

**GOVERNMENT OF MEGHALAYA
ELECTION DEPARTMENT**

No. EL.49/2017/13

Dated Shillong, the 12th February, 2019

QUOTATION

Sealing Quotation affixing non-refundable Court Fee Stamp of Rs. 100/- (Rupees One hundred only) are invited from interested and reputed firm for the supply of “**Presiding Officers Kit/Backpack (Bags)**”. The last date for receipt of the quotation is up to **3:00 P.M. on 28th February 2019** and the same will be opened at 3:30 P.M. in the presence of the quotationers or their representative.


The envelopes containing the quotation duly super-scribed with “**QUOTATION FOR SUPPLY OF PRESIDING OFFICERS KIT/BACKPACK (BAGS)**” must reached the undersigned on or before the stipulated date and time. Quotation received after the date and time will not be entertained.

The undersigned reserves the right to reject any quotation without assigning any reason thereof and does not bind to accept the lowest rates whatsoever.

| <u>PARTICULARS</u> | <u>QUANTITY</u> |
|--|-------------------------|
| PRESIDING OFFICERS KIT/BACKPACK BAGS: Black 1000 dr in polycoated fabric.24”-LENGTH x 16”-BREADTH x 10”-WIDTH in size. 6mm/8mm padding all over the body. Laptop jacket of 8mm with inner lining.5 compartments as per sample submitted.8 no toni chain with black S2 anodized pullers. Delrin fittings as adjusters. Inner lining of polyster and main compartment division of tetron..one side bottle holder of black mesh in material with other of same 1000dr with chain pocket.1” dpl basket tape as holders.1” piping tape all over the body. Printing as per artwork submitted. Single pc PP packing | 3500 NOS OR MORE |

TERMS AND CONDITIONS

1. The rates quoted should be inclusive of all taxes etc., payable including free delivery at the Office of the undersigned.
2. The samples of the “Presiding Officers Kit/Backpack (Bags)” should be furnished along with the tender, failing which, no tender will be considered.
3. The following particulars should be submitted by the Firm (s) along with their tender, failing which no tender will be considered.
 - i. An Earnest Money of Rs. 10,000/- (Rupees Ten thousand Only) should be deposited by Non-Tribal Firm (s) and Rs. 5,000/- (Rupees Five Thousand Only) by the Tribal Firm (s) in the form of a Call Deposit/Term Deposit pledged in favour of the undersigned and furnished along with the quotation which will be converted into Security Deposit.
 - ii. Trading License issued by the District Council (in case of Non-Tribal firm(s)).
 - iii. Scheduled Tribe Certificate by the Tribal Firm(s).
 - iv. Pan Card
 - v. GST Registration Certificate/ Registration No.
 - vi. Upto-date Professional Tax from the Authority concerned.
 - vii. An undertaking in plain paper duly signed and sealed to the effect that the supply will be carried out by the Renderer himself/herself.
4. In a situation where large number of tenders quoted the same rate, thereby forming a cartel, such tenders will be summarily rejected.
5. Delivery should be within 15 days from the date of issue of supply order, failing which the supply shall automatically stand cancelled.
6. Payment will be made after successful delivery. The bill is to be submitted in triplicate.
7. No advance payment shall be made by the Office.
8. Rates once submitted cannot be changed and should be valid for at least three years from the date of contract.
9. The undersigned does not bind himself to assign any reason for accepting or rejecting any tender.



Joint Secretary to the Govt. of Meghalaya,
Election Deptt. & Additional Chief Electoral Officer,
Meghalaya, Shillong.

Dated Shillong, the 12th February, 2019

Memo No. EL.49/2017/13 -A

Copy to:-

1. CEO's website.
2. Notice Board.


Under Secretary to the Govt. of Meghalaya,
Election Department,
Meghalaya, Shillong.