

Government of West Bengal
Office of the District Magistrate, Nadia
District Election Section.
TENDER NOTICE

Sealed Tender are invited from the reputed Press Owners/ approved suppliers of Nadia Collectorate for printing and supplying the following Forms which will be required for District Election section in connection with the "Suo-moto deletion & continuous updating process to be precise from 5th January, 2011 to the last date of filing nomination" on the following Terms and condition. Sealed Tender will be received 2.00 P.M. on **10.02.2011** and no tenders will be received after the date and time as fixed by the authority. Tender Box will be opened on the same date after 2.30 P.M. At the time of opening the tender, Tenderers or his/her representative may remain present in the Office Chamber of Additional District Magistrate(General), Nadia / Officer-in-Chamber, District Election Section, Nadia Collectorate. The authority may accept lowest rate of the Tender submitted by the Bidder. Before submission the Tender/Tenders, Tenders may be inspected the Form from the District Election Section. Quality of the Forms should be maintained strictly as per specification

Sl. No.	No & Name of the requisite Forms	Approximate number to be printed	Paper Size
1)	Form No. 6 (Application for inclusion)(new inclusion portion)	2,00,000	¼ D.F.C. size
2)	Form No. 7 ((Application for objecting inclusion or seeking deletion of name in electoral roll): (only new inclusion portion)	20,000	¼ D.F.C. size
3)	Form No. 7 ((Application for objecting inclusion or seeking deletion of name in electoral roll): (As per specification))	20,000	½ DFC both side & one single side.
4)	Form No. 8 (Application for correction)(only new inclusion portion)	20,000	¼ D.F.C. size
5)	Form No. 8 (Application for correction.) (As per specification)	40,000	½ DFC both side & one single side
6)	Form No. 8A (Application for transmission of entry in elector Roll) (only new inclusion portion)	35,000	¼ D.F.C. size
7)	Form No. 8A (Application for transmission of entry in elector Roll (As per specification))	30,000	½ DFC both side & one single side
8)	Form 9 (list of applications for inclusion received in Form 6)	30,000	¼ DFC single side
9)	Form 11 (List of applications for objection to particulars in entries in electoral roll received in form 8)	25,000	¼ DFC single side
10)	Form 11A (List of applications for transposition on entry in electoral roll)	20,000	¼ DFC single side
11)	Form 12 (Notice of hearing of a claim)	25,000	¼ DFC single side
12)	Form 13 (Notice to the objector)	30,000	¼ DFC both side
13)	Form 14 (Notice to the person in respect of whom objection has been made)	20,000	¼ DFC both side
14)	Form 15 (Notice of hearing of an objection to particulars in an entry)	20,000	¼ DFC both side
15)	FORM OF OATH OR AFFIRMATION	30,000	¼ DFC single side

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16)	Form 001C	50,000	¼ DFC single side
17)	Proforma – A (List of fresh addition) (Form-6) (As per specification)	40,000	½ DFC Single side
18)	Proforma –B (List of transportation of Electors within the same A.C) (As per specification)	30,000	½ DFC single side
19)	Proforma – D (List of deletion)(As per specification)	30,000	½ DFC single side
20)	Proforma – E (List of Modification) (As per specification)	40,000	½ DFC single side

TERMS AND CONDITION

- 1) The seal Tenders shall be accepted **up to 2 P.M. on 10.02.2011** and no Tenders will be accepted beyond the date and time fixed. Tenders will be opened at **2.30 P.M. on 10.02.2011** in the office Chamber of ADM (G) Nadia/ Officer-in-Charge, District Election Section. The Tenderer or his/her representative may remain present at the time of opening of the Tender **Before dropping the tender form, willing participants may inspect the prescribed forms from the Office in any working day. No plea of ignorance shall be entertained.**
 - 2) Credential in respect of such printing works under the Government offices should be enclosed.
 - 3) **A Bank Draft for Rs. 5,000/- (five thousand) only in the name of D.M. & D.E.O. Nadia should be furnished with the tender papers as earnest money.**
 - 4) Copy of Trade licence, VAT, Income Tax, Professional Tax clearness certificate and should be submitted with the tender papers.
 - 5) Printing works should be completed within the date and time fixed in the printing order as will be issued from this end.
 - 6) Legal action according to law will be taken against the selected press owners/Vendors if he/she fails to complete the works in time.
 - 7) **Individual rates should be furnished per 1000 (per thousand) against each printing works as per Tender notice.**
 - 8) A consent letter should be submitted by the selected Press/Vendor stating that the firm shall abide by all terms and condition of the Tender Notice.
 - 9) All Forms should be supplied as per Office specification. Quality should be maintained strictly.
 - 10) If the Forms are not supplied in time, total cost of the Forms should be charged as penalty.
 - 11) The tenderer should mention his capacity of printing and infrastructure facilities available with him.
- Supply Order shall be issued as per requirement of forms.
- The authority reserves the right to accept or rejects all or any of the tender without showing any cause and is not bound to accept the lowest rates**

Sd/-
District Magistrate
&
District Election Officer, Nadia

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Memo. No. 113(17) /Elec.

Dated, Krishnagar, the 31st January, 2011.

Copy forwarded for information and with a request to display the Tender Notice in his notice Board for wide publicity.

- 1) The District Judge, Nadia
- 2) The Superintendent of Police, Nadia.
- 3-6) The Sub-Divisional Officer, Sadar / Ranaghat / Kalyani / Tehatta
- 7) The Secretary, Nadia Zilla Parishad
- 8) The Nazareth Dy. Collector, Nadia Collectorate.
- 9) The District Employment Exchange, Nadia.
- 10) The District Register, Nadia
- 11) The Superintendent of Post Offices, Nadia (North Division), Krishnagar, Nadia.
- 12) The District Information and Cultural Officer, Nadia
- 13) The D.I.O., N.I.C. Nadia Collectorate with a request to incorporate the Tender Notice in the Website of the District Magistrate, Nadia immediately for wide publicity



District Magistrate
&
District Election Officer, Nadia.