



GOVT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER:.....GOALPARA (ASSAM)
(ELECTION BRANCH)

☎ 03663- 240030/240028

FAX – 240314

e-mail: deo-goalpara@nic.in

No.GEL.57/IT & Electronic Items/LS/2024/5-6

Dated Goalpara the 19th Feb/2024

SHORT NOTICE INVITING TENDER.

Sealed Bid affixing Court Fee Stamp of Rs.8.25 (Rupees Eight & Paisa Twenty five) only are invited from the intending Govt. Registered Suppliers/reputed intending local Firms for hiring of **IT & Electronic Equipment** in connection with conduct of forthcoming Parliamentary Election,2024 under following terms and conditions. The Bid will be received only at the drop box placed at the Election Branch, DC's Office, Goalpara, up to **2-00Pm. of 03.03.2024** and will be **opened on the same day at 4-30 Pm.** by the Members of the Tender Evaluation Committee in presence of the bidders or their authorised representatives.


Sl.No.	Item description	UNIT	Qty.	Unit Price in INR(including all Taxes)
1.	LED TV up to 32"	Per unit/day	1	
2	LED TV above 32"	Per unit/day	1	
3	CCTV with all accessories and fitting	Per Camera/day	1	
4	Laptop with Windows, MS Office, Antivirus etc.	Per unit/day	1	
5	Desktop with UPS with 3-4 hrs. back up,Windows, MS Office, Antivirus etc.	Per unit/day	1	
6	Laser Printer	Per unit/day	1	
7	Colour Printer	Per unit/day	1	
8	Photostat / Xerox Machine	Per unit/day	1	
9	Scanner Machine	Per unit/day	1	

TERMS & CONDITIONS

1. The rate of bid should be quoted in both figure and words.
2. Non refundable of bid processing fee of Rs. 1000/-(Rupees One thousand) only and EMD/Bid Security of Rs. 20,000/-(Rupees twenty thousand) only are to be deposited in cash or Bank Draft in favour of the District Commissioner, Goalpara (Account No.11057800828, IFSC Code No.SBIN0000082).
3. Rates should be quoted inclusive of all taxes.
4. The Tender shall be accompanied with up to date certificate of Income Tax Return(Computerized income Tax Return).
5. The Tender shall be accompanied with self attested documents of PAN, Bank Passbook and valid GST Registration certificate.
6. The Tender shall be accompanied with valid and up to date Trade License issued from the Competent authority.
7. Certificate of experience in dealing with supply of various Electrical & Electronic items in Election related works.
8. All supporting documents along with the tender shall have to be self attested
9. The Hiring Charge of Various Electrical & Electronic Items shall have to be supplied as per the requirements of the Election Branch, Goalpara as and when required.
10. The Office gives no assurance to the L-1 Bidder to award the work at his quoted rate, if the Tender evaluation committee finds that the L-1 rate is on the higher side. The committee may negotiate the price with L-1 bidder at the rate deemed appropriate.

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11. Bid Security of unsuccessful Bidder shall be released within 5 days after signing of agreement and deposit of performance security by the successful Bidder.
12. Payment will be made only on receipt of fund from the Govt.
13. The committee reserves the right to accept or reject any tender without assigning any reason thereof.
14. Legal Jurisdiction of any dispute within Goalpara District only.
15. If supplier is unable to supply items at quoted price, he or she will be blacklisted.
16. It is not allowed to submit the bids after the deadline of Bid submission.
17. No changes in prices or substances of the bid shall be sought or permitted by the evaluation committee.


District Election Officer,
Goalpara.

Dated Goalpara the 19th Feb/2024

Memo No. GEL57/IT & Electronic Items/LS/2024/5-6 (A),
Copy to:

1. The Chief Electoral Officer, Assam, Dispur, Guwahati-06, for favour of kind information.
2. The District Information & Public Relations Officer, Goalpara. He/She is requested to arrange and ensure for wide publication in leading Assamese and English daily news paper of the State at the earliest.
- ✓ 3. The District Information Officer, NIC, Goalpara for uploading in the website and Social Media for mass publicity.
4. All Local Firms/Suppliers, Goalpara.
5. Notice Board, DC's Office, Goalpara.
6. Notice Board, Election Branch, Goalpara.
7. All members of tender evaluation committee for information..


District Election Officer,
Goalpara.