

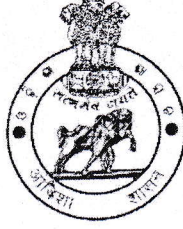


OFFICE OF THE COLLECTOR &
DISTRICT ELECTION OFFICER,
BOUDH

PIN-762014

No. 477 /ELECTION

Date 24/02 /2024



ELECTION URGENT
By E-mail

PHONE

06841-222207 Office

7326043860 Mobile

E-mail:

boudhelection@gmail.com

TENDER CALL NOTICE

Sealed quotations in enclosed format are invited from the intending suppliers/ Agencies/Firms for Printing of Postal Ballot and Forms for the upcoming Simultaneous General Election-2024.

SCHEDULE OF EVENTS	
1. Last date for receipt of Quotations	03.03.2024 (05.30 PM)
2. Opening of Bids/Quotations	04.03.2024 (11.00 AM)


The tender documents are available in the Boudh District website: boudh.nic.in. Interested bidders can download the tender documents from the district website and submit the sealed Quotations in favour of the District Election Officer & Collector, Boudh up to 03.03.2024 (05.30 PM).

Modification/Corrigendum if any detected/ felt necessary at a later stage will be published in district website & Office Notice Board only. Hence the bidders are advised to visit frequently the district website i.e. boudh.nic.in or contact District Election Office, Boudh to track any modification/corrigendum etc. or to know the specification of the articles as required in this connection. The bidders are advised to visit the Office of the undersigned on working days to check & ascertain the sample specification of election materials before applying the bid.

Canvassing in any form shall be liable for disqualification.


Last date of submission of tenders is 03.03.2024 (05.30 PM).

The bidders are to submit sealed tender papers by the due date only by Speed Post/Regd Post/Dropped in the assigned drop box kept in District Election Office, Boudh along with EMD (refundable) of Rs 2,000/- (Rupees Two Thousand) only in shape of Demand Draft and Rs 100.00 (Rupees One hundred) only towards the cost of tender paper (Non-refundable) in favour of Deputy Collector (Elections), Boudh. EMD of Unsuccessful bidders will be refunded after finalization of tender process.


District Election Officer &
Collector, Boudh
District Election Officer &
Collector, Boudh

TERMS AND CONDITIONS

1. The interested supplier/ firms should submit quotations in a sealed envelope. The sealed envelope containing the proposals must be delivered to the District Election Officer & Collector, Boudh by registered post/ speed post/ drop box kept in District Election Office, Boudh latest by 03.03.2024 (05.30 PM). Bids received after due date & Time will not be entertained and shall be liable for rejection.
2. Photocopy of valid PAN Card, GSTIN Registration Certificate should be furnished along with the tender process.
3. The firm/individual/ agency must have own printing press within Boudh Sub-Division area, where the printing will be done. The detail ownership and location of printing press shall be furnished with the tender.
4. The printing of forms will be done under supervision of one Officer with proper guarding of Police personnel for security reason. The agency will complete the work within 3 days of submission of details about printing and shall not use his printing press for any other purpose except printing of forms for District Election Officer & Collector, Boudh.
5. Any legal dispute arises out of this is subject to jurisdiction of Boudh only.
6. The quotationer should have not been blacklisted by any Govt Organization. If found later on, action shall be initiated against the firm as per the law.
7. The successful bidder shall not assign or sublet the contract to any other firms.
8. The District Election Officer & Collector, Boudh reserves the right to accept or reject any or all the quotations without assigning any reason thereof and also has the right to allot/distribute the work to L2 supplier/firm at the lowest (L1) rate in case of L1 bidder fails to deliver items within the prescribed timeline.
9. In case of breach of any terms and conditions and failure to supply the required materials by the successful bidder, the District Election Officer, Boudh will have the right to cancel the order/contact without assigning any reason thereof and nothing will be payable by the purchaser in that event and the EMD shall also be forfeited.
10. Bidders may be present in person or through their representatives with authorization during the opening of Tender at 04.03.2024 (11.00 AM).
11. The order shall be placed to the selected bidder whose bid has been determined to be substantially responsive and who has offered the lowest evaluated bid price. The Procurement committee shall also not be bound to accept the lowest rate, but the acceptance of the quotation shall be based on experience with above related works by the agency.
12. The DEO & Collector, Boudh reserves the right to reject any/ all quotations without giving any reason thereof. The decision of DEO & Collector, Boudh will be final.


**District Election Officer &
Collector, Boudh**

Memo No 478 // Date 24/02/24

Copy forwarded to the Sub-Collector, Boudh/all BDOs/all Tahasildars/EO, NAC, Boudhgarh for information with a request to publish the Notice in their Notice Board for wide publicity among the General Public.

