

GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER, BONGAIGAON
BONGAIGAON
Pin -783380 -mail jd-dc-bongaigaon@nic.in
Phone no. 03664-230889 Fax-231338

BID NO.BND /PAN/PROCUREMENT /2017-18/208/2017/127

Dated. **10th Nov. 2018**

SHORT NOTICE INVITING BIDS FOR SUPPLY OF VARIOUS IDENTITY CARDS.

Sealed Bids Affixing Non-refundable Court Fee Stamp of Rs. 8.25 (Non Refundable) are invited from Leading Registered Printing Press/ Paper House for undertaking the following Printing Works of Identity cards.

Important : Good Quality work, maintaining schedule of urgency is the essence of Bid, only capable Bidder who has the ability to sustain contract and meet time line and dead line set by the Purchaser need only apply since the material are being procured for holding of Panchayat Election.

Important Dates

Date of Issue of Tender : 10/11/2018

Last Date for Receipt of Tender 3 .00 PM of **13 /11/2018**
(The office will remain open on Holidays in view of Panchayat Election)
Opening of Tenders 13/11/2018 3.PM and evaluation same day.

EMD : No Emd has been sought, only Court Fee stamp is mandatory

The Printing Press / Paper House , Dealer must have

1. Valid GST Registration
2. Municipal Trade License
3. PAN Card
4. Should have capability to undertake the job
5. Experience in execution of work with government
6. Attested copies of Record/documents relating to registration of PAN/ TRADE LICENSE/GST should be furnished.
7. Bids submitted without attested copies of the certificates will automatically be rejected.
8. Records /documents in support of experience of printing of supply of forms etc. if any to be furnished.

How to submit Tender/

Tenders are to be submitted in one Envelop. The following must be filled up along with the tender.

- | | |
|----------------------------------|------------|
| 1. About the Bidder/Tenderer---- | Annexure A |
| 2. Experience | Annexure B |
| 3. Rate | Annexure C |

How to submit rate; rates are to be submitted in the annexures as devised.

Rate to be submitted inclusive of all admissible taxes.

Material to be delivered at the Panchayat Election Branch

Requirement : Identity Card Printed on Hard Paper to be used as Identity Cards, not required laminated or not with cover.


Requirements.

1. Identity Card of Officers.

Size : 15 CM X 10 CM , the card has to be one Ribbon in yellow or any colour and **one laminated transparent** cover for inserting the i/Card after signature of officer.

The Card has the following printing. **Colour Pink**

Requirement : 100 Pc.

 <p>OFFICE OF THE DEPUTY COMMISSIONER : BONGAIGAON PANCHAYAT ELECTION, 2018</p>	
Serial No.	Date of issue
Sri.....	
Designation.....	
Office.....	
has been engaged in Panchayat Election in Bongaigaon District	
as.....	
issuing Authority	

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2. Identity Card for Candidates.

ক্রমিক	কাৰ বাবে	ৰং	ছপাকৰিব লগা সংখ্যা	Rate Per Piece
১.	জিলা পৰিষদৰ সদস্য size 15x 10 CM	পাতল নীলা	৭৫ no.s	
২।	আঞ্চলিক পঞ্চায়তৰ সদস্য 14x10 CM	গোলপীয়া	৩০০	
৩।	গাওঁ পঞ্চায়তৰ সভাপতি 10x10 CM	হালধীয়া	২৮০	
৪।	গাওঁ পঞ্চায়তৰ সদস্য 10X8 CM	ব'গা	৩০০০	

The following has to be printed on the above I/Cards

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ক্রমিক নং শ্রী..... জিলা পৰিষদৰ অন্তৰ্গত..... আঞ্চলিক পঞ্চায়তৰ এলেকাৰ সমষ্টিৰ পৰা এজন প্ৰাৰ্থী হয়। সমষ্টিৰ নাম..... <p style="text-align: center;">প্ৰাধিকৃত বিষয়াৰ চহী</p>	

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Serial No. 3

Pass for Staff

Size 10 CM X 8 CM :

Text to be printed same as Serial no. 1. Colour White:

Requirement 300 Pcs. Laminating cover not required.

Pease quote rate per piece of Identity Card inclusive of all taxes.


Deputy Commissioner

Annexure A (About the Bidder)

	Name of the PRESS/Firm	
	Full address	
	Email id/ phone no.	
	GST REGISTRATION NO.	
	PAN NO.	
	INDUSTRY REGISTRATION NO.	
	SMALL SCALE INDUSTRY REGISTRATION	
	Registration from Printing & Stationery Deptt.	
	Municipal License no.	

*Attach a self-attested copy of certificate/ document

Signature of owner of Printing Press

Annexure B

Experience

Date of Order	Name of organisation for whom Printing done	Nature of work	Total amount of order executed

Annexure C Price Schedule

				Price per piece
	Requirment 1 Identity card for officer			
	Requirement 2 identity card for candidate			
	Requirement 3 Pass for Staff			

Full signature of owner or Manager