



O.No. 468 /Elec
Date : 16/03/2024 //

**TENDER CALL NOTICE FOR BARRICADING , TEMPORARY SHED & LIGHTING AT
KENDRAPARA AUTONOMOUS COLLAGE.**

Sealed tenders in the prescribed format are invited from the intending Suppliers/ Dealers/ Local Contractor/ Firms/ Company/ Tend house/ Authorized agencies for supply of goods & services/ construction of Temporary shed /Barricading Arrangement /Lighting in the dispersal & received center and counting hall at Kendrapara Autonomous College premises as per specifications annexed herewith for various work pertaining to the forthcoming Simultaneous General Election-2024. The tender paper with detail term and condition attached at Annexure-A. The tender documents are available in the Kendrapara website: Kendrapara.nic.in. Interested bidder can download the tender documents from the District website.

Schedule of Events		
1	Last Date of Receipt of Tender Paper	27/03/2024 by 5.00P.M
2	Opening of Tender Paper	28/03/2024 by 11.00A.M

The tender should reach this office on or before 04:00 PM of 27/03/2024 through Regd. Post/ Speed Post or Drop into the tender Box kept in the office of Dy. Election Officer, Collectorate, Kendrapara and must be super scribed as **TENDER FOR BARRICADING, TEMPORARY SHED AND LIGHTING FOR SIMULTANEOUS GENERAL ELECTION-2024.** The tender paper received beyond the scheduled date and time shall not be taken into consideration.

The undersigned reserved the right to accept/modify/reject any or all the quotation fully or partly without assigned any reason thereof.

D.E.O & Collector
Kendrapara.

Memo No. 469 //Dt. 16/03/24 //

Copy to the Sub-Collector, Kendrapara/ All Tahasildar/ All BDOs for information and necessary action. They are requested to display in their notice board for wide publicity.

Copy to the DIO, NIC, Kendrapara for information and he is requested to hoist the tender in the district website.

Copy to the all members of the District purchase committee for information and necessary action. They are requested to participate in the opening of tender in the date time fixed for the purpose.

D.E.O & Collector
Kendrapara.

TERMS & CONDITIONS

1. The bidder must not have been black listed and must have DIC registration Certificate/ MSME registration Certificate / Manufacture authorized supplier Registration Certificate
2. The Bidder shall submit true copy of self attested GST Registration Certificate with GST clearance details for last years i.e., 2023-24.
3. The bidder shall submit true copy of valid Income Tax PAN NO. of the Vendor/ Individual and last three year of Income Tax clearance certificate of F.Y 2020-21, 2021-22 , 2022-2023
4. The Tender should be signed by the bidder/ proprietor of the firm or by the person who is duly authorized for the same by the bidder/ proprietor of the firm.
5. The quotation should be valid for minimum period of six months form the last date of the tender.
6. No advance payment shall be made to the successful bidder for any work.
7. While making payment, the Income tax & GST shall be deducted at source from the bills as per the rules of the Income Tax and GST Act.
8. The supply of the item is the own responsibility of the bidder.
9. The tenderer shall have to deposit a sum of Rs 10000/- (Rupees ten thousand) only towards EMD in shape of Demand Draft in favour of the Dist. Election Officer-cum-Collector, Kendraparapayable at SBI main Branch , Kendrapara. Unsuccessful bidders EMD will be return within 30 days after discharge of the tender.
10. The bidder are requested to deposit paper cost of Rs 1000/- (One thousand) only non refundable in shape of Demand Draft in favour of the Dist. Election Officer-cum-Collector, Kendraparapayable at SBI main Branch , Kendrapara.
11. The earnest money will be released only after satisfactory performance of work. If the supplier fails to supply the article within stipulated period, the order will be automatically stand cancelled and the EMD will be forfeited .
12. During finalization of tender by Dist. Purchase committee, it is not mandatory to place supply order to lowest price quoted unit, it pointed out low quality of materials, the committee shall consider the next rate quoted unity with observing quality of the tender sample materials.
13. Previous experience in Election will be given preference.
14. The tenderer shall be required to execute an agreement as matter of contact with the undersigned.
15. The bidder must have 50.00 (fifty lakhs) turnover of the business average the last three years and provide documents to this effect.