Copy to all members of the District Purchase Committee for information and necessary action.

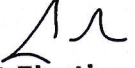
Copy forwarded to DIO,NIC,Boudh for information and necessary action. He is requested to upload the tender call notice in the district portal i.e boudh.nic.in

Copy to Notice Board, Collectorate, Boudh.


**District Election Officer &
Collector, Boudh**

Memo No 479 // Date 24/02/24

Copy submitted to the Joint CEO-cum-Joint Secy. to Govt, Home (Elections) Deptt, Odisha, Bhubaneswar for information and necessary action.


**District Election Officer &
Collector, Boudh**

District Election Officer &

PRINTING OF BALLOT PAPERS & FORMS ETC.

Sl. No	Particulars	Tentative Quantity	Unit Price in Rs inclusive of all taxes
1.	Printing of Postal Ballot Paper (The width of ballot paper to be printed in one column will be between 4" and 6" (75 GSM). The column will be added as per necessity.	15000	
2.	Postal Ballot numbering	--	
3.	Binding	--	
4.	¼ Demi Size form (one side)	2000	
5.	¼ Demi Size form (both side)	2000	
6.	1/8 Demi Size form (one side)	500	
7.	1/8 Demi Size form (both side)	500	
8.	Star Flex Banner with Frame	Per Sq. Ft	
9.	Star Flex Banner without Frame	Per Sq. Ft	
10.	Checklist sticker (EVM Consumables) 14 CM X 7 ½ cm	450	
11.	Checklist sticker polling station item 23 cm X 13 cm	450	
12.	A4 Size full page printing (one side)	500	
13.	A4 Size full page printing (both side)	500	
14.	A3 Size full page printing (one side)	500	
15.	A3 Size full page printing (both side)	500	
16.	Legal Size full page printing	500	
17.	Printing of ID Cards	3500	
18.	ID Card cover	3500	
19.	Different color detachable lanyard for the identity card	3500	
TOTAL			
(Rupees) only

Name of the Firm/Agency.....

Address.....

Signature of the bidder
Contact No _____

DETAILED SPECIFICATION OF POSTAL BALLOT PAPER

POSTAL BALLOT PAPERS -

It may be noted that there would be different specifications for the two types of postal ballot papers, i.e.

Postal ballot papers for Service Voters.

Postal ballot papers for the other categories of electors entitled to vote by postal ballot.

For Service Voters, the particulars regarding names of candidates and party affiliation shall continue to be printed in the official language of the State and in English. Election Symbol is not to be printed on the Postal Ballot for Service Voters. Photographs of candidates shall also be printed on it. The width of the ballot paper, when printed in one column shall be between 4" and 6" as considered necessary. Along with name of candidates, their party affiliation if any is also to be printed i.e., name of the political party which sets up the candidate is to be printed below the name of the candidate. In the case of independent candidates, the word "Independent" has to be printed.

As for the Postal Ballot papers for the other categories of electors i.e., for those entitled to vote by postal ballot (other than Service Voters), the election symbols allotted to the candidates and photographs of candidates shall also be printed thereon. The particulars on the ballot paper shall be printed in the official language of the State and also in English (where English is not the official language). The party affiliation is not required to be printed on the ballot paper in the case of postal ballot for these categories of electors. The width of the ballot paper, when printed in one column, shall be between 4" and 6" as considered necessary. The election symbol shall be printed between the photograph of the candidate and the space for marking vote.

In case of postal ballot papers for other categories of electors entitled to vote by postal ballot paper, the symbol for "None of the Above" option as specified by the Commission shall be printed on the postal ballot paper against the column meant for printing of election symbol.

On both types of postal ballot papers, the photograph of candidates shall be printed. The photograph of the candidates shall be printed in the panel for the name of the candidates and shall appear on the right side of the name in between the name and symbol of the candidate or the column for marking vote/preference, as the case may be. The size of the photograph printed on the ballot paper shall be 2cm x 2.5cm.

Every postal ballot paper shall have a counterfoil attached to it. The counterfoil shall be at the top of the ballot paper and its depth shall not ordinarily exceed 15 cm. The particulars on the counterfoil shall be printed in

English only and it shall contain the following: -

Space for stitching at the top of the counterfoil;

A black border of 1 cm at the top of the counterfoil;

The words "Electoral Roll Part Number and Serial Number of Elector," which shall be printed one below the other on the left-hand side or right-hand side as may be convenient;

Serial number of the ballot paper on the left-hand side either on the front or on the back as may be convenient.

One block of lines of 1 cm with a perforated rule/disjointed straight lines below, separating the ballot paper from the counterfoil.

There shall be one block of lines 1cm below the perforated rule/disjointed lines on the ballot paper.

