

জেলাশাসক ও জেলাসমাহর্তার কার্যালয়  
পূর্ব মেদিনীপুর  
গ্রাম : গনপতিনগর, পোঃ- উত্তর সোনামুই, থানা : তামলুক ;  
জেলা : পূর্ব মেদিনীপুর, পিন : ৭২১৬৪৮  
ফোন নং : ০৩২২৮ ২৬২০৯৮ ফ্যাক্স : ০৩২২৮ ২৬২৩০০  
(সংস্থা বিভাগ) :: ব্লক 'এ', চতুর্থ তল।



Office of the District Magistrate & Collector  
Purba Medinipur  
Vill.-Ganapatnagar, P.O.- Uttar Sonamui, P.S. : Tamluk ;  
Dist : Purba Medinipur, Pin : 721648  
Phone No : 03228 262098(O) / 262300(Fax)  
Email: establishmentdmpm@gmail.com  
(Establishment Section) :: Block – 'A', 3<sup>rd</sup> Floor.

Memo No. 09 / Mat. Cell

Dated: 22 /02/2021

### TENDER NOTICE

Sub: Item Rate for supply of Polling Materials & Printing of forms etc. in connection with the Ensuing 17<sup>th</sup> West Bengal Legislative Assembly Election'2021.

Sealed Tenders are hereby invited for the items mentioned in the enclosed Annexures from bonafide, reputed and experienced Company / Traders /Agency/ Press/ Printers / General Suppliers for Rates of Stationery Materials and Printing of Forms, Covers, Envelops, Identity Cards etc. in connection with 17<sup>th</sup> West Bengal Legislative Assembly Election'2021. Sealed Rate Quotations should be dropped in the Tender Box placed in the office chamber of the Sr. Deputy Collector, Purba Medinipur upto **12:00 pm on 01.03.2021** and will be opened on the same date at **01:00 pm** in the Meeting hall of new building Purba Medinipur Collectorate at Ganapatnagar in presence of the bidders or their authorized representatives. The scrutiny will also take place at the same time. All bidders are requested to remain present at the time of tender opening and scrutiny along with samples.

Copy of current and valid documents on GST registration, Professional Tax, PAN Card, Credential Certificate of similar work and Earnest Money in the form of Bank Draft in favour of the District Magistrate and Collector, Purba Medinipur of Rs 20,000.00 (Rupees Twenty thousand only) must be submitted along with the sealed quotation. The list of materials to be supplied are enclosed with the notice. All the suppliers shall have to furnish sample of each materials to be supplied, in addition to item-wise rate of each form. In addition to that the supplier whose rate will be accepted shall have to submit the approved sample of each items to Sr. Deputy Collector, Purba Medinipur before actual supply of the materials.


Tender should be submitted in sealed envelope superscribed with "Tender for Polling Materials & Printing of forms etc. in connection with the West Bengal Legislative Assembly Election'2021" and should be addressed to the District Magistrate and District Election Officer, Purba Medinipur. **Tenders received in the Tender Box within the stipulated date and time will only be considered.**

### TERMS AND CONDITIONS

1. The undersigned reserves the every right to reject any or all of the quotation/Tenderer without assigning any reasons thereof.
2. The undersigned reserves the right to reduce or to increase the quantity of the above mentioned articles. If the number of the articles is increased the supplier should be ready to supply those on a very short notice.
3. The Tenderers are required to quote the rates of each item separately.
4. They are also to submit the sample of the materials along with the rates. In case any Tenderer does not include the samples with his/her quotation, his/her bid shall not be opened and shall not be considered. Decision of the Authority, Purba Medinipur in this regard shall be final.
5. In case of failure to supply the articles within specified time, the earnest money will be forfeited and legal action will be taken.
6. The rates should be inclusive of all taxes, delivery cost etc. and once quoted, the rate shall remain valid till the Completion of the Election process.

7. The required quantity of the materials will have to be supplied at the office within the prescribed time limit from the date of issue of Work Order to the concerned Office and the same may be changed if any need arises.
8. The specification of the sample of materials may be seen in the Office of the District Magistrate & Collector, Purba Medinipur, (Establishment Section) on any working day during the office hours (11 am - 3 pm).
9. If any consignment is found to be different from the approved specification, the same will be liable to be rejected and the supplier will be bound to re-supply as per the approved specification within the specified period and in case of failure, the earnest money will be forfeited and the supply order may be awarded to another Tenderer as per norms. No payment shall be made for the rejected consignment.
10. The cost of delivery to the items shall be borne by the Tenderer. Items must be delivered within the stipulated period as may be given in the supply order.
11. The rates quoted should be inclusive of all taxes, delivery charges etc.
12. No extra cost towards transportation of supplied materials will be borne from this end.
13. If the supplied articles are found to be of inferior quality than the approved samples, the supplier shall be bound to replace them with articles as per approved samples within 24 hours and no payment shall be made in respect of the inferior articles.

Encls. Asstated.

