



**DISTRICT ELECTION OFFICE
GANJAM, CHATRAPUR**



**ELECTION URGENT
SGE - 2024**



06811 263859(O),

Email ID : ganjamelection@gmail.com

L. No. 1852 / Elec.
XVII-148/2024

Dtd. 15-04-24

SHORT NOTICE INVITING TENDER (SNIT)

The Collector & District Election Officer, Ganjam, Chatrapur proposes to select Manufacturer Agency for procurement of **Mobile Phone** to shoot out the various events in connection with Simultaneous General Election-2024. The details schedule of events is given in the following manner.

Schedule of Events

Publication of tender	:-	15-04-2024
Last Date for receipt of bids	:-	17-04-2024 (01.00 PM)
Opening of General bids	:-	17-04-2024 (3.30 PM)
Opening of Financial bid	:-	17-04-2024 (3.30 PM)

The application fees of Rs. 500/- (Rupees five hundred) only in shape of Demand Draft / Banker Cheque in shape of Demand Draft in favour of Collector & District Election Officer, Ganjam payable at Chatrapur must be furnished by the tenderer. The tender application fee is non-refundable. The tender documents are available at District Election Office, Ganjam, Chatrapur. The bidders are advised to visit frequently or contact District Election office to track any modification / corrigendum etc. or to know the samples of articles in this connection. They are also advised to go through the term and condition carefully before submitting the tender paper and also see the sample item at this office. Last date of submission of tenders is **17-04-2024 by 01.00 PM**. No tenders will be received after due date and time. The tender paper if any received after the above said date will not be taken into account. Canvassing in any form shall be liable for disqualification.

The interest firms are required to submit each of their General proposals, Financial proposals in sealed envelopes and the same sealed envelope containing the proposals must be delivered to the office of the Collector, Ganjam by Speed Post / Registered post / shall be dropped in the assigned drop box kept at the District Election Office, Ganjam, Chatrapur in the address of Collector & DEO, Ganjam. The Collector, Ganjam reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

**Collector & District Election Officer,
Ganjam, Chatrapur**

Memo No. 1853 / Elec.

Dated 15-04-24

Copy to Notice Board, Ganjam Collectorate, Chatrapur.

Copy to DIO, NIC, Ganjam Collectorate, Chatrapur for information and necessary dissemination of the information / quotation in the district website. Copy to DIPRO, Ganjam, Chatrapur for information and necessary action.

Copy to all Sub-Collectors / Municipal Commissioner, BeMC, Berhampur / All BDOs / All Tahasildars / All ULBs of this district for information with a request to publish the notice in their office notice board for wide publicity in the interest of the General public.

Copy submitted to the Joint CEO-cum-Joint Secretary to Govt. Home (election), Odisha, Bhubaneswar for kind information.

**Collector & District Election Officer,
Ganjam, Chatrapur**

Memo No. 1854 / Elec.

Dated

Copy to ADM-cum-Addl. DEO, Ganjam / Treasury Officer, District Treasury, Ganjam, Chatrapur / Asst. Collector (Nizarat), Ganjam, Chatrapur / Deputy Collector, (Election), Ganjam, Chatrapur (all members of Tender Committee Members) for information and necessary action.

**Collector & District Election Officer,
Ganjam, Chatrapur**

Terms and conditions :-

1. Photocopy of valid PAN card, GSTIN registration certificate, IT return documents of last three years must be enclosed by the bidder alongwith their proposals. All the pages of the tender papers should be signed with seal of the firms / agencies.
2. The application fees of Rs. 500/- (Rupees five hundred) only in shape of Demand Draft / Banker Cheque in favour of Collector & District Election Officer, Ganjam payable at Chatrapur must be furnished by the tenderer.
3. Relevant self-attested copies of documents in support of the above criteria must be enclosed alongwith General bid documents failing which the bid will be liable to be rejected.
4. Any legal dispute arises out of this is subject to jurisdiction of Ganjam District only.
5. The bidder should have not been blacklisted by any Govt. organization/court etc. If found later on, action shall be initiated against the firm as per the law by the undersigned.
6. The successful bidder shall not assign or sublet the contract to any other firm.
7. Prices shall be quoted in Indian Rupees (both in figures & words) carefully and legibly.
8. Time is the essence of the contract and delivery must not be later than the date specified in the order.
9. The Collector, Ganjam 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 if L1 bidder fails to deliver items within the stipulated period. No request or prayer to extend the date of supply will be considered at any circumstances.
10. In case of breach of any terms and conditions and failure to supply the required materials by the successful bidder, the Collector, Ganjam will have the right to cancel the order / contract without assigning any reason thereof and nothing will be paid by this office in that event.

**Collector & District Election Officer,
Ganjam, Chatrapur**

FINANCIAL BID

Quotation Call Notice No. :-
Name of the Supplier/ Firm/ Agency :-
Address of Supplier/ Firm/ Agency :-
Pan No. :-
GISTIN No. of Supplier/ Firm/ Agency :-

Rate quoted for required Items

Name of the Article	Rate (in Rs.) including tax		
	Samsung	Vivo	Oppo
5G Smart Phone, 6 GB RAM, 128 GB ROM, 5000 Mah Battery			

SIGNATURE & SEAL