

GOVERNMENT OF ASSAM  
OFFICE OF THE DEPUTY COMMISSIONER:..... GOALPARA  
(NRC CELL)

No. NRC .02/GLP/Quotation/Pt-II/2014/2

Dated, Goalpara, the 9<sup>th</sup> January, 2015

**SHORT QUOTATION NOTICE**

Sealed Quotation on plain paper affixing non refundable Court Fee Stamp of Rs.8.25 (Rupees Eight & Paise Twenty Five) only are invited from the intending private registered printing presses, for **Printing and supply of Scan (PDF) NRC 1951 & scan Electoral Roll of Pre 1971** as per following terms & conditions in connection with NRC updation project of Goalpara District and will be received up to **3 PM on 19<sup>th</sup> January, 2015**. This will be opened on the same date at **3 :30 PM in the Office Chamber of Addl. Deputy Commissioner & Nodal Officer, NRC, Goalpara** in presence of the **quotationer** or their authorized representatives.

The quotationer must submit up-to-date **income tax** and **Sales Tax clearance certificates** with their quotation.

**TERMS & CONDITIONS**

1. The Printing Presses/Firms should be registered .
- 2 **The rate of printing should be quoted in figure and words.**
3. **The Printing is to be done on single side of full page in Legal size Copier paper of 75 GSM or in A 3 size of Copier paper of 75 GSM**
4. The rate **should be quoted** inclusive of packing and stitching charges Polling Station wise/village wise/field Unit wise and **all other incidental charges including carriage** to the Office.
5. **Rate should be quoted separately for both Legal Size page printing and A 3 size page printing**
- 6 The rate should be **quoted inclusive all taxes.**
7. Quantity of scan Electoral **Roll to be printed** for 2 sets in total of 24288 Pages(Approx) and scan NRC for 2 sets in total of 29486 pages (Approx)
- 8 The Tender shall be **accompanied with up-to-date** certificate of Income Tax Return and VAT Clearance Certificate.
- 9 The Tender shall be **accompanied with PAN/Trade License /Bank Accounts with full address .**
- 10.The Presses/Firms selected will **have to deposit Rs, 5,000.00** (Rupees five thousand) as security deposit in favour of Deputy Commissioner, **Goalpara in the shape of Bank Draft.** alongwith execution of Indemnity Bond .
11. The printing & supply of scan **Electoral Rolls & NRC** should be completed within 3 (three) days after receiving the supply order of **printing , Delivery of printed rolls/NRC** should be NRC Cell, D.C.'s Office, Goalpara.
12. In the event of failure to print and **supply of scan Electoral Roll /NRC** as will be given in the work order entail for confiscation of security **deposit to the Govt as well** as entail black listing of the firm for all future works.
13. Incidentally, if the date **of submission of the quotation** happens to be a Govt holiday, the next day on which Office will open, be the date of submission and opening of quotation.
14. The payment of printing will be made only on receipt of fund from the Govt.
15. This Office gives no assurance to the L-1 bidder to award the work at his quoted rate. If the undersigned finds that the L-1 rate is on the higher side, the undersigned may negotiate the price with L-1 bidder at the rate deemed appropriate .The undersigned reserves the right to accept or reject any quotation without assigning any reason thereof .

This tender may be obtained from the NRC Cell of the Deputy Commissioner's Office, Goalpara or the Official website of Goalpara District **www.goalpara.nic.in** during the office hours up-to 18 /01/2015.

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