

**Office of the Deputy Commissioner
&
District Election Officer(DC & DEO),Yadgir**

:: Tender Document ::

**TENDER INVITED FOR SUPPLY OF ELECTION
STATIONARY MATERIALS FOR FORTHCOMING
GENERAL ELECTIONS TO LOK SABHA, 2019**

SHORT NOTICE INVITING e-TENDER (SNIT)
(Electronic mode only)

No:Rev:: RD/2018-19/IND965

Date: /03/2019

Bids are invited by Deputy Commissioner & District Election Officer, Yadgir (DC & DEO Office, Yadgir) for supply of Election Stationary Materials to DC & DEO Office, Yadgir and its Sub-ordinates Offices in Yadgir District in two bids i.e., Eligibility and Financial bid from registered, well established, reputed Organizations / Agencies / Suppliers/Dealers / Proprietors who fulfill the eligibility criteria and had proven track record in the field of **Supply of Election Stationary Materials**.

| Sl. No | Item | Particulars |
|--------|---|--|
| 1. | Description of Work | Procurement of Election Stationary Materials for DC & DEO Office, Yadgir and its Sub-ordinates Offices in Yadgir District as mentioned in the specification to Lok Sabha General Elections, 2019 |
| 2. | Mode of Tendering | e-Tendering |
| 3. | e-Tendering Website | http://eproc.karnataka.gov.in/ |
| 4. | Tender Value | Rs. 12.00 Lakhs |
| 5. | Earnest Money Deposit(EMD) | Rs. 1.20 Lakhs |
| 6. | Mode of EMD | To be paid online |
| 7. | Last Date and Time for reply to clarifications | 18-03-2019 11:00:00 |
| 8. | Last Date and Time for Online submission of bids | 18-03-2019 16:00:00 |
| 9. | Date and Time for opening of Eligibility bids(Technical Bids & FINANCIAL) | 19-03-2019 16:01:00 |
| 10. | Date of Opening of Financial Bids | - |
| | Period of tender | From the date of notification to poll day |

Bids not conforming to the requirements mentioned above and as laid down in the terms and conditions or non submission of EMD online at the time of opening of the technical bid are liable to be summarily rejected. The decision of The Deputy Commissioner & Dist .Election Officer, Yadgir for purpose of Eligibility & Technical Qualification / Commercial Bid shall be final and binding to all the tenderers/bidders.

1. The Bidder is expected to carefully examine the specifications and terms & conditions of the Tender. Failure to furnish all information required in the Tender or submission of a bid not substantially responsive to the Tender in every respect will be at the Bidder's risk and may result in the rejection of the bid.
2. The Bidder should use the electronic mode of tendering using the website eproc.karnataka.gov.in to submit his best possible bid /quote for the item given therein.
3. Late submission of bids will not be permitted by the e-Tendering System.
4. Last minute submission of bids should be avoided. As such, Tenderer will not be responsible for any failures in submission of bids.
5. Incomplete or Conditional bids will be summarily rejected.
6. For any of the assistance regarding participation in the e-Tender contact Election branch, Deputy Commissioner office, Yadgir. Tel No: 08473-253705 email:deo.yadgir@gmail.com

-Sd-
DC & DEO, Yadgir

SCOPE OF WORK

Deputy Commissioner & District Election officer, Yadgir inviting tenders for Procurement of Election Stationary Materials DC & DEO Office, Yadgir and its Sub-ordinate Offices in Yadgir District as mentioned in the specification for forthcoming Loksabha General Elections, 2019

The intending bidders may visit the office notice board of Deputy Commissioner & District Election Officer, Yadgir & "<https://www.yadgir.nic.in>" for notice & other details. But submission of bid will be online only.

