



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

No. 484/Elec.

Dated:-07.08.2018

NOTICE INVITING TENDER

Sealed tenders are hereby invited for Online DATA entry (both in ERMS & in ERONET) in both English and Bengali language for inclusion, deletion, modification, transposition of electors including printing of three sets of checklist and approval and rejection through ERMS software and in ERONET and Control Table Correction in the Photo Electoral Roll, Conversion of customized rolls in to PDF file and EPIC preparation and all related works of different modules of ERMS and ERONET, 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 different types of work.

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 3.00 p.m. on 16 .08.2018.

The word " Sealed Tender for Data entry and EPIC preparation 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 3.30 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 including all taxes	
		For ERMS	For ERONET
	Data Entry with respect to Addition, modification, deletion, transposition etc (per Form entry) .		
	Scanning of image and other documents		
	Phase to phase approval		
	Printing of Checklist		
	Conversion of customized Rolls into PDF		
	Preparation of EPIC		

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 similar work 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. EPIC shall be prepared as per Guidelines (specifications) of the Election Commission of India.
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 3.00 p.m.
5. Date of opening of Tender is 16 .08.2018 at 3.30 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.

Shank

Memo No. 484 (D)/18/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.

Shank