

**OFFICE OF THE COLLECTOR, KANDHAMAL, PHULBANI**

No. 1454 / GP. Date 18.11.2021

**TENDER/QUOTATION CALL NOTICE**

Sealed Quotations/Tenders are invited from the intending GST registered firms/Govt. recognized co-operative organizations for supply of Election materials (List enclosed) to be used during conduct of General Election to PRIs, 2022.

The sealed quotation/tenders should reach on or before **30.11.2021 at 3.00 PM in the District Panchayat Office, Kandhamal, Phulbani through registered/speed post only**. The cover containing tender papers should be super scribed as "**TENDER FOR ELECTION MATERIALS**".

The quotation will be opened by the Purchase committee on **30.11.2021 at 5.00 PM** in presence of the Quotationers or his/her authorized Agent in the office chamber of the Sub-Collector, Khandmal. If nobody is present from the side of the quotationer/s at the scheduled date and time, the committee will not wait for opening of the quotation.

Quotations/Tenders will not be accepted / entertained after expiry of the due date and time as above.

The Quotations/Tenders should accompany with the following documents.

1. E.M.D of Rs.10000/- (Rupees Ten thousand) only in shape of Bank Draft in favour of the District Panchayat Officer, Kandhamal, Phulbani.
2. Up to date VAT/GST clearance, Income tax return of last three years i.e. 18-19, 19-20 & 2020-21 and Copy of PAN card.
3. Sample is to be produced before the committee at the time of opening of tender for verification.
4. The rate of the article should be quoted inclusive of all taxes i.e. GST, Entry Tax etc. as per Govt. guideline and rate should be valid for one year from the date of finalization of tender. No extra cost will be given for transportation of the article. The rate of the article is negotiable. Supply is to be made at District Panchayat Office, Kandhamal, Phulbani.
5. The quotation will be summarily rejected if sample is not produced.

The quotation received without fulfilling the above terms and conditions shall be treated as prima facie rejected and shall not be taken into consideration.

The successful tender/tenders should deliver the article within 15 (fifteen) days from the date placement of supply order, failure to deliver within the stipulated period shall result forfeiture of the EMD to Govt. and alternative action will be taken by the authority.

The authority reserves right to accept or reject the quotation without assigning any reason thereof. No intimation will be given to the party in this matter. The authority is also not bound to accept the lower price subject to quality.

  
**Collector,**  
**Kandhamal, Phulbani.**

Memo. 1455 /Date. 18.11.2021

Copy to the Secretary, State Election Commission, Odisha, Bhubaneswar for information and necessary action.

Copy to the Notice Board of Collectorate/ Sub-Collector's Office, Phulbani/ Balliguda/ DRDA, Phulbani/ All Tahasildars/ All Block Development Officers/ All CDPOs of Kandhamal district/ BM, TDCC, Balliguda/ DIPRO, Phulbani/ GM, DIC, Phulbani for information and wide publicity.

Copy to the DIO, NIC, Kandhamal, Phulbani for information with a request to publish the Advertisement in the district website [www.kandhamal.nic.in](http://www.kandhamal.nic.in).

Copy to the Steno to ADM, Kandhamal for information and necessary action.

Copy to members of purchase committee for information with request to remain present on 30.11.2021 at 5.00PM in the office Chamber of the Sub-Collector, Khandamal, Phulbani to finalise the process of tender.

  
Collector,  
Kandhamal, Phulbani

Sl.No	Name of the Material	Quantity	Rate (in Rs.) as approved by SEC	Norms
1	Full scape paper	4 pieces	3.00	Consumable item for each booth
2	Pin	1 small packet	7.50	-do-
3	Sutuli	1 small bundle	7.50	-do-
4	Sealing Wax	10 pieces	30.00	-do-
5	Gum Paste	1 bottle	15.00	-do-
6	Match box	1	1.00	-do-
7	Carbon Paper	4 sheets	5.00	-do-
8	Flexible wire	1 small piece	5.00	-do-
9	Candle	2 pieces	9.00	-do-
10	Pencil	3	6.00	Non Consumable item to use 3 times
11	Ball Pen	3	10.00	-do-
12	Ink Pad and ink	2	30.00	-do-
13	Pusher	1	3.00	-do-
14	Blade	1	1.00	-do-
15	Cloth	1 Mtr	15.00	-do-
16	Oil container	1	15.00	-do-
17	Metal rule to detach ballot paper	1	5.00	-do-
18	Wet sponge	2	10.00	-do-
19	LED Lamp	1	100.00	-do-
20	Empty small plastic bottle	1	3.00	-do-

**RATE AND QUANTITY OF COUNTING MATERIAL**

SL. No	Name of item	Quantity	Rate	
1	Knife	1	10.00	
2	Pencil/Ball point pen	3	10.00	
3	Full scape paper	4 pieces	3.00	
4	Paper weight	10	100.00	
5	Tray as per number of Candidates	10	500.00	
6	Rubber band	1 packet	5.00	
7	Water Sponge	2	10.00	