DEFINITIONS & ACRONYMS

In this tender document and associated documentation, the following terms shall be interpreted as indicated below:

SHORT TITLES USED IN THE TENDER DOCUMENT

| Sl. No | Titles | Details |
|---------------|---------------------|---|
| 1. | GoK | Government of Karnataka |
| 2. | DC & DEO, Yadgir | Deputy Commissioner & District Election Officer, Yadgir |
| 3. | CEOK | Chief Electoral Officer, Karnataka |
| 4. | Bidder/Tenderer | Means vendor who submits Bid in response to this tender document |
| 5. | Bids | Means Online Bid submitted by bidders in response to the tender issued by the DC & DEO, Yadgir |
| 6. | Contractor/Supplier | Means The successful Bidder to whom tender is awarded |
| 7. | Contract | An agreement signed by the contractor against the Tender |
| 8. | Non-responsive | Failure to furnish complete information in a given format and manner required as per the tender documents or non submission of tender bid in given Forms/Pro-forma or not following procedure mentioned in this tender or any of required details or documents is missing or not clear or not submitted in the prescribed format or non submission of tender fee or EMD |
| | Services | Means the work to be performed by the bidder pursuant to this tender and to the contract to be signed by the parties in pursuance of any specific assignment awarded by the Department. |
| | EMD | Earnest Money Deposit |
| | PAN | Permanent Account Number. |
| | PBG | Performance Bank Guarantee |
| | ICT Equipments | Computer systems, Printers, Mobility devices, etc |
| | Personnel/ Manpower | Means professional and support staff provided by the bidders to provide training or perform services to execute an assignment and any part thereof |
| | RO | Means Returning Officer |
| | DEO | Means District Election Officer |
| | Nodal Officer | Means Official deputed as Nodal officer for different works by DC & DEO |
| | ECI | Election Commission of India |
| | SNIT | Short Notice Inviting e-Tender |

Invitation For Bids (IFB)

1. Deputy Commissioner & District Election officer, Yadgir inviting tenders for Procurement of Election Stationary Materials for DC & DEO ,Yadgir Office and its Sub-ordinates Offices in Yadgir District as mentioned in the specification .

Tenderer / Bidder should submit the proposal on the <http://eproc.karnataka.gov.in/>. The first part will consist of Eligibility Proposal and the second part will consist of Financial Proposal.

2. Complete bid document terms and conditions and tender form containing all the details have been published on the websites www.yadgir.nic.in.
3. The Bids can be submitted up to date and time given in SNIT.
4. An Earnest Money Deposit (E.M.D.) of Rs. 1.20 Lakhs should be provided by the tenderer / bidder interested in the respective category. The EMD has to be paid online before the last date and time for online submission of bids as given in the SNIT. EMD in any other form will not be accepted.
5. Bids would be considered only in the prescribed form/ document. Bids not submitted in prescribed format will be summarily rejected.
6. The eligibility Bid will be opened as per schedule in SNIT .The qualifying bids of the eligibility evaluation process shall only be considered for further evaluation of Financial Bid. The Financial bid will be opened in time as mentioned in the SNIT
7. No contractual obligation whatsoever shall arise from the Tender Document/ bidding process unless and until a formal contract is signed and executed between the tendering authority and the successful bidder.
8. DC & DEO, Yadgir may extend the date for submission of Bids. In such cases all rights and obligations of the DC & DEO, Yadgir and bidders previously subject to the deadline will thereafter be subject to the deadline as extended. Any such extensions shall be informed to bidders through corrigendum issued on e-tendering portal/ DC Office, Yadgir Website.
9. Bidders desirous of using NEFT/RTGS or OTC mode for making payments must download challan only from the e-procurement portal and not use any other challan form.
10. The Bidder shall be deemed to have satisfied himself fully before Bidding as to the correctness and sufficiency of its Bids for the contract and price quoted in the Bid to cover all obligations under this Tender.
11. It must be clearly understood that the Terms and Conditions and specifications are intended to be strictly enforced. No escalation of cost in the Tender by the Bidder will be permitted throughout the period of Agreement or throughout the period of completion of contract whichever is later on account of any reasons whatsoever.

12. The Bidder shall be fully and completely responsible to DC & DEO, Yadgir for all the deliveries and deliverables.
13. Bidders shall not make attempts to establish unsolicited and unauthorized contact with the Tender Inviting Authority, Tender Scrutiny Committee, Tender Accepting Authority, after the opening of the Tender and prior to the notification of the Award and any attempt by any Bidder to bring in extraneous pressures on the Tender Accepting Authority shall be sufficient reasons to disqualify the Bidder.
14. Notwithstanding anything mentioned above, the Tender Inviting Authority or the Tender Accepting Authority may seek clarifications from the Bidders relating to the tenders submitted by them during the evaluation of tenders.
15. Due to security reasons, the bidder is required not to disclose that they are bidding for this assignment, or in any way disclose that they are performing this assignment to any third party without the consent of the Nodal Officer or the Contracting Authority.
16. DC & DEO, Yadgir disclaims any factual/ or any other errors in this document (the onus is purely on the individual bidders to verify such information) and the information provided herein is intended only to help the bidder to prepare a logical bid-proposal.

