



GOVT. OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER &
DISTRICT ELECTION OFFICER
MAJULI

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No. MEL. 04/2024/Tender-Refreshment/441-13

Dated-29/02/2024

From: The Addl. District Commissioner (Election)
Majuli.

To: The Director of Information and Public Relations,
Assam, Dispur, Guwahati-06.

Sub: - Publishing of Notice Inviting quotations in connection with General
Election to Lok Sabha- 2024 in Majuli District.


Sir,

With reference to the above subject, I have the honour to enclose herewith a copy of Short Notice Inviting Quotation for Refreshment and hiring of IT & Electronic Equipment in connection with conduct of General Election to Lok Sabha- 2024 in Majuli election district.

I would, therefore, like to request you to publish the enclosed advertisement in 2(Two) widely circulated local English and Assamese dailies urgently.

Enclosed: - *Short Notice Inviting Quotations-*
2 copies as stated above

Yours faithfully


Addl. District Commissioner (Election)
Majuli

Memo No.MEL.04/2024/Tender-Refreshment/
Copy to: -

Dated:29/02/2024

1. The District Information and Public Relations Officer, Majuli for information and necessary action.
2. PA to DC, Majuli for kind appraisal of District Commissioner, Majuli
3. Concerned file.


Addl. District Commissioner (Election)
Majuli



GOVT. OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER AND DISTRICT ELECTION OFFICER
MAJULI

No.MEL.06/2024/IT Hire/4416-17

Dated-27/02/2024

SHORT NOTICE INVITING QUOTATION

Sealed quotations affixed with non-refundable court fee stamp of Rs 8.25 (Rupees eight & paise twenty-five) only are invited from registered firms and suppliers for **hire charge of IT and Electronic Equipment** (as per the list attached) in connection with conduct of Parliamentary Election, 2024 as per the following terms and conditions.

TERMS AND CONDITIONS:

1. The bidders must attach the self-attested copies of firm Govt. Registration Certificate, GSTIN, PAN Card, Trade License from relevant authority, IT returned of last 3 years and bank account number with the quotation.
2. Intending quotationers may collect the list of electrical & electronic items from the Election Branch of the office of the undersigned.
3. Bidders must state the name of company manufacturing the electrical & electronic item and the brand name/model of the materials. Bidders will have to give samples for preliminary verification in respect of the materials having no trade mark etc.
4. The quotation shall have to be placed in proforma duly completed in all respects.
5. Bidders will be responsible for supplying quality IT & Electrical Equipment. If any supplier fails to supply materials as per quality and specification, his/her order will be rejected immediately.
6. The rates should be inclusive of all taxes.
7. Rates should be quoted both in figures and words.
8. Non- refundable of bid processing fee of Rs.1000/ (Rupees One Thousand) only and EMD/Bid Security of Rs. 10,000/- (Rupees Ten Thousand) only as security deposit in the form of Demand draft/Call Deposit in favour of "District Election Officer, Majuli" payable at Majuli along with the quotation.
9. L1 rate for each item 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.
10. Security money will be forfeited in case of breach of conditions.
11. No advance payment will be made.
12. Payment will be made after election process is over subject to availability of fund.

The quotations may be dropped in the quotation box in the Election Branch of the office of the undersigned. The last date for submission of quotations is **2.00 pm of 8th March, 2024** and the same would be opened on the same day at **4.00 pm** in the presence of bidders or their authorized representatives in the chamber of Additional District Commissioner, Majuli. In case that day happens to be a holiday, the quotations will be opened on the next working day.

The list of items may be seen along with the Short Notice Inviting Quotations uploaded in the website: www.majuli.gov.in.

The undersigned has the right to accept or reject any or all quotations without assigning any reasons thereof and has the right to fix the price of any materials as per prevailing market rate.


**District Commissioner &
District Election Officer
Majuli**

Dated-27/02/2024


Memo No. MEL.06/2024/IT Hire/
Copy to

1. The Chief Electoral Officer, Assam, Dispur for favour of information.
2. The DIPRO, Majuli for wide publicity.
3. All local firms.

