

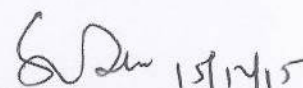
Government of West Bengal
Office of the District Magistrate &
District Election Officer, Nadia
Forms & Materials Cell

TENDER NOTICE

Sealed Tenders are invited from the bonafide, resourceful and reputed suppliers/agencies and printing press owners for printing of various Forms, Books, Polling Station List, Route Chart etc. for the ensuing General Election to the West Bengal Legislative Assembly -2016 for the district of Nadia as per enclosed list (Annexure-A) on the following terms and conditions :

- 1) Non-transferable tender documents will be available from the Forms & Material Cell at Nadia Collectorate, Krishnagar on payment of Rs.3,000=00 (Rupees three thousand) only, non-refundable) Demand Draft payable in favour of the "District Magistrate, Nadia" only from 18th December 2015 to 7th January 2016 up to 2 p.m.
- 2) The rate should be quoted separately for each item including delivery charges to Sub-Divisional Offices as mentioned enclosed list. Conditional rate will not be accepted.
- 3) The tenders should be submitted at the specified box kept at the chamber of the Officer-in-Charge, Forms & Materials Cell , Administrative Building, Nadia Collectorate, on any working day during the office hours on or before 07-01-2016 within 2 p.m. in a sealed envelope super scribed as "Tender for supply of Forms etc. for General Assembly Election, 2016".
- 4) Tender will be opened at the Officer chamber of Addl. District Magistrate (Dev.), Nadia at 3 p.m. on 07-01-2016 where the tenderers or duly authorized representatives may remain present alongwith valid photo Identity Card.
- 5) Earnest money to the tune of Rs.1,00,000=00 (Rupees one lakh) only is to be deposited through Bank Draft along with the tender papers in favour of the District Magistrate, Nadia.
- 6) All forms should be printed by 8-Kgs. Andhra White/colouring DFC paper and sample of paper to be used for printing of forms books etc. should be submitted during with the tender papers; otherwise the tender paper will be summarily rejected.
- 7) Final proofs of the matters to be printed shall be approved by the concerned authority before taking up on printing.
- 8) Mandatory Requisite Documents :- Attested copies of up-to date VAT Return copy, Income Tax Certificate, Professional Tax Clearance Certificate, Trade license issued by Panchayat or Municipality Offices, PAN Card should be submitted with the tender paper. All intending bidders should submit **credential certificate** of similar nature of printing works to Government Offices as well as Election works not below a cumulative/total sum of Rs.2.00 lakhs within past three financial years and last three years audit report. Final payment order or any interim payment order will not be treated as credential document. This certificate should be issued by Head of the office or D. D. O. of the establishment.

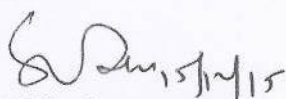
- 9) Delivery of printed forms, books etc. are to be made in stipulated period as will be mentioned in the supply order.
- 10) No escalation of price will be done once rates are approved by the tender committee.
- 11) The undersigned reserves the right to accept or reject any tender without assigning any reason whatsoever and is not bound to accept the lowest rates.
- 12) The successful tenderer/tenderers will have to deposit Rs.1,00,000=00(Rupees one lakh) only in favour of the District Magistrate, Nadia as a Security Money through demand Draft before issue of work order in this matter.


Addl. District Magistrate (Dev.),
Nadia
Addl. District Magistrate (Dev)
Nadia.

Memo No. 02(15) /F & M

Date 15-12-2015

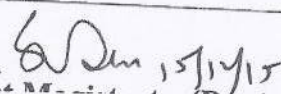
Copy forwarded to the District Judge, Nadia / S. P. Nadia / D. P & R. D. O., Nadia / Secretary, Nadia Zilla Parishad / S. D. O. Sadar / S. D. O. Ranaghat / S. D. O., Kalyani / S. D. O. Tehatta / District Employment Exchange Officer, Krishnagar, Nadia / Post Master, Krishnagar H. P. O. / Chairman, Krishnagar Municipality / N. D. C., Nadia Collectorate Notice Board / Officer-in-Charge, District Election Section / D. I. O., NIC for information with a request to publish in his Notice Board / Website for wide publication / C. A. to D. M. Nadia. / PA to ADM(Dev)


Addl. District Magistrate (Dev.),
Nadia
Addl. District Magistrate (Dev)
Nadia.

Annexure-A

List for printing of various Forms, Books, Polling Station List etc. which will be used for ensuing General Assembly Election, 2016 :-

Sl. No.	Particulars to be printed as per out specification	Printing rate with paper
1.	Forms, ½ DFC Size, single side printing	Rate for printing charges for 1000 forms with white & colouring DFC Paper
2.	Forms, ½ DFC Size, both side printing	"do"
3.	Forms, ¼ DFC Size, single side printing	"do"
4.	Forms, ¼ DFC Size, both side printing	"do"
5.	Forms, 1/8 DFC Size, single side printing	"do"
6.	Sticker i.e. "ELECTION Vehicles No" etc. (Big size)	"do"
7.	Sticker i.e. "WAY IN", "WAT OUT" etc. (Small size)	"do"
8.	Voter 's Slip Book etc. (1/24 DFC size, 50-pages per book)	Rate per book with paper
9.	Distribution/Received Book (1/4 DFC size 10 pages per book in duplicate with covering binding numbering etc.)	"do"
10.	Log Book (4 pages per book with binding , numbering, stitching etc.)	"do"
11.	Fuel Coupon Book (50 pages per book in duplicate with numbering, perforating & binding etc.)	"do"
12.	Receipt Book for Tender Vote (10 pages Per book with numbering, perforating etc.)	"do"
13.	Requisition of Vehicles Book, (1/4 DFC size, 50 pages per book in triplicate with covering binding numbering etc.)	"do"
14.	Books for Instruction/Guideline (1/4 DFC Size, up to 10 pages per book with covering, binding etc.)	"do"
15.	Books for Instruction/Guideline (1/4 DFC size, up to 20 pages per book with covering, binding etc.)	"do"
16.	Books for Instruction/Guideline(1/4 DFC size, up to 50 pages per book with covering, binding etc.)	"do"
17.	Polling Station List (1/4 DFC size with covering and binding etc.)	"do"
18.	Polling Route Chart (1/4 DFC size with covering and binding etc.)	"do"
19.	Address Tag for EVM (As per our specification)	Rate per Tag
20.	Identity Card (Colouring Glossy board paper with Jacket & Ribbon)	Rate per Identity Card
21.	Digital Identity Card with Plastic Jacket & Ribbon	Rate per Identity Card
22.	Adhesive Sticker small size	Rate per Sticker
23.	Binding Charge with 100 pcs.(approx.) various type of printed forms without paper with perforation & covering	Binding charge per book (without paper)
24.	Booklet (binding after printing of various type of Forms with papers up to 100 pages with perforation & covering)	Rate per Booklet


 Addl. District M...