Eligibility Criteria & Mandatory Conditions:

The tenderer / bidder must fulfill the following eligibility conditions and must also submit documentary evidence in support of fulfilling these conditions while submitting the Technical Bid. The scanned copy/copies of these documents should be uploaded on the e-tendering website during submission of bids before its last date. Failure to comply with these requirements may result in the bid being rejected.

Note: Tenderers / Bidders should read these conditions carefully and comply strictly while submitting their Bids.

Note: Financial bids shall be opened and considered of only those bidders who qualify in the eligibility/technical bids process.

PRE-QUALIFICATION CRITERIA FOR TENDERER / BIDDER FOR THE PURPOSE OF QUOTING IN THIS TENDER:

| S1. No | Clause | Documents require |
|--------|---|---|
| 1. | Current Trade License for 2018-19 | Trade License Certificate from Municipal Corporation |
| 2. | The Tenderer / Bidder must submit their valid PAN, GST Registration Certificate. | Valid PAN/GST Registration |
| 3. | Income Tax Return for last 3 Assessment Year | 1. IT Return to be certified by CA 2. Copies of Audited Profit & Loss Account Statements for the last three Financial Years. |
| 4. | Profession Tax Registration Certificate | Current valid certificate obtained from Commercial Tax Dept. |
| 5. | The Tenderer / Bidder should have a positive net worth with cumulative turnover of Rs. 10.00 Lakhs during the last 5 financial years. | 1. Balance sheet clearly indicating the Year & Turnover details. OR 2. CA Certificate showing Turn over details. OR 3. Bank Statement Certified by Bank Manager |
| 7. | Not have been blacklisted by the Depts./Ministries of the Govt. of India or Karnataka/ PSUs/Autonomous Bodies. | Declaration has to be submitted in the prescribed format (In Annexure – I) |

NOTE:-

- ➔ Tenderer / Bidders are requested to upload a scanned copy of the original documents as valid documentary proof with self attested copies
- ➔ Any registered, well established, reputed Organizations / Agencies / Suppliers/Dealers / Proprietors who is brought into the firm after the publication of tender notice shall not be considered for fulfilling this eligibility criterion.
- ➔ Only one bid is permitted by a single Tenderer/Bidder. A Tenderer/Bidder found to be submitting more than one Bid in different firm names, then such a bid of the tenderer/bidder shall be disqualified and his/her technical bid shall not be opened/considered and the EMD forfeited.
- ➔ Keeping in mind the local service setup and accessibility required to extend support /services during the operational period, it is considered essential that the bidder should be able to execute and integrate all the items mentioned in the tender into a single solution/platform.

Forfeiture of EMD:

The EMD taken from the tenderer/bidder shall be forfeited in the following cases:-

- If the tenderer/bidder withdraws or modifies his bid proposal after opening of bids or during the period of bid validity or its extended period, if any; or

- In the case of a successful tenderer/bidder, the tenderer/bidder fails to sign the contract for any reason not attributable to the DC & DEO, Yadgir
- During the bid process, if a tenderer/bidder indulges in any such deliberate act which would jeopardize or unnecessarily delay the process of bid evaluation and finalization.
- During the bid process, if any information submitted by the bidder is found wrong / manipulated / hidden in the bid.
- In case of failure of the tenderer/supplier to execute the contract as per the terms and conditions and to the full satisfaction of the DC & DEO, Yadgir the EMD of the firms shall be forfeited.

Tenders without valid E.M.D. at the time of opening of the technical bid will be rejected.

Clarification and Amendment of Bidding Document

1. Interested tenderer/bidder may visit Deputy Commissioner Office, Mini Vidhan Saudha, Chittapur Road Yadgir during the working hours on or before **/03/2019 up to 03.00pm.**
2. As a result of pre-bid queries, if modifications in the bidding document, specifications of services and/ or goods are considered necessary, they may be done by issuing a addendum/ corrigendum and the corrigendum/ addendum will be placed on all the websites as specified in the SNIT.
3. The tendering authority reserves the right not to respond to any/all queries raised or clarifications sought if, in their opinion and at their sole discretion, they consider that it would be inappropriate or do not find any merit in it.

