



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

03663- 240030/240028

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e-mail: deo-goalpara@nic.in

No.GEL.55/Refereshment/LS/2024/4-5

Dated Goalpara the 19<sup>th</sup> Feb/2024

**SHORT NOTICE INVITING TENDER.**

The Office of the District Election Officer, Goalpara invites sealed bids affixing Court fee Stamp of Rs. 8.25(Rupees Eight & Paise Twenty five) only from the eligible parties/firms to select most suitable of them following open competitive Bidding method as specified in " The Assam Public Procurement Rules "2020" to provide service for "Refreshment items" for Parliamentary Election/2024. 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 same will be opened on the same day at 3-30 Pm. by the Members of Tender Evaluation Committee in presence of bidders or their authorised representatives.


Sl. No.	Name of Refreshment Items	Quantity	Rate (Inclusive of all Taxes)
1.	Tea (General)	Per Cup	
2.	Tea (Special)	Per Cup	
3.	Tea (General) with Snacks Biscuit	Per plate	
4.	Paratha/ Roti(two pices) with Sabji	Per plate	
5.	Sweet(Golla/Kalacon etc.)	Per No.	
6.	Bakery Cake	Per Pice	
7.	Boiled Egg	Per no.	
8.	Bread (4 Pices) & Butter	Per Plate	
9.	Banana ( Malbhog)	Per Pice	
10.	Signgra/Kasuri	Per Pice	
11.	Paratha/Roti (2Pices) with Chicken /Mutton	Per Plate	
12.	Chicken Polao	Per Plate	
13.	Veg Chop	Per Pice	
14.	Chicken Chop	Per Pice	
15.	Veg Roll	Per Pice	
16.	Chicken Roll	Per Pice	
17.	Egg Biryani (Standard)	Per Plate	
18.	Egg Cowmein(Standard)	Per Plate	
19.	Chicken Biryani(Standdard)	Per Plate	
20.	Mineral Water (Good quality)	Per ½ Litre Bottle	
21.	Mineral Water (Good quality)	Per 1 Litre Bottle	
22.	Mineral Water (Good quality)	Per 2 Litres Bottle	
23.	Mineral Water (Good quality)	Per 20 Litres Jar.	
24.	Rice with Vegitable , Dal & Papad	Per Plate	
25.	Rice with Chicken/Mutton	Per plate	
26.	Rice with Fish (Local)	Per Plate	
27.	Cold Driks	750 ml.	
28.	Kaju Badam	Per Kg.	
29.	Biscuit (Good quality)	Per Packet	
30.	Biscuit (Good quality & Sugar free)	Per Packet	
31.	Green Tea	Per Packet	
32.	Coffee	Per cup	
33.	Bikaji bhujia	Per packet	

Contd. to page-2.



**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. The 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. Experience certificate on supply of food/refreshment items in Election related works.
8. All supporting documents along with the bid shall have to be self attested.
9. The various 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.
11. Payment will be made only on receipt of fund from the Govt. in the appropriate Head of Account.
12. The committee reserves the right to accept or reject any Bid without assigning any reason thereof.
13. Legal Jurisdiction relating to any dispute fall within Goalpara District only.
14. If a supplier fails to deliver the required items/ services or comply with order, appropriate action shall be taken.
15. Sub Contract will not be allowed.

  
District Election Officer,  
Goalpara.

Dated Goalpara the 19<sup>th</sup> Feb/2024

Memo No. GEL. 55/Refereshment/LS/2024/4-5 (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. 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.