



OFFICE OF THE DISTRICT ELECTION OFFICER &
COLLECTOR, SAMBALPUR

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No.

290

/Elec.

Date:

03-02-2019

SHORT TENDER CALL NOTICE

Sealed Tenders are invited from the intending/ authorized firms having valid GSTIN, PAN Numbers for video recording and still photography of critical and important events/ training centres/ events on political processions/ meetings/FS/SST/VST of voting wherever necessary/ counting of votes, etc in connection with General Election-2019. The tenderers are required to quote the price against each item including all taxes, manpower, transportation and other expenses. Final selection of bidder/ tenderer will be made on the basis of lowest price offered by the quotationers subject to fulfillment of other conditions decided by the authority. The quotation paper should reach in the office of the undersigned on or before 11.02.2019 by 5.00 PM by Registered Post/ Speed Post only. No tender paper will be received by hand or by any other means. The tender will be opened on 12.02.2019 at 4.00 PM in the Special Circuit House, Sambalpur. The Tenderer shall mention on the cover of the tender envelope the "TENDER FOR VIDEO RECORDING & STILL PHOTOGRAPHY IN CONNECTION WITH SIMULTANEOUS GENERAL ELECTION 2019". The details of the terms and condition of the tender is Annexed in "Annexure-A".

The undersigned reserves the right to cancel/reject any or all quotation paper without assigning any reason thereof.

District Election Officer &
Collector, Sambalpur

Memo No 291 /Elec. Date 03-02-2019

1. Copy to Notice Board.
2. Copy to the DIO, NIC for information and he is requested to host the quotation call notice in the official website of Sambalpur District <http://sambalpur.nic.in>
3. Copy to ERO-cum-Sub Collector, Sambalpur/Kuchinda/Rairakhol for wide publication.

District Election Officer &
Collector, Sambalpur

Memo No 292 /Elec. Date 03-02-2019

Copy submitted to Joint Chief Electoral Officer-cum-Joint Secretary to Government, Home (Election) Department, Odisha, Bhubaneswar for information and necessary action.

District Election Officer &
Collector, Sambalpur

**TENDER FOR VIDEOGRAPHY AND
STILL PHOTOGRAPHY DURING
SIMULTANEOUS GENERAL
ELECTION 2019**

**DISTRICT ELECTION OFFICER,
SAMBALPUR**

IMPORTANT INFORMATION

| | |
|----------------------------------|---|
| Non refundable Tender Cost | Rs.500/- (Rupees five hundred) only in cash or through Demand Draft from Nationalised or Scheduled Bank, drawn in favour of District Election Officer & Collector, Sambalpur |
| EMD | Rs.5,000/- (Rupees five thousand) only in the form of Demand Draft from Nationalised or Scheduled Bank, drawn in favour of District Election Officer & Collector, Sambalpur The Tender without EMD will be liable for rejection. |
| Last Date for Submission of Bids | Date:11.02.2019 at the Office of District Election Officer & Collector, Sambalpur through Registered or Speed Post only. |
| Opening | 12.02.2019 at 4.00 PM in the Spl. Circuit House, Sambalpur |

Sealed Tenders are invited for Videography and Still Photography during Simultaneous General Election, 2019. Bidders has to quote the price for the above activities with the various provisions contained in the Tender document. The video recording & still photography of the critical & important events/training centres/events on political processions/meetings/FS/SST/VST of voting wherever necessary/ counting of votes etc. in each Assembly Constituency area as per direction of the Returning Officer concerned.

The hiring rate chart per polling station for Videography and Still Photography should be quoted inclusive manpower and all taxes i.e. GST, Entry Tax etc. as per Govt. guidelines and rate should be valid for one year from the date of finalization of Tender. The rate of the article is negotiable.

The bidder whose Tender will be accepted as final bidder shall have to execute an agreement with the DEO & Collector, Sambalpur in non judicial stamp paper with Rs.10.00 (Rupees Ten) only in the same day of acceptance. The successful bidder shall provide required manpower for Videography and Still Photography with the necessary equipments during Simultaneous General Election 2019 when and wherever necessary. Deviation if any shall be resulted forfeiture of security deposit to Government and action will be taken by the authority as per law.

DOCUMENT SUBMISSION

1. A letter from the Bidder
 - a) Describing the qualifying technical competence and experience of the bidder.
 - b) Certificate to the effect that, the period of validity of bid is one year from the date of submission of bid.
2. The profile of the bidder
3. CGST/OGST Clearance Certificate
4. PAN Card copy
5. EMD in the form of Demand Draft from Nationalised or Scheduled Bank, drawn in favour of District Election Officer & Collector, Sambalpur payable at District Headquarter.
6. Declaration on acceptance of terms and conditions
7. Submission of specifications and details of the equipments and total manpower to provide at a time during Simultaneous General Election, 2019.
8. The hiring rate chart for Videography and Still Photography with manpower as per specification in Annexure-I.

TERMS AND CONDITIONS

1. The bidder shall submit all the documents as mentioned above. If any bidder fails to submit any documents, that tender will be liable for rejection.
2. The tender without EMD will be liable for rejection.
3. The bidder shall not be blacklisted by any Government Organisation.
4. The Videography and Still-Photography should have clarity.
5. The bidder after completion of Videography and Still Photography, all the data to be arranged on the Hard Disks and hand over to the DEO & Collector. After handing over the data, the bidder shall not retain any video or data in their computers or in any form in storage with them.
6. The Videography and Still Photography personnel should reach the instructed destination on their own cost. No extra transportation charges will be paid.
7. If any dispute arises the matter shall be referred to selection committee for settlement of dispute and the decision will be final.
8. The price quoted by the bidders shall be valid for the period of one year from the date of signing of agreement/ finalization of the tender.
9. The authority reserves all rights to accept or reject the tender without assigning any reason thereof.

SPECIFICATION AND RATE CHART

| Sl. No. | Item | Rate |
|---------|-------------------|--|
| 1 | Videography | Charge per Day |
| 2 | Still Photography | Charge per Day Rate for printing of photographs per piece along with size |