16. The bidder who have quoted lowest rate of all the item including taxes shall be treated as the L1bidder and contact for work will be given to that L1 bidder.
17. Xerox copy of the bank pass book (front page) with the name and A/C no of the bidder.
18. All the procured items should be supplied within short notice as per requirement placement of order. All the articles should be delivered in full and good condition and no case part supply will be accepted.
19. The DEO & Collector, Kendrapara reserves the right to reject any/all quotations without giving any reason thereof. The decision of the DEO & Collector will be final.

Annexure-B

DETAILS OF THE BIDDER

1..	Name of the Supplier/ bidder	
2..	Full address:	At.
		P.O
		P.S
		Dist
		Mobile No
3.	Registered Office Details	
	Address	
	Contact No	
	Email	
4.	Aadhar No.(With True Copy)	
5.	PAN No .(With True Copy)	
6.	G.ST Clearance Certificate	FY.2023-24
7.	IT Clearance certificate of Last 3 year	F.Y,2020-2021,2021-22,2022-23
8.	GST Registration no. Copy to be attached)	
10	DIC / MSME Registration Certificate. (enclose copy)	

I do hereby certify that the above mentioned particulars are true and correct.

Full Signature of the Bidder with seal

CERTIFICATE

Date:

Certified that M/s / the firms/
company/ Supply agencies or its partners/ shareholders had not been blacklisted by any
Government Agencies.

**Full Signature of the Bidder
with seal & Address**

DECLARATION FORM

Date _____

A) I /wehaving our office at
..... do declare that I/We have carefully read all the conditions of tender floated vide
tender ref. no. for arrangement of Barricading, Temporary Shed and
lighting for the forthcoming Simultaneous General Election to the DISTRICT ELECTION
OFFICE, KENDRAPARA and will complete the contract as per the tender conditions.

B) I/We have downloaded the tender document from the Web Portal and I/We have not
tampered/modified the tender document in any manner. In case, if the same is found to be
tampered/ modified, I/We understand that my/our tender will be summarily rejected and I/We
am/are liable to be banned from doing business with the Collector, Kendrapara or prosecuted.

**Full Signature of the Bidder
with seal & Address**

PART-I (Covering Letter)

Date: _____

From,

Name :
Address :
Ph. :
Fax :
E-Mail :

To,

.....,
.....,

Sub: Tender for Barricading, temporary shed and lighting for the forth coming Simultaneous General Elections-2024– Reg.

Ref: Your Tender Notice _____ dated _____ //

Sir,

With reference to your tender notice ,we submit herewith the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 2) Authorization letter from the bidder for the person to sign the tender or remain present in person.
- 3) Details of the Bidder (as per Annexure-B).
- 4) Declaration for not having blacklisted by either the registration department to any other Government Agencies as per Annexure- C).
- 5) Declaration for not having tampered the Tender documents downloaded from the website (Annexure-D).
- 6) Annual turnover statement duly certified by Chartered Accountant (Annexure-G)
- 7) Any other relevant documents including copy of EMD.

Yours faithfully,

Encl: As stated above

**SIGNATURE OF THE
BIDDER
(With seal and address)**

Format for Financial Bid.**LIST OF ARTICLES/MATERIALS FOR FINANCIAL BID TO BE HIRED FOR THE FORTHCOMING GENERAL ELECTION 2024 OF KENDRAPARA DISTRICT.**

The

The DEO-cum-Collector.
Kendrapara.