Sd/-
**District Commissioner &
District Election Officer
Majuli**

LIST OF IT & ELECTRONIC ITEMS FOR HIRING

Sl. No.	Name of Materials	Quality	Size	Unit	Rate per day	
1	Television LED	Branded	Up to 32 inch	Per unit/ per day		
2	Television LED	Branded	Above 32 inch	Per unit/ per day		
3	Dish TV (Inclusive of installation)	Branded	Standard	Per unit/ per day		
4	Projector	Branded	Standard	Per unit/ per day		
5	White Screen for projector with stand	Branded	Standard	Per unit/ per day		
6	Computer Set (With LED Monitor) With UPS System	Branded	17 inch	Per unit/ per day		
7	Laptop with windows, MS office, Antivirus etc.	Branded	Standard	Per unit/ per day		
8	CCTV System with all accessories Fitting & Fixing	Branded	Standard	Per camera/ per day		
9	Laser Printer	Branded	Standard	Per Pc		
10	Colour printer	Branded	Standard	Per unit/ per day		
11	Inverter (sine Wave)	Branded	800 VA	Per unit/ per day		
12	Inverter (Square Wave)	Branded	800 VA	Per unit/ per day		
13	Branded Battery for Inverter	Branded	150 AH	Per unit/ per day		
14	Emergency Chargeable Light	Branded	2 hour back up	Per unit/ per day		
15	Xerox Machine	Branded	Standard	Per unit/ per day		
16	Scanner	Branded	A4 and Legal	Per unit/ per day		
17	CCTV System with all accessories Fitting & Fixing (LCD Display, UPS-5KVA, PoE Switch, Cat6 cable, 16DVR)	Dome camera	Branded	Standard	Per camera/ per day	
		Bullet camera	Branded	Standard	Per camera/ per day	


District Commissioner
District Election Officer
Majuli



GOVT. OF ASSAM

OFFICE OF THE DISTRICT COMMISSIONER AND DISTRICT ELECTION OFFICER:
MAJULI

SHORT NOTICE INVITING QUOTATION

No.MEL.04/2024/Tender Refreshment/ 4414-15

Dated- 27/02/2024

Sealed quotations affixed with non-refundable court fee stamp of Rs 8.25 (Rupees eight & paise twenty-five) only are invited from registered firms and suppliers for **supply of refreshment** (as per list enclosed) as and when ordered in connection with conduct of General Election to Lok Sabha- 2024 as per the following terms and conditions.

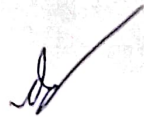
TERMS AND CONDITIONS:

1. The bidders must attach the self-attested copies of firm registration certificate, GSTIN, PAN Number, trade license from relevant authority, current bank account number, turnover certificate wherever applicable, undertaking of non- black listing and experience certificate(if any) with the quotation.
2. Intending quotationers may collect the list of refreshment from the Election Branch of the office of the undersigned.
3. The quotation shall have to be placed in proforma duly completed in all respects.
4. Bidders will be responsible for maintaining the quality of food items. If any supplier fails to supply or maintain the quality of refreshment, his/her order will be rejected immediately and the bid amount would stand forfeited.
5. The rates should be inclusive of all taxes.
6. Rates should be quoted both in figures and words.
7. The bidders will have to deposit an amount of Rs. 10,000/- (Rupees ten thousand) only as security deposit in the form of Demand draft/Call Deposit in favour of "District Election Officer, Majuli" payable at Majuli along with the quotation.
8. Security money will be forfeited in case of breach of conditions.
9. No advance payment will be made.
10. No child shall be employed or engaged in election related activities as per ECI instructions vide No.4/3/2023/SDR/Vol-X, dated-05.02.2024
11. Payment will be made after election process is over subject to availability of fund.

The quotations may be dropped in the quotation box in the Election Branch of the office of the undersigned. The last date for submission of quotations is 12.00 noon of **8th March, 2024** and the same would be opened on the **same day at 3.00 PM** in the presence of bidders or their authorized representatives in the chamber of Dr. Bharat Konwar, ACS, Additional District Commissioner, Majuli. In case that day happens to be a holiday, the quotations will be opened on the next working day.

The list of items may be seen along with the Short Notice Inviting Quotation uploaded in the website: www.majuli.gov.in.


The undersigned has the right to accept or reject any or all quotations without assigning any reasons thereof and has the right to fix the price of any materials as per prevailing market rate.


District Commissioner
District Election Officer
Majuli
Dated- 27/02/2024

Memo No.MEL.04/2024/Tender Refreshment/

Copy to

1. The Chief Electoral Officer, Assam, Dispur for favour of information.
2. The DIPRO, Majuli for wide publicity.
3. All local firms.