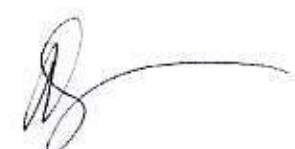
  
**Additional District Magistrate (Dev)  
Purba Medinipur**

**Memo No. 09/1(14)**

**Dated: 22 /02/2021**

Copy forwarded for information and wide publicity through notice board to:-

1. The Superintendent of Police, Purba Medinipur.
2. The Sub-Divisional Officer (All), Purba Medinipur
3. The Project Director, Purba Medinipur Zilla Parishad.
4. The Secretary, Purba Medinipur Zilla Parishad
5. The District Panchayat & Rural Development Officer, Purba Medinipur
6. The District Planning Officer, Purba Medinipur
7. The Nezarath Deputy Collector, Purba Medinipur
8. The Block Development Officer (All), Purba Medinipur.
9. The Treasury Officer, Purba Medinipur.
10. The D.I.O. (NIC) with a request to upload in the website [www.Purba Medinipur.gov.in](http://www.Purba Medinipur.gov.in) / notice board
11. The D.I.C.O., Purba Medinipur. He is requested to publish the following tender notice in the local leading newspaper. "Sealed quotations are hereby invited from bonafide experienced firms/suppliers/printers for printing of different Covers, Forms and Stickers & Badges for use in the ensuing West Bengal Legislative General Election 2021 in the prescribed forms available in the Forms & Materials Cell of the District Magistrate office Purba Medinipur, on any working day or may be downloaded from the website [purbamedinipur.gov.in](http://purbamedinipur.gov.in).
12. CA to the District Magistrate, Purba Medinipur.
13. CA to Addl. District Magistrate (Gen./Try/ LR/Dev.), Purba Medinipur.
14. Office Notice Board.

  
**Additional District Magistrate (Dev)  
Purba Medinipur**

**List of Articles for supply of the following Materials, in connection  
with the Ensuing 17<sup>th</sup> West Bengal Legislative Assembly Election'2021**

Sl. No.	Name of Item	Specification	Rate For	Quoted Rate inclusive all taxes (Rs.)
1	Distinguishing Mark (Rubber Stamp)	Good quality (Polymer)	@Rs. /100	
2	Galvanized trunk	34"x20"x12"(0.45 mm Gi sheet)	@Rs. /pc	
3	Metal seal	Half	@Rs. /pc	
4	Metal seal	Full	@Rs. /pc	
5	Plastic Container (Box)	36 cm X 25 cm X 13 cm	@Rs. /100	
6	Rubber Stamp (Polymer)	Good quality	@Rs. /pc	
7	Rubber Stamp (Polymer)	4 lines and above	@Rs. /pc	
8	Rubber Stamp (Polymer) (3 cm x 1.5 cm)	Oval Shaped	@Rs. /pc	
9	Steel Trunk ( Galvanized ) and three nos stiffeners at the top and inner long side	Size - 30" thickness of GI sheet - 0.45 mm)	Rate/ Piece	
10	Anti bacterial Soaps	10 gm	@ Rs. / 100	
11	Voting Compartments shall be in three folds with dimension of 24" x 24" x 30" ( L x W X H). Height will be 30" mandatory. Made only corrugated Plastic sheet ( Flex Board) of steel grey colour, which is opaque and reusable.	24" x 24" x 30" ( Length x Width x Height). Three fold will be tied up rigidly and properly and one circular hole ( 1" dia ) will be at the bottom of the middle board.	@ Rs. / PC	
12	Rubber Stamp ( Polymer)	25mm x 20mm ) 3 lines	@ Rs. / PC	
13	Big size Polymer Stamp with handle	5" x 1.5"	@ Rs. / PC	
14	Facsimile Polymer Stamp	50 MM x 20 MM	@ Rs. / PC	
15	Polymer Stamp with handle ( Big size)	5" x 4"	@ Rs. / PC	
16	Pre-Ink Facsimile Polymer Stamp	30 mm x 30mm	@ Rs. / PC	
17	Returning Officer Round Stamp	30 mm x 30mm (Round)	@ Rs. / PC	
18	Returning Officer Line Stamp	35mm x 8mm (two lines)	@ Rs. / PC	
19	Rubber Stamp	8mm x 3.5mm ( two lines	@ Rs. / PC	
20	Rubber Stamp	50 mm x 20 mm ( three lines)	@ Rs. / PC	
21	Big Size Polymer stamp under table Bid Quotation	80 mm x 50 mm	@ Rs. / PC	
22	Plastic Box for VV PAT battery (transparent)	6 ½" x 9 ½" x 4" with hinch & lock	@ Rs. / PC	
23	Acrylic sheet transparent Pigeonhole Framework 30" x 12" x 4"	( 15 no. of holes & each hole 6"x4"x4"	@ Rs. / PC	
24	Acrylic sheet transparent Pigeonhole Framework 24" x 12" x 4"	( 12 no. of holes & each hole 6"x4"x4"	@ Rs. / PC	
25	Container made of Ply wood with lid & lock key for drawing lots for AC wise Paper cards in VVPAT counting booth	30" x 12" x 12"	@ Rs. / PC	
26	Packet of lime for Marker to demonstrate social Distance	Good Quality 250 gm per packet	@ Rs. / PC	
27	Plastic Tray Big	15" X 12"	@ Rs. / PC	