Sl. No	Name of the item	Unit	Rate to be quoted including Tax (in R/s)
1.	BARRICADING OF DISPOSAL CENTER		
a	With wooden Ballaha , Bamboo and Iron pipe of standard height of 4ft to 5 ft necessary fitting and fixtures including labour charges complete in all respect and barricade should stable enough to sustain required rush,	Running feet / (1 Day)	
b	With wooden Ballaha , Bamboo and Iron Pipe of standard height of 4ft to 5ft necessary fitting and fixtures including labour charges complete in all respect and barricade should stable enough to sustain required rush	Running feet/(2 Day onwards)	
	BARRICADING FOR COUNTING HALLS		
c	With strong Bambo ,Ballha, Iron pipe and netting with batten frame with all necessary fitting and fixtures (with labour) complete in all respect for counting halls	Running feet (1 Day)	
d	With strong Bambo ,Ballha, Iron pipe and netting with all necessary fitting and fixtures (with labour) complete in all respect for counting halls.	Running feet/(2 Day onwards)	
2.	Erecting of Temporary structure per Sq. Ft for per day with (Labour)		
a	Tarpaulin top and cloth ceiling	Sq. feet/Day	
b	Cloth ceiling	Sq. feet/Day	
c	Tarpaulin shed	Sq feet /Day	
3	Construction of Counters per Sq. Ft for per day	Sq. feet/Day	
4	Barricading of Counters per running feet for per day	Running feet/Day	
5	Cloth walling as per standard height per running feet for per day	Running feet/Day	
6	CFL light	Per Piece/ Per Day	
7	Tube light 40 watt	Per Piece/ Per Day	
8	LED 100 watt	Per Piece/ Per Day	
9	LED 70 watt	Per Piece/ Per Day	
10	LED 40 watt	Per Piece/ Per Day	
11	LED TV 55 inch	Per Piece/ Per Day	
12	LED TV 32 Inch	Per Piece/ Per Day	
13	LED wall (Display Screen)	Per Piece/ Per Day	
14	Dish TV	Per Piece/ Per Day	
15	LCD/LED Projector	Per Piece/ Per Day	
16	Halogen 100 watt	Per Piece/ Per Day	
17	Halogen 200 watt	Per Piece/ Per Day	
18	Halogen 400 watt	Per Piece/ Per Day	
19	Halogen 600 watt	Per Piece/ Per Day	
20	Halogen 1000 watt	Per Piece/ Per Day	
21	Generator of (100 KW) hire changes. Including Fuel	Hire Charges Per Day	
22	Ceiling Fan	Per Piece/ Per Day	

23	Chair (Plastic)	Per Piece/ Per Day	
24	Durry(20' x 30' Size)	Per Piece/ Per Day	
25	Tarpaulin(20' x 30' Size)	Per Piece/ Per Day	
26	VIP Chair & Double Sofa	Per Piece/ Per Day	
27	Synthetic Carpet	Per Piece/ Per Day	
28	Pedestal fan	Per Piece/ Per Day	
29	Bucket with Mug & Glass	Per Piece/ Per Day	
30	Water Drum	Per Piece/ Per Day	
31	Table (Wooden/Iron)	Per Piece/ Per Day	
32	Long Table (Wooden/ Iron)	Per Piece/ Per Day	
33	Plastic Table	Per Piece/ Per Day	
34	Split Air Conditioner 1.5 Ton	Per Piece/ Per Day	
35	Split Air Conditioner 2 Ton	Per Piece/ Per Day	
36	Air Conditioner (1.5ton)	Per Piece/ Per Day	
37	Air Conditioner (2.00 ton)	Per Piece/ Per Day	
38	Air cooler Big size per day	Per Piece/ Per Day	
39	Mike Set with Microphone/ Cordless Microphone	Per Piece/ Per Day	
40	Teapoy	Per Piece/ Per Day	
41	Hand Mike	Per Piece/ Per Day	

Term and Conditions:

1) The prices quoted shall be in Indian rupees only. The unit prices quoted in the tender shall be inclusive of all taxes and transportation cost up to the Dispersal, Receiving & Counting Centre at Kendrapara Autonomous College, Kendrapara.

2) The actual quantity of materials may vary accordingly to the requirements.

3) The rate quoted must be valid for minimum period of six months form the last date of the tender.

4) Supply of material and transportation is the sole responsibility of the vendor.

I hereby agree for the term and conditions mentioned above

Dated at _____ on _____ 2024.

Signature of the vendor with seal.

ANNUAL TURN OVER STATEMENT

The Annual turnover of M/s for the past three years are given below and is certified that the statement is true and correct.

Sl No	Year	Turn Over (Rs. in lakhs)
1.	2020-2021	
2.	2021-2022	
3.	2022-2023	
	Total	
Average Annual turnover		

Date:

SIGNATURE OF THE BIDDER
(With seal and address)

Signature of Chartered Accountant
(With Seal and Address)