



GOVERNMENT OF ASSAM  
OFFICE OF THE DISTRICT COMMISSIONER ::: TINSUKIA  
(ELECTION BRANCH)

No. TEL.5/PE/2024-25/1768

Dated Tinsukia the 9<sup>th</sup> December, 2024

**SHORT NOTICE INVITING QUOTATION**

Sealed tender affixing court fees of **Rs. 8.25 (Rupees Eight and Paise Twenty Five)** only are hereby invited from printing presses of Tinsukia District registered with Printing & Stationery Department, Govt. of Assam for printing of Draft Electoral Roll & Final Photo Electoral Roll of Panchayat Election 2024-25.

The tender will received by the Election Officer, Tinsukia till **02.00pm** on 18/12/2024 on behalf of the undersigned and sealed tenders will be opened at **04.00pm** on the same day i.e. **18/12/2024**

**Terms and Conditions :-**

1. The printing of Electoral Rolls should be done on the A4 size 75 GSM paper and the printing presses have to supply required printing papers. The rate of printing per page should not be above of **Rs. 2.80** for both side and **Rs. 1.90** for single side.
2. Error free printing of Photo Electoral Roll will be the responsibility of the printing press.
3. Required Pdfs of Electoral Rolls will be provided by the Election Branch, DC's office, Tinsukia for printing.
4. All quoted rates should be inclusive of all types taxes i.e. GST, IT and also the charges for cutting pages to the desired size in addition to setting, stitching and binding etc.
5. The printing press should furnish the Category Certificate/Registration Certificate from Printing & Stationery Department, Assam, GST Registration Certificate, PAN Card, Latest IT Return Receipt as per rule.
6. This undersigned gives no assurance to the L-1 bidder to award the work at his quoted rate. If the DEO finds that the L-1 rate is on the higher side, the DEO may negotiate the price with L-1 bidder at the rate deemed appropriate.
7. The undersigned reserves the right to cancel/modify/alter any work order, in case of any exigency without assigning any reason thereof.
8. The Quotations must be submitted in the sealed envelope super scribed by **"Quotations for printing and supply of Draft Electoral Roll and Final Photo Electoral Roll of Panchayat Election, 2024-25."**
9. The printing of Electoral Rolls must be completed and delivered to the undersigned within the stipulated date and time.

  
District Commissioner  
Tinsukia

Dated Tinsukia the 9<sup>th</sup> December,

No. TEL.5/PE/2024-25/1768 (A)  
2024

**Copy to:-**

1. Addl. District Commissioner (Election) & i/c, Election Monitoring Cell, Panchayat Election 2024-24, Tinsukia for information and necessary action.
2. Election Officer, Tinsukia for information and necessary action.
3. DIO, NIC, Tinsukia for information and necessary action.
4. DIPRO, Tinsukia for information and necessary action.
5. All local printing presses for information and necessary action.
6. Notice Board of DC's Office/Treasury Office Tinsukia.

  
District Commissioner  
Tinsukia

  
District Commissioner  
Tinsukia