



GOVT. OF ASSAM  
OFFICE OF THE DISTRICT COMMISSIONER, SIVASAGAR  
(ELECTION BRANCH)

No. SVEE.52/PE24/2024/6

Dated Sivasagar the 2<sup>nd</sup> February, 2024

NOTICE INVITTING TENDER

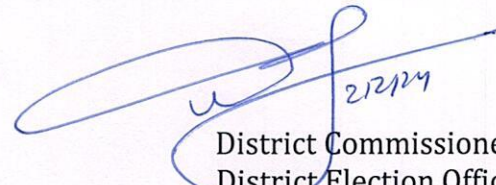
Sealed Tenders are hereby invited, affixing non-refundable Court fee stamp worth Rs. 8.25 (Rupees eight and twenty-five paisa), only from the intending Firms of Sivasagar District for hiring of IT, Electronic & other items for General Election to Lokshabha for 95-Demow LAC and 96-Sibsagar LAC pertaining to Sivasagar Election District. This invitation is made in accordance with the terms and conditions outlined below.

Intending firms can obtain comprehensive information, including Technical Bid, Financial Bid etc., during office hours, from Election Branch, Office of the District Commissioner, Sivasagar.

Tenders will be received by the Election Officer, Sivasagar, upto 1500 Hrs. on 16<sup>th</sup> February, 2024 and will be opened at 1510 Hrs. on the same day. Intending tenderers or their authorized representatives may be present during the opening of the tender documents.

Terms and Conditions:-

1. The District Election Officer/District Commissioner, Sivasagar, reserves the right to accept or reject any quotation without providing any reasons thereof.
2. Sealed envelopes should be labeled as "Quotation for hiring of IT, Electronic & other items for the General Election to Lok Sabha 2024 for 95-Demow & 96-Sibsagar LAC."
3. Self-attested copies of valid documents such as PAN Card, Trade License, GST Registration No. and IT Returns for the preceding 3 years up to the last financial year must be submitted. Quotations without these copies will be rejected.
4. Furnish records/documents supporting your experience in Government-related works, if available.
5. An earnest money of Rs. 20,000/- (Twenty Thousand only) must be submitted in the form of a Bank demand draft from a nationalized bank, payable to the District Commissioner, Sivasagar, along with the tender. The successful bidder's earnest money will be retained as a security deposit and returned after the agreement's expiration.
6. If a selected tenderer withdraws the tender or fails to execute the supply order within the given time, substandard work, or other factors detrimental to the interests of the office of the District Election Officer/District Commissioner, Sivasagar, the earnest money will be forfeited, and the firm may be banned and blacklisted from future tender processes in the office of the District Election Officer/District Commissioner, Sivasagar.
7. The rate should be inclusive of all taxes (including GST) and considered final once accepted. No alterations or modifications will be entertained. The rate will remain valid until the next quotation is called for.
8. The legal jurisdiction for any dispute will be within Sivasagar district only.
9. Tenderers whose quotations are accepted must execute an agreement with the undersigned or any other officer authorized by the District Commissioner/District Election Officer, Sivasagar.
10. Bills may be submitted along with necessary work orders and certificates for payment. Payment will be made on receiving funds from the Chief Electoral Officer, Assam, from time to time.

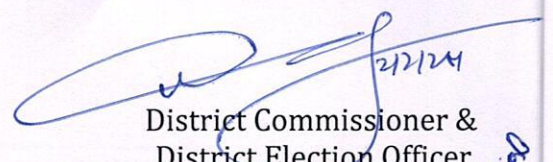
  
District Commissioner &  
District Election Officer,  
Sivasagar

Memo. No. SVEE.52/PE24/2024/6-A-

Dated Sivasagar the 2<sup>nd</sup> February, 2024

Copy to:-

1. The Chief Electoral Officer, Dispur, Assam for favour of kind information
2. The All members of Tender Committee for information and necessary action.
3. The Election Officer, Sivasagar for information and necessary action. He is requested to disseminate the information by publishing a succinct format of the Notice Inviting Tender (NIT) in two prominent local newspapers.
4. The DIO, NIC, Sivasagar for information. He is requested to upload the tender on Sivasagar District Website.

  
District Commissioner &  
District Election Officer,  
Sivasagar