



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

E-mail: deo-baksa@nic.in

Phone/Fax-03624-234556/234524

No.BEL-05/2026/ALA/NIT/448

Dated Mushalpur, the 24th March, 2026

SHORT NOTICE INVITING TENDER NOTICE


Sealed quotations affixing court fee stamp worth of Rs. 8.25 (Rupees Eight and Twenty-Five paise) only are invited from intending Printing Press registered with Registrar of Societies, Assam, in case of Individuals registered with any Govt. department for Printing of Voter Information Slip in connection with General Election to Assam Legislative Assembly, 2026 under following terms and conditions. In view of urgent nature of work, the quotations will be received upto **03:00 PM of 27/03/2026** and will be opened on the same day in the Conference Hall Office of the District Commissioner, Baksa, Mushalpur in presence of the quotationer or their representatives. Quotations will have to be deposited at the tender box kept at Election Office, Baksa, during office hours on working days. The tenderer should quote rate as per format shown below.

Sl. No	Name of the Article	Specification	Rate (Inclusive of all taxes)
1	Voter Information Slip	Size of the Voter Information Slip:-A4 Paper (Black & White Both Side Printing) Page Quality:-75 GSM white paper	

TERMS AND CONDITIONS:

1. Non-refundable of bid processing fee of Rs. 1000/- (Rupees One thousand) only in cash and EMD/Bid Security of Rs. 5, 000/- (Rupees five thousand) only are to be deposited in Bank Draft pledged in favour of District Election Officer, Baksa.
2. The rate should be quoted inclusive of all takes.
3. The quotationer must attach the photo copy of Firm's Govt. Registration Certificate/GST Registration Certificate, PAN Card, trade License from MB, IT returned of last 3 (three) years and Bank Account Number with the Quotation.
4. L1 rate will be decided through the tender. All work orders will be issued in L1 rate only. For supply of each listed item, preference will be given to the bidder who has quoted L1 rate for that particular item.
5. Documents to be furnished along with rate.
 - i) GST return for the last 3 (three) Financial Year.
 - ii) IT return for the last 3 (three) Financial Year.
 - iii) PAN Card.
 - iv) Earlier experience in same field.
6. All the printing works should be completed within the stipulated time to be fixed by the undersigned.
7. Rates once accepted will not be changed and will remain for hiring valid for a period of one year.

9. District Election Officer has the right to accept or reject any or all tenders without assigning any reason thereof and has the right to fix the price of any materials as per prevailing market rate.



District Commissioner as,
District Election Officer,
Baksa, Mushalpur

Dated Mushalpur, the 24th March, 2026

Memo No: BEL-05/2026/ALA/NIT/448-A

Copy to:

1. The Chief Electoral Officer, Assam, Dispur for favour of kind information.
2. The Addl. District Commissioner (Election), Baksa for information.
3. The District Information and Public Relation Officer, Baksa for wide publicity and publication in local newspapers.
4. The DIO, NIC, Baksa for information and necessary action. She is requested to upload the NIT in the District Website.
5. Notice Board.


District Commissioner as,
District Election Officer,
Baksa, Mushalpur