Amendment of Bidding Document

1. At any time prior to the deadline for submission of the Bids, the tendering authority may amend the Bidding document by issuing Corrigendum/ Supplement.
2. Any Corrigendum/ Supplement issued shall be a part of the Bidding document.
3. To give prospective Tenderers / Bidders reasonable time in which to take a Corrigendum/ Supplement into account in preparing their Bids, the tendering authority may, at its discretion, extend the deadline for the submission of the Bids.
4. Any change in date of submission and opening of bids would be published/communicated in the websites mentioned in the SNIT.

Submission and Opening of Bids:

The tenderer / bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any

additional information required by DC & DEO , Yadgir to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process. DC & DEO,Yadgir will be in no case responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

Validity of Bids:

1. Bids shall remain valid for 180 days from the date of bid opening as prescribed by Tendering Authority. A Bid valid for a shorter period shall be rejected and treated as nonresponsive.
2. In exceptional circumstances, the Tendering Authority may solicit the Tenderer's/Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing (letter/e-mail).
3. **SELECTION CRITERIA:** The lowest rate quoted for the Stationary items required for forthcoming Lok Sabha Election 2019 along with other Terms & Conditions will be eligible criteria for selection of the lowest bidder.
4. Vague and conditional offer shall not be considered.
5. All instructions which are necessary for execution of the work, shall be issued by the DC & DEO ,Yadgir . The DC & DEO, Yadgir reserves the right to accept or reject tender without giving any reason.
6. **Arbitration:** The decision of the DC & DEO , Yadgir as to whether the goods conform or not to respective specification or whether the same are of good quality or not, shall be final.
7. All litigations arising out of above terms & conditions shall be subject to the jurisdiction of Court at Yadgir.
8. **Terms of Payment** to the Supplier/ Successful Bidder will be made only if work is satisfactorily completed by the him. The TDS & GST at the source will be deducted as per the Govt. rule and regulations.
9. **Right to reject the tender:** The DC & DEO,Yadgir reserves the right to reject any or all tenders without any assigning reasons thereof.

Clarification of Bids

1. To assist in the examination, evaluation, comparison and post qualification of the bids,the tendering authority may, at its discretion, ask any tenderer /bidder for a clarification of his/her bid. The tendering authority's request for clarification and the response shall be in writing or email.
2. Any clarification submitted by a tenderer/bidder with regard to his/her bid that is not in response to a request by the tendering authority shall not be considered.

3. No change in the prices or substance of the bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the tendering authority in the evaluation of the Commercial/ Financial Bids if any.

Evaluation of Financial Bids

1. Conditional bids are liable to be rejected. However, financial implication of conditions may be worked out and added to the quoted price.
2. The evaluation shall include all costs and all taxes and duties applicable to the bidder as per law of the Central / State Government/ Local Authorities.
3. The offers shall be evaluated and marked L1, L2, L3 etc. L1 being lowest offer and then others in ascending order for each item.
4. The Tendering Authority / designated Tender Evaluation Committee shall prepare a comparative statement in tabular form and its report on evaluation of financial bids and with the recommendation to sanction the best offer to the DEO for approval
5. In case of the lowest total value quoted are same by different bidders, the tendering authority reserves the right to give the work-order to any of those bidder (with same lowest values) taking into consideration the interest of the State.

Tendering authority's Right to Accept/ Reject any or all of the Bids:

The tendering authority reserves the right to accept or reject any bid, and to annul (cancel) the bidding process and reject all Bids at any time prior to Contract award, without thereby incurring any liability to the tenderer(s)/bidder(s) or any obligation to inform the affected tenderer(s)/bidder(s) of the grounds for the Purchasers action.

1. The Purchaser/ Bidding Authority reserves the right to accept any Bid not necessarily the lowest, reject any Bid without assigning any reason.
2. The contractor(s) shall not assign or sub-let his contract or any substantial part thereof to any other agency.

Security Deposit:-

1. The security Deposit @ 10% of the work value has to be submitted by successful bidder while signing agreement/Contract with Tendering Authority.
2. In addition to Security Deposit, EMD will be kept with Tendering Authority and both will be returned after successful completion of the work as specified in the work order.

