

TENDER FORM

[Ref: N.I.T. no. 01/FSC/PE09 Dated 5th February, 2009]

Name of the Tenderer/Bidder with full address	Contact Phone No.	Details of Earnest Money Deposit
		Rs.5000/-

Declaration:

- A. I do hereby declare that I have carefully gone through the Notice Inviting Tender and the Terms & Conditions detailed therein. If the rates offered by me are accepted, I undertake to abide by all such norms stipulated regarding time-frame & specification.
- B. I would like to offer the price bids as detailed below.

(1) Printing of Forms:- [UNIT RATE RUPEES PER THOUSAND NOS.]

Sl. No.	Item	Specification	Rate (In Rs. In figure)	Rate (In Rs. In words)
1	½ DFC	Single Side		
2	½ DFC	Both Side		
3	¼ DFC	Single Side		
4	¼ DFC	Both Side		
5	1/8 DFC	Single Side		
6	1/16 DFC	Single Side		
7	1/32 DFC	Single Side		
8	1/32 DFC	Single Side with binding and numbering		
9	1/32 DFC (Brown Paper)	Single Side		
10	¼ DFC	Single Side with binding and numbering		
11	¼ DFC	Single Side with numbering only		
12	1/16 DFC	With binding and numbering		
13	Printing full sheet, brown wrapping paper	Single Side		
14	½ DFC size printing on ledger paper			
15	¼ DFC size printing on ledger paper			

.....
Full Signature with Seal of the Bidder

(2) Printing of covers:-[Rate in Rs. Per thousand and part thereof]

Sl. No.	Item	Specification (Colour)	Rate (In Rs. In figure)	Rate (In Rs. In words)
1	15x9 sq cm	Brown		
2	22x9 sq cm	Brown		
3	25x12 sq cm	Brown		
4	30x12 sq cm	Brown		
5	25x11 sq cm	Pink		
6	21x9 sq cm	Pink		
7	28x13 sq cm	Brown		
8	35x25 sq cm	Brown		
9	32x15 sq cm	Brown		
10	45x35 sq cm	Brown		
11	50 cm x 40 cm	Brown		

(3) Printing of Identity Cards:-[UNIT RATE RUPEES PER HUNDRED AND PART THEREOF NOS.]

Sl. No.	Item	Specification	Rate (In Rs. In figure)	Rate (In Rs. In words)
1	9x6 sq cm (bye-colours) with eye lit			
2	9x6 sq cm (bye-colours) without eye lit			
3	9x6 sq cm (tri-colours) with eye lit			
4	12x8 sq cm (bye-colours) with space for photo) without eye lit			
5	Jacket for Identity Card			

(4) Others:- Arms band for Election Personnel made of cloth (screen printing)

Rate Per hundred in Rs. _____ (Rupees _____
_____) only.

.....
Full Signature with seal of the Bidder

Government of West Bengal
Office of the District Magistrate, Jalpaiguri
Forms & Stationery Cell
NOTICE INVITING TENDER

[N.I.T. no. 01/FSC/PE09

Dated: 05/02/2009

Sealed price bids are, invited for supply of printed forms & covers in connection with the General Parliamentary Election 2009.

Bonafide agencies having experience of similar nature of work may prefer price bid as per the annexed schedule in sealed covers from 05/02/2009 to 25/02/2009 upto 11:00 a.m.

Dropping of tender	Venue	Earnest money	Opening of price bids
from 5/02/2009 to 25/02/2009 upto 11:00 a.m.	Election Section, Jalpaiguri	Rs.5,000/- in favour of DM, Jalpaiguri in the form of D.D./ Bankers Cheque/ DCR	25 th February, 2009 at 11:05 a.m. in the Chamber of the ADM(Election), Jalpaiguri

- The Schedules and specification to be collected from the Election Section beforehand.
- No belated request after the scheduled time and date will be entertained.
- The intending bidders may witness sealing of tender box and remain present at the time of opening of the offers.
- Documents to be attached to pre-qualification application:- Valid I. Tax, S. Tax, P. Tax, Trade permission, Credential of bulk supply in Govt. Offices. Photocopies would be accepted on scrutiny of original ones.

Pre-conditions:-

A] Supply strictly adhering to the specification and quantity to be complied with **at three supply points i.e. Mal, Alipurduar, & Sadar Sub-Division H.Q.s.** No extra charge for transportation and delivery with proper stacking would be paid.

B] Samples of the papers to be used for printing must be deposited on 25/02/2009 before 3pm. at Material Cell, Election Section, Jalpaiguri

C] The authority shall straightway reject the price-bids which may appear to be absurd in terms of rates and with the male-fide intention of competition only.

D] The rates must be quoted both in figures as well as in words in the prescribed form. The rates must be inclusive of all taxes, transportation charges, delivery with proper way.

Other norms:

1. This notice shall form part of terms and conditions of tender and the bidder shall be bound to abide by them.
2. The authority may, by proclamation of Notice, fix subsequent date of price-bid conference under unavoidable circumstances.
3. The authority reserves the right to turn down any bid without assigning any reason.
4. Defective or incomplete or informal price-bids shall summarily be rejected. The authority reserves the right to accept or reject any or all Tender.

