



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



NO TEL.28/SIR/2025/643

Dated Tinsukia the 21st August, 2025

SHORT NOTICE INVITING QUOTATION

Sealed tender affixing court fees of **Rs. 8.25** are hereby invited from private printing presses of Tinsukia District registered with Printing & Stationery Department, Govt. of Assam for printing of **Enumeration Forms (EFs)** of 2 (Two) pages for forthcoming Special Intensive Revision - 2026 purpose.

The tender will received by the Election Officer, Tinsukia till **03.00pm** on **28/08/2025** on behalf of the undersigned and sealed tenders will be opened at **04.00pm** on the same day i.e. **28/08/2025**.

Terms and Conditions :-

1. The printing of **Enumeration Forms (EFs)** should be done on the A4 size paper with 75 GSM and the printing presses have to supply required printing papers. The rate of printing per page should not be above of **Rs. 2.80 (excluding GST)** per copy. (For both side B&W printing).
2. 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 if required.
3. The printing press should furnish the Category Certificate/Registration Certificate from Printing & Stationery Department, Assam, GST Registration as per rule.
4. This office 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.
5. Tender must be supported by certificate of Printing and Stationery Department, Govt. of Assam.
6. Tenderer must submit copy of PAN Card, latest IT Return receipt and GST Registration Certificate.
7. The undersigned reserves the right to cancel/modify/alter any work order, in case of any exigency.
8. The Quotations must be submitted in the sealed envelope super scribed by "**Quotations for printing and Supply of Enumeration Forms (EFs)**".
9. The printing of Enumeration Forms (EFs) must be completed and delivered to the undersigned within the stipulated date and time without fail.

District Election Officer
Tinsukia

Dated Tinsukia the 21st August, 2025

Memo NO. TEL.28/SIR/2025/643 (A)-

Copy to:

1. ✓ DIO, NIC, Tinsukia for uploading the tender Notice in the Office Website of Tinsukia District.
2. DIPRO, Tinsukia for information and publishing the Tender Notice in Two Daily News Papers (One Assamese and One English).
3. All printing Presses of Tinsukia District for information and necessary action.
4. All concerned for information and necessary action.
5. Notice Board of DC's Office, Tinsukia/All EROs Office/Treasury Office, Tinsukia.
6. Office order file.

District Election Officer
Tinsukia

District Election Officer
Tinsukia