Terms of Payment

The payment towards the above project shall be as follows:

1. Bills should be presented by the supplier to DC & DEO, Yadgri immediately after the supply of the required stationary to DC & DEO Office, Yadgir or to its Sub-ordinate Office in Yadgir Dist.

2. DC & DEO, Yadgir shall make the payments upon receiving the bills from Successful bidder TDS & GST may be deducted as per rules.
3. Payment shall be made through cheque/NEFT/RTGS

General Terms and Conditions

1. The Supplier/Dealer, vendor whether an individual or agency should not have any political leaning or affiliation with any political party or candidate.
2. Tenderers should quote their rates for the free delivery at the office of the DC & DEO, Yadgir and to its Sub-Ordinate offices in Yadgir District.
3. The rates should be quoted inclusive of all taxes, installation & commissioning, charge etc.,
4. No Extra charge for packing, forwarding and insurance etc will be paid on the rates quoted.
5. The decision and right to acceptance or rejection without assigning any reasons any or all tenders in part or whole is reserved with the DC & DEO, Yadgir.
6. Article /Stationeries/ Materials of inferior quality of specification other than in the order specified and / or in complete broken will not be accepted. The supplier will have to replace the same at his own cost and risk. Intimation, of non acceptance of any materials/goods will be sent to the supplier within two days from the date of receipt in the stores and the will have to be taken back by the suppliers at this own cost and risk.
7. Supplier may ensure the goods at his own cost to safeguard the delivery of such goods dispatched by him to the consignee; the department will not be responsible for the damage or pilferage of goods during transit.
8. The rate should be quoted only per item specified in the list of requirement. In case rate quoted for items other than required specification will not be considered.
9. The successful tenderer/suppliers shall have to supply the materials/goods/articles/items ordered within 7 days from the receipt of the supply order.
10. All bills should be in DUPLICATE and should invariably mention the number and date of supply order.
11. The rates tendered should be for destination i.e., District Election Officer, Yadgiri and also considering its Sub-Ordinate Offices in Yadgir District and should include all taxes and levies. No carriage charges for transportation of goods shall be entertained by the Department
12. Payment shall be made after material is received in concerned stores and after properly brought on stock. No advance payment shall be made
13. The material not confirming to the specifications and requirements of the department shall be rejected and no payment shall be made for the supplies.
14. Rates offered by the successful Tenderers and acceptance of which is communicated to them, will under no circumstances be enhanced at any stage during the period of contract.

15. Rates offered once in the tender shall be treated as final and irrevocable and any later addition and intimation will not be entertained.
16. The District Election Officer , Yadgir reserves all rights to accept or reject all or any tender, in part or whole, without assigning any reasons.
17. The tender should furnish declaration regarding Blacklisting/Debarring to participate in the Government tender on the letter head. If the information provided found false the tender will be rejected and EMD shall be forfeited.
18. The rate offered will be valid for a period of one year from the date of opening of the tenders.
19. In case of failure to supply the store, materials etc. ordered for, as per conditions and within the stipulated time, the name articles will be obtained from the tenderer who offered next higher rates or from any other sources, as may be decided by the tender inviting Officer and the loss to the Government on account of such purchases(s) shall be recovered from the former contractor Security Deposit/Earnest Money or bills payable. The contractor shall have no right to dispute with such procedure.
20. All conditions mentioned above should be written , signed and notary to be done on Rs.100/- Stamp affidavit.

DECLARATION

(To be given on Company Letter Head)

To

Deputy Commissioner
Yadgir

Dear Sir,

1. I/We have read and understood the contents of the Tender and agree to abide by all the terms and conditions of this Tender.
2. I/We also confirm that in the event of my/our tender being accepted, I/we hereby undertake to furnish Performance Security, as applicable, in the format to be provided by your office as per-condition for obtaining the Supply / Purchase Orders.
3. I/We further undertake that none of the Proprietor/Partners/Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the Government have blacklisted/ banned / suspended business dealing.
4. I/We further undertake to report to the DC & DEO, Yadgir immediately after we are informed but in any case not later than 15 days, if any firm in which Proprietor /Partners/Directors are Proprietor or Partner or Director of such a firm which is **blacklisted/banned/suspended** in future during the currency of the Contract with you.

