



**Election Urgent**

Government of West Bengal  
OFFICE OF THE DISTRICT MAGISTRATE & DISTRICT ELECTION OFFICER  
Barasat, North 24 Parganas

**DISTRICT MATERIAL CELL, LOKSABHA GENERAL ELECTION - 2014**

No. 11 /LSE/DMC/2014

Dated: 24.3.14

**SHORT NOTICE INVITING TENDER**

Tender/Quotation in sealed cover is hereby invited from Reputed/ Bonafied / Reliable suppliers for supplying different stationery article i.e. (1) Mosquito coil small size(Good Night/Motin/Max) (2) Carbolic Acid (3) Plastic jacket for I.Card with ribbon (Ordinary / Special Quality) (4) Pencil Eraser (5) Pencil Sharpener (6) Scissor(Small/Medium/Large) (7) Knife(Small/Medium) (8) Calculator (12 digit(ORPAT) to be used in connection with ensuing Loksahba General Election-2014.

Intending suppliers will quote the rate of the article per piece category-wise.

Supply order for supplying of material will be issued from District Material Cell and payment will be made from this end and after satisfactory supply of the articles.

Tenderer /Quotationer will have to submit the tender application with earnest money of Rs.10,000/- (Rupees ten thousand) in the form of demand draft drawn in favour of the Project Director, D.R.D.C., North 24-Parganas, and drop it in the Drop Box kept in the DRDC Office (2<sup>nd</sup> Floor of ANGANA Building, Barasat near North 24-Parganas Zilla Parishad Building), within 27.3.14 between 11-00 a.m. and 3-00p.m. on the Office day.

Tender/Quotation will be opened on 27.3.14 at 4-00p.m. in the Chamber of the Project Director, D.R.D.C., North 24-Parganas, Barasat.

Tender inviting authority reserves the right to accept or reject any tender without mentioning any causes. Tenderers must follow the terms & condition appended below.

**Terms & Conditions :-**

1. Payment will be made, on satisfactory supply of all materials in good condition and as per quality Prescribed.
2. Agency is also requested to submit credential certificate for similar type of work, if any.
3. Agency shall submit sample article on 27.3.14.
4. ST/IT/VAT will be deducted as per existing Govt. norms.
5. If any item is found defective/damaged, that has to be replaced by the supplier immediately within a very short time and in that case extra cost (if any) will have to be borne by the supplier.
6. Materials, as required, will have to be supplied within 4(four) days from the date of issuance of supply order.
7. Payment will be made only after satisfactory supply of the articles as per sample produced on demand and penalty will be imposed or deduction from the payable amount will be made as per discretion of the tender committee in case of the quality of the articles differs anyway from the supplied sample at the time of finalization of tender process.

**Project Director, DRDC & Sr. Supervisory Officer,  
Material Cell, Loksabha General Election-2014  
North 24-Parganas, Barasat.**

Memo No. 11 / (15) / LSE/DMC/2014

Dated: 24/3/14

**Copy forwarded for information & taking necessary action with request to display in Notice Board**

1. The District Magistrate, North 24-Parganas.
2. The Addl. Executive Officer, North 24-Parganas Zilla Parishad.
3. The Project Director, DRDC, North 24-Parganas & Sr. Officer-in-Charge, District Material Cell, Loksabha General Election -2014.
4. The Officer-in-Charge, District Election, North 24-Parganas.
5. The Officer-in-Charge, District Material Cell, North 24-Parganas.
- 6-10. The Sub-Divisional Officer, Barasat(Sadar)/Barrackpore/Bongaon/Basirhat/Bidhannagar, Sub-Division, North 24-Parganas.
11. The Dist. Panchayat & Rural Dev. Officer, (DPRDO), North 24-Parganas, Barasat.
12. The DIO, NIC, North 24-Parganas with request to publish in the website.
- 13-15. The CA to the ADM(G)/ADM(LR)/ADM(T), North 24-Parganas for appraisal of ADM.

**Project Director, DRDC & Sr. Supervisory Officer,  
Material Cell, Loksabha General Election-2014  
North 24-Parganas, Barasat.**