

WEST BENGAL STATE ELECTION COMMISSION
18, Sarojini Naidu Sarani (Rawdon Street)
Kolkata - 700 017
Ph. No. 2280-5276; FAX- 2280-7373
E-Mail- sec-wb@nic.in

No. 102-SEC/8P-16/2012

Dated: 31.01.2018

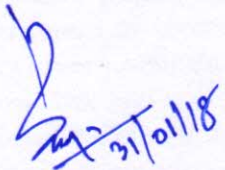
NOTICE INVITING LIMITED TENDER INQUIRY (L.T.I.)

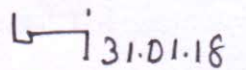
West Bengal State Election Commission, invites Limited Tender Inquiry (L.T.I.) in sealed cover vide No. **102-SEC/8P-16/2012 dated 31.01.2018** from reputed manufacturer company of Arrow Cross Mark with Rubber Stamp having manufacturing unit **in India** for procurement of Arrow Cross Mark with Rubber Stamp as recognized by Election Commission of India with regard to the ensuing Panchayat General Elections, 2018. A detail requirement schedule is annexed in the table below. **(Submission of Hard copies of Bid Document directly to the office of the West Bengal State Election Commission, 18, Sarojini Naidu Sarani (Rawdon Street), Kolkata – 700017, only shall be entertained)**

Sl. No	Item Name	Quantity Required	Place of delivery	Rate Per Unit
1	Arrow Cross Mark with Rubber Stamp (Both Side)	5,00,000 (five Lakh)	West Bengal State Election Commission, 18, Sarojini Naidu Sarani (Rawdon Street), Kolkata – 700017.	(to be quoted in INR for per unit inclusive of all taxes / charges)

- 1) In the event of tender process, intending bidder may download the tender notice documents from the website www.wbsec.gov.in directly.
- 2) **Eligibility criteria for participation in the tender.**
 - i. Reputed Arrow Cross Mark with Rubber Stamp Manufacturing Company having manufacturing unit in India and also having credential of work experience of similar nature **as a prime agency** under authority of State/ Central Government, State/ Central Government undertaking/ Statutory Bodies Constituted under the Statute of the Central/ State Government during the last 3 (three) years from the date of issue of this Notice.
 - ii. Income Tax Acknowledgement Receipt for the latest Assessment year, Professional Tax Deposit Challan (if any) for the year 2016-2017, Pan Card, GST Registration Certificate are to be accompanied with the Bid Documents.
 - iii. The prospective bidders shall neither have abandoned any work nor any of their contract have been rescinded during the last 3 (three) years. Such abandonment or rescission will be considered as disqualification towards eligibility.
 - iv. **Tenderers have to be quoted price per UNIT of Arrow Cross Mark in INR and Quantities mentioned are tentative and it may vary on the basis of actual requirement.**
 - v. The rate quoted by the tenderer should include all related costs like any logistics support. The rate shall be inclusive of all types of taxes including GST as applicable. The rate should be quoted as the unit cost for providing the required quantity of **Arrow Cross Marks** of the specification provided and the quantity may vary at the time of awarding supply order.

- 3) Payment will be made to the executing agency after satisfactory supply of the items so required in good condition and after receiving clearance certificate from the testing agencies and as per availability of fund.
- 4) No mobilization advance and secured advance will be allowed.
- 5) **Security Money:** A refundable Bid Security amounting to Rs. 50,000 (Rupees fifty thousand) shall be provided along with the bid. The bid security has to be deposited in demand draft payable at Kolkata in favour of the Secretary, West Bengal State Election Commission.
Bidders eligible for exception of Security Money as per govt. rule may avail the same and necessary documents thereof must be submitted with the bid documents.
- 6) **There shall be no provision of Arbitration.**
- 7) If the bidder withdraws the bid during the validity period of bid, the security money as deposited will be forfeited forthwith without assigning any reason thereof.
- 8) **The safety security and secrecy of the items to be supplied must be maintained.**
- 9) The responsibilities of the goods / items in-transit on road will be the suppliers own risk and the items must be fully insured against any tentative loss or damage. Insurance shall be taken for 100% of the value of the contract
- 10) **Bid Documents are needed to be submitted by 12.02.2018 up to 03.00 PM in sealed cover directly in the office as specified.**
- 11) **The Bid documents will be opened on 12.02.2018 at 03.30 PM. The Intending bidders must bring a packet of 10 (ten) sample of arrow cross mark stick on the date of opening tender. The bidder may remain present at the time of opening of bid.**
- 12) **Delivery Clause :**
The supplier must deliver all the goods within the stipulated date and time and at the place as will be specified in the supply order.
- 13) **Transportation arrangement:**
The bidder shall arrange for all means of transport required for carriage and supply of **Arrow Cross Mark with Rubber Stamp** required within stipulated date and time and specific places. The bidder must consider this aspect while quoting rate.
- 14) The West Bengal State Election Commission, reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.


Seal and Signature of the Tenderer
West Bengal State Election Commission


Joint Secretary
West Bengal State Election Commission
Signature of Tender Accepting Authority