District Commissioner
District Election Officer
Majuli

LIST OF ITEMS

Sl. No.	List of Items	Unit	Rate(Inclusive of all taxes)
1	Tea with milk (With cup), with sugar	Per cup	
2	Tea with milk(With cup), without sugar	Per cup	
3	Tea without milk(With cup), with sugar	Per cup	
4	Tea without milk(With cup), without sugar	Per cup	
5	Green Tea (with sugar)	Per cup	
6	Green Tea (without sugar)	Per cup	
7	Coffee (with sugar)	Per cup	
8	Coffee (without sugar)	Per cup	
9	Samosa	Per piece	
10	Kachori	Per piece	
11	Bakery Biscuit	Per kg	
12	Sugar free biscuit	Per packet	
13	Sweet Puff	Per piece	
14	Patties (Paneer)	Per piece	
15	Patties (Veg)	Per piece	
16	Patties (Chicken)	Per piece	
17	Patties (Egg)	Per piece	
18	Rasgulla	Per piece	
19	Jalebi	Per piece	
20	Sponge cake	Per piece	
21	Dry cake	Per piece	
22	Pastry	Per piece	
23	Kalakand	Per piece	
24	Kaju Barfi	Per piece	
25	Boondi Laddu	Per piece	
26	Lalmohan	Per piece	
27	Paratha with Sabji	Per plate	
28	Roti with Sabji (two piece roti)	Per plate	
29	Puri with Sabji (three piece puri)	Per plate	
30	Roti with Chicken (two piece roti- Chicken 2 pcs)	Per plate	
31	Puri with Chicken (three piece puri- Chicken 2 pcs)	Per plate	
32	Paratha with Sabji and omelette	Per plate	
33	Roti with Sabji and omelette	Per plate	
34	Puri with Sabji and omelette	Per plate	
35	Vegetarian Meal (Including Aijung Rice, Mug/Masur Dal, mix vegetable, dry fry, papad, chilli, lemon salt etc)	Per plate	
36	Meal with Mutton(at least 3 pieces including Dal, Sabji, vegetable etc) as stated above at serial no. 36	Per plate	
37	Meal with Chicken (at least 3 pieces including Dal, Sabji, vegetable etc.) as stated above at serial no. 36	Per plate	
38	Meal with Fish (Including Dal, Sabji, vegetable etc) as stated above at serial no. 36	Per plate	
39	Meal with Egg (Including Dal, Sabji, vegetable etc) as stated above at serial no. 36	Per plate	
40	Meal with Paneer (along with other items of veg. thali).	Per plate	
41	Mutton Biryani (Standard half plate)	Per plate	
42	Vegetable Biryani (Standard half plate)	Per plate	
43	Chicken Biryani (Standard half plate)	Per plate	
44	Breakfast (four piece bread with butter/jelly, boiled egg, banana)	Per plate	
45	Vegetable Pulao (Standard half plate)	Per plate	
46	Chicken Pulao (Standard half plate)	Per plate	
47	Mutton Pulao (Standard half plate)	Per plate	
48	Cold Drink (500 ml and 1 ltr.)	Per bottle	500 ml: Rs. 1 ltr: Rs..
49	Juice (Real/ Tropicana etc.- 500 ml & 1 Ltr.)	Per bottle	500 ml: Rs. 1 ltr: Rs.
50	Egg Roll	Per piece	
51	Veg. Roll	Per piece	

53	Chicken Roll	Per piece	
54	Egg Chop	Per piece	
55	Veg. Chop	Per piece	
56	Chicken Chop	Per piece	
57	Veg. Pokora	Per piece	
58	Chicken Pokora	Per piece	
59	Chicken chow mein (Standard half plate)	Per plate	
60	Veg chow mein (Standard half plate)	Per plate	
61	Egg chow mein (Standard half plate)		
62	Burger (Chicken)	Per piece	
63	Burger (Veg.)	Per piece	
64	Mineral water (1/2 ltr./1 ltr./5 ltrs./20 ltrs.) (Bisleri/ Bailey/ Natura pure)	Per bottle	
65	Packet Lunch (Veg)	Per packet	
66	Boiled Egg	Per no.	
67	Egg Biryani	Per plate	
68	Sandwich (veg.)	Per piece	
69	Sandwich (chicken)	Per piece	
70	Banana (Jahaji)	Per piece	
71	Apple	Per Kg.	
72	Orange	Per Kg.	
73	Grapes	Per Kg.	
74	Butter	250 gm	
75	Mixed dry fruit	Per Kg.	
76	Almond	Per Kg.	
77	Cashew/ Kaju	Per Kg.	
78	Khajoor	Per Kg.	
79	Raisins (Kishmish)	Per Kg.	
80	Pista	Per Kg.	
81	Amul Taaza Homogenized Packaged Milk	Per packet	250 ml: Rs. 500 ml: Rs. 1 ltr: Rs.


**District Commissioner and
District Election Officer, Majuli**