Yours faithfully,

(Signature of the Bidder)

Name:

Date:

Designation with Seal of the Firm

TENDER ACCEPTANCE LETTER**(To be given on Company Letter Head)**

Date :.....

To,

Deputy Commissioner
Yadgir**Dear Sir,**

1. I/We have downloaded/obtained the Tender Document(s) for the above mentioned Tender from the web site(s), namely, www.yadgir.nic.in and from website <http://eproc.karnataka.gov.in/>
2. I/We hereby certify that I/we have read the entire terms and conditions of the Tender Documents (including all documents like annexure (s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms and conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in totality/entirely.
5. I/We certify that all information furnished by our Firm is true and correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason thereof or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

PRICE BID UNDERTAKING

(To be given on Company Letter Head)

From

(Full name and address of the Bidder)

.....

.....

To,

Deputy Commissioner
Yadgir

Dear Sir/Madam,

1. I/We submit the Price Bid for **Stationery & Other Items for the year 2018-19** and related activities as envisaged in the Bid document.
2. I/We have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agreed to abide by them.
3. I/We offer to work at the rates and applicable taxes as indicated in the financial bid,

Yours faithfully,

Signature of authorized Representative with date

**PRICE BIDS
(SCHEDULE OF RATES)**

| Sl. No. | Description of Items | Unit | Rate per Unit | % of GST | Total figures upto 2 digits after decimal 6=(4+5) | Amount in words |
|---------|--|------------|---------------|----------|--|-----------------|
| 1 | 2 | 3 | 4 | 5 | 6=(4+5) | 7 |
| 1 | Pencil | 1 No. | | | | |
| 2 | Ball Pen(Blue & Red) | 1 No. | | | | |
| 3 | Thread Pins | Per Packet | | | | |
| 4 | Voting Compartment (Corrugated Plastica) | 1 No. | | | | |
| 5 | Gum Bottle(25 ml) | 1 No. | | | | |
| 6 | Cutter Blade | 1 No. | | | | |
| 7 | Candle Sticks – (5 inch) | 1 No. | | | | |
| 8 | Thin Twine Thread(20mtrs) | 1 Bundle | | | | |
| 9 | Metal Rule | 1 No. | | | | |
| 10 | Carbon Paper | 1 No. | | | | |
| 11 | Cloth or Rag for removing Oil,etc | 1 No. | | | | |
| 12 | Packing Paper Sheets | 1 No. | | | | |
| 13 | Plastic Cups /Empty Tin/Box for holding Indelible Ink Bottle | 1 No. | | | | |
| 14 | Drawing Pins | 1 Pkt | | | | |
| 15 | Rubber Bands (Small Packet) | 1 Pkt | | | | |
| 16 | Cello Tape (Small) | 1 NO | | | | |
| 17 | White Papers/Blank Papers | 1 Pkt | | | | |
| 18 | Copying Pencils | 1 Pkt | | | | |
| 19 | Cotton Tape | 1 Pkt | | | | |
| 20 | Gunny Thread (ಸುತ್ತುಳಿ) | 1 Pkt | | | | |
| 21 | Match Box | 1 Pkt | | | | |
| 22 | Polythene Bag to keep /Hold Stationary | 1 Pkt | | | | |
| 23 | Flexible Wire Pieces | 1 Kg | | | | |
| 24 | Metal Sealed for Presiding Officer | 1 No | | | | |
| 25 | RO Seal | 1 No | | | | |
| 26 | Distinguishing Mark Rubber Stamp | 1 No | | | | |
| 27 | Sketch Pen(Blue & Red) | 1 Pkt | | | | |
| 28 | Catridge 88A | 1 No | | | | |
| 29 | A4 Size Papers (75 GSM) | 1 No | | | | |
| 30 | Plastic Box 14 inch X 10 Inch X 5 Inch (Length X Breadth X Height) | 1 No | | | | |
| 31 | Mock Poll Seal 3 cms X 1.5 cms | 1 No | | | | |
| 32 | PS.NO Seal | 1 No | | | | |
| 33 | Konica Minolta Bizhub 206 Catridge | 1 No | | | | |
| 34 | Samsung Xpress 2876FD | 1 No | | | | |
| 35 | HP Catridge (88 A) | 1No | | | | |
| 36 | Self Inking Pad | 1No | | | | |
| 3F8 | Arrow Cross Mark Rubber Stamp | 1No | | | | |