5. In case of equal lowest bidding, decision would be taken through draw of lots. Further, this office reserves the right for not to accept the lowest bid and to reject any or all the tenders without assigning any reason whatsoever and also to split up the tendered work to more than one contractor in the interest of speedy supply.
6. The earnest money will be forfeited if quality of articles which would be found low-grade/ unserviceable condition, when those will be supplied by the accepted Tenderers.
7. The work order will automatically be cancelled and the earnest money would be forfeited in the event of failure to perform the work in due time and inferior quality of materials. In case of supply of any item not commiserating to the schedule, the same are to be replenished with at the own cost of supplier.

District Election Officer
&
District Magistrate,
Jalpaiguri

Memo. No:NIT no.01/(9)FSC/PE09

Dated:05/02/2009

Copy forwarded with a request for publication in the Office Notice Board to:-

1. The S.P., Jalpaiguri
2. The A.E.O., Zilla Parishad, Jalpaiguri.
3. The DL&LRO, Jalpaiguri
4. -6. The Sub-Divisional Officer, Sadar/ Alipurduar/ Mal.
7. The D.P.R.D.O., Jalpaiguri
8. The Dy. Collector -in-Charge, Nezarath Section, Jalpaiguri.
9. The Dy. Collector-in-Charge, Election Section, Jalpaiguri.

District Election Officer
&
District Magistrate, Jalpaiguri.

Government of West Bengal
Office of the District Magistrate, Jalpaiguri
Forms & Stationery Cell

NOTICE INVITING TENDER

N.I.T. no. 29/FSC/PE-08
2008

Dated: 6th May,

Sealed price bids are invited for supply of **Rubber Stamp/s** in connection with the 7th General Election to the Panchayet 2008.

Bonafide agencies having experience of similar nature of work may prefer price bid as per the annexed schedule in sealed covers from 06/05/2008 to 12/05/2008 up-to 11:00 a.m.

Dropping of tender	Venue	Earnest money	Opening of price bids
from 06/05/2008 to 12/05/2008 up-to 11:00 a.m.	Form & Stationery Cell Jalpaiguri	Rs.5,000/- in favour of DM, Jalpaiguri in the form of D.D./ Bankers Cheque/ DCR	12/05/2008 at 1:00 a.m. at Form & Stationery Cell ,Jalpaiguri

- The Schedules and specification of Rubber Stamp to be collected from the Form & Stationery Cell Jalpaiguri beforehand.
- No belated request after the scheduled time and date will be entertained.
- The intending bidders may witness sealing of tender box and remain present at the time of opening of the offers.
- Documents to be attached to pre-qualification application:- Valid I. Tax, S. Tax, P. Tax, Trade permission, Credential of bulk supply in Govt. Offices, Local Self Government. Photocopies would be accepted on scrutiny of original ones.

Pre-conditions: -

A] The authority shall straightway reject the price-bids which may appear to be absurd in terms of rates and with the male-fide intention of competition only.

B] The rates must be quoted both in figures as well as in words in the prescribed form. The rates must be inclusive of all taxes, transportation charges, delivery with proper way.

Other norms:

1. This notice shall form part of terms and conditions of tender and the bidder shall be bound to abide by them.
2. The authority may, by proclamation of Notice, fix subsequent date of price-bid conference under unavoidable circumstances.
3. The authority reserves the right to turn down any bid without assigning any reason.
4. Defective or incomplete or informal price-bids shall summarily be rejected. The authority reserves the right to accept or reject any or all Tender.
5. In case of equal lowest bidding, decision would be taken through draw of lots. Further, this office reserves the right for not to accept the lowest bid and to reject any or all the tenders without assigning any reason whatsoever and also to split up the tendered work to more than one contractor in the interest of speedy execution.
6. The earnest money will be forfeited if quality of articles which would be found low-grade/ unserviceable condition, when those will be supplied by the accepted Tenderers.
7. Supply to be made according to specification, as per direction of the Officer-in-Charge of this Cell.
8. The work order will automatically be cancelled and the earnest money would be forfeited in the event of failure to perform the work in due time and inferior quality of materials. In case of supply of item not commensurating to the schedule, the same are to be replenished with at the own cost of supplier.

District Panchayat Election Officer
&

Memo. No:NIT no. . 29/1/(8)/FSC/PE-08

Dated:6th May, 2008

Copy forwarded with a request for publication in the Office Notice Board to:-

1. The A.E.O., Zilla Parishad, Jalpaiguri.
- 2-4. The Sub-Divisional Officer, Sadar/ Alipurduar/ Mal.
5. The D.P. & R.D.O., Jalpaiguri.
6. The Dy. Collector -in-Charge, Nezarath Section, Jalpaiguri.
7. The Dy. Collector-in-Charge, Election Section, Jalpaiguri.
8. The Dist. Information & Cultural Officer, Jalpaiguri.

**District Panchayat Election Officer
&
District Magistrate, Jalpaiguri**