

DISTRICT OFFICE MAYURBHANJ; BARIPADA

(Gram Panchayat Section)

No: 1435 /GP, Dt: 27/08/2021

**QUOTATION CALL NOTICE**

Sealed quotations in plain paper are invited from registered local printing press / D.T.P. firms for printing of ward wise electoral roll of Gram Panchayats. All quotations should reach office of the District Panchayat Officer, Mayurbhanj by 5.30 PM on or before **14.09.2021** with registered /speed post. The quotations received beyond the scheduled date & time will not be entertained. Sealed quotations would be opened by the Collector & E.R.O., Mayurbhanj at 11 AM on **15.09.2021** in presence of the tenderers / authorized agent who ever may be present. The quotation should contain photocopies of VAT Registration No and Income Tax clearance.


The printing of ward wise electoral roll shall be printed as per the following terms and conditions;

1. The electoral roll for each GPs are to be printed in 30 copies + 1 master copy in the local press / D.T.P. firms on A4 size paper and should be in 60 GSM cream wove paper.
2. The electoral roll shall be printed in "**Odia**" with 84 entries on 1<sup>st</sup> page with heading on the top and qualifying date, date of publication of electoral roll and page no. at the bottom and 96 entries in subsequent pages with short heading at the top with qualifying date, date of publication and page no. at the bottom.
3. The tenderers should indicate the rate of printing charges of full page, half page, cover page, index full page, index half page as well as binding charges per book (paper binding) in quotation and submit in the office of the District Panchayat Officer, Mayurbhanj on or before 14.09.2021 by 5.30 PM. The rate includes one soft copy in CD, one master copy and 30 spare copies either by printing/DTP.
4. The successful tenderers shall have to execute an agreement as prescribed by the State Election Commission and deposit security amount of 1% of the total value in shape of cash at the time of agreement.
5. The security deposit will be refunded after delivery of the printed defective free ward wise electoral roll.
6. The tenderer shall deliver the printed materials in the office of the District Panchayat Officer, Mayurbhanj at his own risk and cost.
7. The successful tenderers shall be held responsible for cent percent accuracy of printing and make its own arrangement for proof reading.
8. The press(es)/DTP firms contractor shall do his own proof reading without any additional remuneration and without reference to the Collector of the District and shall be responsible for supplying correct final copies in accordance with the manuscript copy supplied to him. If the final copies is found to contain mistakes which did not occur in the manuscript copy supplied to the press, these may be rejected or reprinted at the cost of the press(es)/DTP firms.
9. If the final copies be rejected under the clause 8 hereof, the Collector may require the press contractor to reprint the "electoral roll" at his own cost or may arrange to have them reprinted/DTP by another press at the cost of the press(es)/DTP firms, and may cancel the contract in respect of any work of which the manuscripts are not already in the hands of the press contractor, if in the printed "electoral roll" any matter has been omitted or incorrectly entered, with reference to the manuscript copy supplied to the press(es)/DTP firms contractor, correct copy shall be supplied by the press and entire cost of reprint shall be borne by the press.

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10. The press / DTP firms shall without fail to print the name(s) of their press /DTP firm at the bottom of each page of the electoral rolls.
11. Preference will be given to the experience registered local press /DTP firm who have printing capacity, reliability, quality of machines and past experience in successful execution of important printing works of Govt.
12. The Collector & District Magistrate reserves the right to reject any or all quotations without assigning any reason thereof.
13. The Collector at his discretion may authorize any Officer or officers to supervise the proof corrections, printing and binding work, in which event the contractor shall afford required facilities to such officer(s) for performing their duties.
14. If and whenever the press contractor fails to deliver the printed "electoral roll" to be supplied by him within the due time, the Collector shall be at liberty to deduct at the rate of two per centum of the amount of the press contractor's bill for each day delayed beyond the due time.
15. The press(es) / DTP firms contractor shall not transfer, assign or sublet this present contract or any part thereof without the consent of the Collector.
16. The press(es)/DTP firms shall admit the Collector or any other officer authorized by him to the premises of his press with a view to ascertain the progress of the work.
17. The press(es)/DTP firms shall not give any copy of the "Electoral Roll" or any part thereof to any person other than the Collector nor shall he print any copy in excess of the number ordered by the Collector, by any officer specially authorized for purposes of this clause in writing in this behalf by the Collector. He shall not also permit any unauthorized use to be made of any of the proofs of the "Electoral Roll" by any person whatsoever.
18. As per the guidelines of the ECI the following footnote shall be printed in the final Electoral Roll for each ward.

"ଏହି ଭୋଟର ତାଲିକା ପଞ୍ଚାୟତ ନିର୍ବାଚନ ନିମନ୍ତେ ଗୃହଣୀୟ । ବିଧାନ ସଭା ଓ ଲୋକ ସଭା ଭୋଟର ତାଲିକା ଭିନ୍ନ ଅଟେ ଓ ତାହା ଭାରତର ନିର୍ବାଚନ କମିଶନଙ୍କ ଦ୍ୱାରା ପ୍ରକାଶନ କରାଯାଏ । ପ୍ରତ୍ୟେକ ବିଧାନ ସଭା ଓ ଲୋକ ସଭା ନିର୍ବାଚନ ପୂର୍ବରୁ ଭୋଟର ତାଲିକାରେ ଆପଣଙ୍କ ନାମ ଅଛି କି ନାହିଁ ଦୟାକରି ଚେଖି କରନ୍ତୁ ।"

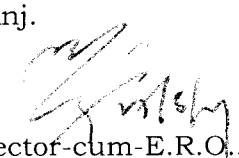
  
Collector-cum-E.R.O.,  
Mayurbhanj

Memo No: 1936 /GP, Date: 27/08/2021

Copy forwarded to all Sub-Collectors, all Block Development Officers, all Tahasildars of this district, Executive Officers, Baripada Municipality / Udala, NAC / Karanjia, NAC / Rairangpur NAC, District Welfare Officer, Mayurbhanj, District Social Security Officer, Mayurbhanj and District Social Welfare Officer for information and necessary action. They are requested to affix this notice in their Notice Board for wide publicity.

Copy forwarded to the DIO, National Informatics Centre, Mayurbhanj with a request to hoist the quotation in the District's web portal.

Copy to the Notice Board of the Collectorate, Mayurbhanj.

  
Collector-cum-E.R.O.,  
Mayurbhanj