



**Government of West Bengal**  
**Office of the District Election Officer**  
**&**  
**District Magistrate, Hooghly**  
**Election Section**

No. 483/Elec.

Dated:- 07.08.2018

**NOTICE INVITING TENDER**

Sealed tenders are hereby invited for the Digital printing and supplying of Photo Electoral Roll and Perforated Voters information Slips from the resourceful and bonafied Agencies / Bidders in connection with the Summary Revision of Photo Electoral Roll 2019, Continuous Updation 2019 and Pre-Revision 2020 for Hooghly District.

Rate should be quoted separately for single side single page and for both sides single page in white A4 size paper of minimum 70 GSM. And rate should be quoted both in figures and words.

Sealed tender duly filled in and accompanied with other documents (as stated below) should be submitted in the box earmarked for this purpose to be kept in the office Chamber of the Officer-in-Charge, Election Department, Office of the District Magistrate, Hooghly by 2.00 p.m. on 16 .08.2018.

The word " Sealed Tender for Printing & Supply of Photo Electoral Roll & Perforated Voters Information Slip in connection with SRER-2019" should be scribed on the top of cover containing the tender.

The tenders will be opened on 16.08.2018 at 3.00 p.m. in the office chamber of the Officer-in-Charge, Election, Hooghly where the tenderers may remain present.

Intending agencies will submit their tender in the following format:-

Name of The Suppliers	Work to be done	Rate per page Single side with paper (A4 size 70 GSM)	Rate per page Both side with paper (A4 size 70 GSM)
	Digital Printing & supply of Photo Electoral Roll		
	Digital printing of Perforated Voters information Slips		

**Terms & Conditions:**

1. Sealed envelope shall contain the following documents, with the Financial proposal, in absence of which the offer shall not be considered:
  - a) Demand draft of Rs. 25000/- (Rupees twenty five thousand only) as Earnest money in favour of "Additional District Magistrate(Election), Hooghly".
  - b) Photocopy of the Trade License .
  - c) Photo copy of Professional Tax Clearance Certificate.
  - d) Photocopy of Income tax return and PAN Card.
  - e) GST Registration Certificate.
  - f) Working Experience certificate of minimum 3 years or more in any District of India as per guidelines of Election Commission of India.
  - g) Certificate of annual turnover for last two years. Not less than Rupees Fifty Lakh (Rs. 50,00,000/-) per year during the last two assessment years, will be accepted.
2. Printing of Electoral Roll shall be in white A4 Sheet of minimum 70 GSM.(as per guideline of ECI).
3. The Tendered rates shall be inclusive of all taxes and levies.

4. Last date of submission of Tender Form is 16.08.2018 up to 2.00 p.m.
5. Date of opening of Tender is 16.08.2018 at 3.00 p.m.
6. No appeal against the decision of the Authority shall be entertained. Authority reserves the right to accept or reject the lowest or any rates or all the tenders of issue work order partly or fully without assigning any reason/reasons whatsoever.

For District Magistrate,  
Hooghly.

*Abh*

Memo No. 4830/1(2)/Elec.

Dated: 07.08.2018

Copy forwarded for information and taking necessary action for wide publicity to:-

- 1) Jt. Chief Electoral Officer, West Bengal.
- 2) Sub-Divisional Officer (All), Hooghly
- 3) DIO, NIC, Hooghly with a request to upload the tender in the district Website.
- 4) NDC, Hooghly
- 5) Officer-in-Charge, Election Section, Hooghly
- 6) Block Development Officer (All)
- 7) CA to District Magistrate and District Election Officer, Hooghly
- 8) PA to Additional District Magistrate (Election), Hooghly

For District Magistrate,  
Hooghly.

*Abh*