The width of the postal ballot paper when printed in single column and its counterfoil shall be between four inches (4") and six inches (6") as may be considered convenient by the Chief Electoral Officer for printing the ballot papers. The width particulars of the last candidate on the ballot paper, there shall be a panel with the words "none of the above" written therein. Where the number of contesting candidates exceeds 8, the postal ballot paper shall be printed differently. The ballot paper, in such a case, shall be printed in two or more columns depending upon the number of candidates. Ordinarily, the number of candidates along with provision for "None of the above" panel in one column should not exceed nine, but it should not exceed fifteen in any case. If the number of columns is two, three or more, the width of the ballot paper and its counter-foil shall be dependent on the number of columns, which are provided on the ballot paper. Each column shall be separated from the other by a shaded area of half an inch width from top to bottom. The names of the contesting candidates and their election symbol will appear in the same order in which they appear in the list of contesting candidate in Form 7A (but without the headings of the three categories of candidates mentioned therein). These names will be printed below the other in those columns, starting with the name of the candidate at S. No. 1 in the list of contesting candidates appearing at Serial Number 1 in the first column, candidate at Serial Number 10 in the list of contesting candidates as the first candidate in the second column (if each column has nine names), and so on. If the number of contesting candidates is 10 (if each column has nine names) then the panel showing "None of the above" will be at Sl. No. 11 as the second panel in second column. If the number of contesting candidates including the provision for "None of the above" panel is not exactly divisible by the number of candidates in each column, the end panels on the right side of the ballot paper will be completely shaded. No symbol is to be printed in postal ballot paper.

On the top of the front face of the ballot papers, the particulars of the constituency and the election shall be printed. The particulars of the

constituency will contain the serial number and the name of the Parliamentary or Assembly Constituency, as the case may be, as given in the delimitation of the Parliamentary and Assembly Constituencies Order. In the case of State/Union Territories the whole of which form a Parliamentary Constituency, their names will not find mention in the Delimitation Order. The name of each State/Union Territory shall be mentioned as the name of the Parliamentary Constituency. The year of election and the legend "Genl." or "Bye" will also be printed after the year depending on whether the ballot paper is intended for a general election or a bye- election. The word "Postal Ballot Paper" shall be endorsed below that entry. The following illustrations will make the position clear:

For General Election to the House of the People Postal Ballot Paper (on white paper) "8-Rampur PC. /2004 Genl. Postal Ballot Paper"

For Bye-election to the House of the People Postal Ballot Paper (on white paper) "8 -Rampur PC. /2005 Bye Postal Ballot Paper"

For General Election to the Legislative Assembly Postal Ballot Paper (on pink paper) "11-Almora AC./2004 Genl. Postal Ballot Paper"

For Bye-election to the Legislative Assembly Postal Ballot Paper (on pink paper) "11- Almora AC./2005 Bye Postal Ballot Paper"

The name of each candidate and his symbol shall be inscribed in a panel, the panels being separated from each other by shaded area of 3 cm width. There will be a thick black border of 1 cm at the bottom.

After the panel containing the name and particulars of the last candidate on the ballot paper, there shall be a panel below the said last panel with the words "None of the Above" written therein, for the benefit of those electors who may wish to exercise the option of not voting for any of the candidates in the fray. These words shall be written in the same language or languages as used in the case of names of candidates. The size of the panel shall be the same as in the case of the candidates.

In case of postal ballot papers for other categories of electors entitled to vote by postal ballot paper, the symbol \times for "None of the Above" option as specified by the Commission shall be printed on the postal ballot paper against the column meant for printing of election symbol.

In case of postal ballot papers for service electors, the names of contesting candidates and their party affiliation, if any, on the ballot papers shall be printed in the official language of the State or the Union Territory concerned and also in English where English is not such official language of that State or Union Territory. The particulars in the official language shall appear first over those in English in the ballot papers where such particulars are printed, into the languages as aforesaid. The name of the constituency shall be printed in English only. The particulars on the counterfoil of the ballot paper shall be printed in English only. The particulars

on the postal ballot papers, for the other categories of electors entitled to vote by postal ballot other than Service Voters shall be printed in the official language of the State and also in English (where English is not the official language). The party affiliation is not required to be printed on the ballot paper in the case of postal ballot for these categories of electors. The election symbols of candidates are to be printed in this case.

The serial number of the ballot paper shall be printed on the left-hand side either on the front or on the back as may be convenient.

The postal ballot papers will be stitched into convenient bundles, with consecutive serial numbers. It will be ensured that the serial number on each ballot paper and its counterfoil is identical.

COLOUR OF POSTAL BALLOT PAPERS

The postal ballot papers shall be printed on paper of white colour in the case of parliamentary election, and of pink colour in the case of assembly election.