



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT ELECTION OFFICER :: NALBARI
03624-220496 (O) / 220218 (R) – 220469 / 220371 (F)
Email : deo-nalbari@nic.in

NOTICE INVITING QUOTATION

Sealed quotation affixing Court fee stamp of Rs. 8.25 (Rupees eight and twenty five paise) only are hereby invited from the intending Govt. registered Printing Presses for printing Enumeration Forms (EFs) as per terms and conditions laid down below in connection with the proposed Special Intensive Revision (SIR) as per CEO's office letter No. ECF. 676228/25 dtd. 21/08/2025, which will be received **upto 4.00 p.m. of 29th August, 2025**. The Enumeration Form is to be printed on A4 size paper of not less than 75 GSM in both side Black & white printing within the ceiling of Rs. 2.80 (excluding GST) per copy. The Quotation will be opened on the same day at **5.00 p.m.** in presence of the Quotationers or their authorized representatives.

TERMS AND CONDITIONS :-

1. The Printing Press must be registered with the Printing & Stationery Department, Govt. of Assam and self attested photocopy of valid Govt. registration certificate must be submitted along with the quotation.
2. Self attested photocopy of last three years Income Tax return certificate must be submitted along with the quotation.
3. Self attested photocopy of up-to-date GST Registration certificate must be submitted along with the quotation.
4. Self attested photocopy of Trade License must be submitted along with the quotation.
5. Self attested photocopy of PAN Card of must be submitted along with the quotation.
6. Bank Account No. in the name of Printing Press and IFS Code & Bank Branch Name must be indicated with the quotation. Photocopy of 1st page of Bank Pass Book or copy of cancelled cheque are to be submitted along with the quotation where in the IFS code is mentioned.
7. The quotationers should be well experienced, documents of past experience should be enclosed with quotation
8. All documents should be signed by the Quotationers. The Technical Bid and Financial Bid should be sealed in separate cover. Both the Technical Bid and Financial Bid should then be put in a single outer cover.
9. No excuse for failure to print within stipulated time on account of power failure and any other reasons will be considered.
10. Payment shall be made when required fund will be provided by the Election Department, Dispur.
11. The authority shall not be bound to accept the lowest quoted rates and rates accepted shall not be changed under any circumstances.
12. The District Election Officer, Nalbari has right to reject any or all quotations without assigning any reasons thereof.

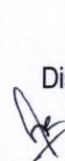
Memo No. NEL- 13 / 2025 /10 - A

Copy to :-

- 1) The Chief Electoral Officer, Assam for kind information.
- 2) The DI&PRO, Nalbari for wide publicity through well circulated News Paper.
- 3) The DIO, NIC, Nalbari for publication of the said quotation notice in the District website.
- 4) Office Notice Board.


District Election Officer
Nalbari.

Date-22.08.2025.


District Election Officer
Nalbari.