



**GOVT. OF ASSAM**

**OFFICE OF THE DISTRICT COMMISSIONER :: :: :: :: BARPETA**

**(Election Branch)**

Address:

Ward No- 5, PO-Barpeta, PS- Barpeta

PIN- 781301

Contact Details:

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No. BEL-14/2023/NIT/IT & ELE. EQUIP./LS'24/37-38

Date:-08/02/2024

**SHORT NOTICE INVITING TENDER**

Sealed quotations affixing court fee stamp of Rs.8.25 (Rupees Eight and Twenty-Five paisa) only are hereby invited from Registered/reputed intending local Firms for hiring of the **IT & ELECTRONIC EQUIPMENT** in connection with conduct of upcoming Parliamentary Election, 2024, under following terms and conditions. The quotations will be received upto **3.00 PM of 28/02/2024** and will be opened on the next working day in the office Chamber of the Election Officer, Barpeta in presence of the quotationer or their representatives. Quotations will have to be deposited at the tender box kept at Election Office, Barpeta, during office hours on working days.

SI 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 AND CONDITIONS :**

- 1) The tenders will have to be accompanied by up to date GST and Income Tax from the competent Authority.
- 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 pledged in favour of District Commissioner, Barpeta.
- 3) The rate should be quoted inclusive of all taxes.



- 4) The quotationer must attach the photo copy of Firm's Govt. Registration Certificate/ GST Registration Certificate, PAN Card, trade License from MB, IT returned of last 3 (three) years and Bank Account Number with the Quotation.
- 5) L1 rate for each item will be decided through the tender. All work orders will be issued in L1 rate only. For supply of each listed item, preference will be given to the bidder who has quoted L1 rate for that particular item.
- 6) Documents to be furnished along with rate.
  - i) GST return for the last 3 (three) Financial Year.
  - ii) IT return for the last 3 (three) Financial Year.
  - iii) PAN Card.
  - iv) Similar earlier experience, if any.
- 7) The approved firms must supply the equipments at the Election Branch immediately, as and when required, at their own cost.
- 8) Rates once accepted will not be changed and will remain for hiring valid for a period of one year.
- 9) Payment will be made as and when fund is received from the Govt.
- 10) The details of the items can be collected from the Election Office, Barpeta
- 11) District Election Officer has the right to accept or reject any or all tenders without assigning any reason thereof and has the right to fix the price of any materials as per prevailing market rate.

Sd/-

District Election Officer &  
District Commissioner,  
Barpeta

Memo No. BEL-14/2023/NIT/IT & ELE. EQUIP./LS'24/37-38-A

Date:- 08/02/2024

Copy to:-

1. The Election Officer, Barpeta for information
2. The DIPRO, Barpeta with a request for wide publicity through printing and electronic media
3. The DIO, NIC, Barpeta for uploading at District Website immediately
4. Notice Board.

Addl. District Commissioner,  
Barpeta