



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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Email- deo-barpeta@nic.in

No. BEL-19/2025/NIT/SSR' 2026/2-3

Date:- 04/11/2025

SHORT NOTICE INVITING TENDER

Sealed Tender affixing Court Fee Stamp of **Rs. 8.25** (Rupees eight and twenty five paisa) only are invited from intending Printing Presses(Offset) registered with Printing and Stationary department, Govt. of Assam for printing and supplying of Draft & Final Photo Electoral Roll (PER) corresponding to the Special Summary Revision of Photo Electoral Roll in respect of Barpeta District with reference to **01-01-2026** as qualifying date for Legislative Assembly Constituencies of the Barpeta Election District as per (A) Specification and (B) Terms & conditions given below:

(A) SPECIFICATIONS

- 1) **Size, Paper & Rate:** Rate of Printing of Photo Electoral Roll (PER) in case of both side printing on **A4** size paper, per sheet of **75 GSM** should not be above **Rs.2.80** and in case of single side printing should not be above **Rs.1.90** (rate are excluding of all taxes but inclusive of cost of printing paper). Single side printing is applicable only for title page.
- 2) **No. of copies:** Electoral Roll will have to be printed polling station wise. Total set of Draft PER to be printed **12 (Twelve) nos.** & Final PER to be printed **12 (Twelve) nos.** for Draft & Final publication. However, it may be reduced or increased.
- 3) **Time Schedule:** The printing press will have to deliver printed PER to the Election Branch, DC Office, Barpeta within the stipulated period.

(B) TERMS AND CONDITIONS

- 1) The tenderer shall have to deposit a sum of **Rs. 10,000/-** (Rupees Ten Thousand) only in the form of Bank Draft/ Call Deposit from any Nationalized Bank pledged in favour of **The District Commissioner, Barpeta** to be payable at Barpeta as Security Deposit, which shall be refundable on satisfactory completion of the assigned job and after the contract period is over. If the job is not executed satisfactorily as per the specifications of size, style & paper etc. and within the stipulated period, the District Commissioner & District Election Officer, Barpeta reserves the right of rejecting the printed copies and no compensation will be paid for such rejection and the Security Deposit will also stand forfeited.

- 2) The District Commissioner & District Election Officer, Barpeta reserves the right to accept/reject any or all the tenders without assigning any reason thereof at any time and stage and does not bind itself to accept the lowest rate and no assurance is given to the lowest bidder to award the Printing work at his quoted rate
- 3) The tenderer must furnish the following up to date valid documents along with their tender:
 - a) Registration certificate of Printing Presses with Printing & Stationary Department, Govt. of Assam.
 - b) GST Registration Certificate with latest return filing statement, Valid Trade license.
 - c) Xerox copy of self-signed PAN card.
 - d) Income Tax return statements
 - e) Records/ documents in support of experience of printing of Electoral Rolls if any.
- 4) The tenders should be addressed to the District Commissioner & District Election Officer, Barpeta and must be submitted at the **Drop Box** provided for the purpose at the Election Office, Barpeta in sealed cover latest by **2.30 PM** on **10/11/2025**. Tenders so received shall be opened on **10/11/2025** at **03.30 PM** in the office of the District Commissioner, Barpeta. No separate notice will be served upon tenderer to remain present at the time of opening of sealed tenders
- 5) This office gives no assurance to the L-1 bidder to award the work at his quoted rate. If the authority finds that the L-1 rate is on higher side, the authority may negotiate the price with L-1 bidder at the rate deemed appropriate.
- 6) Payment will be made subject to availability of fund in respective head of Accounts.



District Commissioner &
District Election Officer,
Barpeta

Date:- 04/11/2025

Memo No. BEL/2025/NIT/SSR'2026/2-3-A

Copy to:-

1. The CEO, Assam for favour of your kind information
2. The District Information and Public Relation Officer, Barpeta with a request for wide publicity through printing and electronic media.
3. The DIO, NIC for uploading at district website immediately.
4. Notice Board of DC's Office, Barpeta/ Election Office, Barpeta



District Commissioner &
District Election Officer,
Barpeta