
- 7) The District Register, Nadia
- 8) The DIO-NIC, Nadia Collector with a request to put the NIT in the DM, Nadia's website.
- 9) The D I C O, Nadia.
- 10) P A to DM & D E O, Nadia with request to place this copy before the authority for favour of kind perusal
- 11) PA to ADM (Gen)/LR./Dev,ZP , Nadia with request to place this copy before the authority for favour of kind perusal
- 12) District Election Notice Board.


Addl. District Magistrate (Election),
Nadia.