

ELECTION URGENT

**OFFICE OF THE
CHIEF ELECTORAL OFFICER, MANIPUR**

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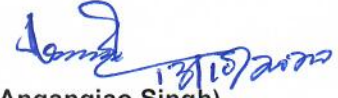
SHORT NOTICE TENDER

Imphal, the 13th October, 2020

No.4/Material/Bye-Elec-2020: - Sealed tenders (as per Annexure "A") are invited from reputed firms for supply of items for used in videography at polling stations as specified at Annexure "B".

2. Interested firms may submit sealed tender till 12.00 PM of 21st October, 2020 (Wednesday) addressed to the undersigned. Sealed tenders will be opened on 3.30 PM of 21st October, 2020 (Wednesday) in the Office chamber of Chief Electoral Officer, Manipur, Lamphel, Imphal-795004. Necessary terms and conditions are enclosed herewith. The tenders not fulfilling any of the enclosed terms and conditions will be summarily rejected. Rate quoted should be inclusive of all taxes and delivery charges.

3. Details can be downloaded from the CEO's Manipur website www.ceomanipur.nic.in.



(N.Angangjao Singh)

Assistant Chief Electoral Officer, Manipur.

Memo No. 4/Material/Bye-Elec-2020
Copy to:-

Imphal, the 13th October, 2020

1. Principal Secretary (Election), Govt.of Manipur.
2. The Database Administrator for uploading at the CEO's website.
3. Relevant file/Guard file.

Terms and Conditions

1. The firm shall submit **GST registration Number**.
2. The **Tender Fees of Rs.5,000/-**, non-refundable, in the form of Bank draft of any Nationalized Bank/ Scheduled Commercial Bank payable at Imphal drawn in favour of Joint Chief Electoral Officer, Manipur.
3. An **Earnest Money Deposit (EMD) of Rs. 7500/- [seven thousand five hundred]**, refundable, in the form of Bank draft of any Nationalized Bank/ Scheduled Commercial Bank payable at Imphal drawn in favour of Joint Chief Electoral Officer, Manipur.
4. Tender Fee and EMD to be submitted on/before 3.30 PM of 21st October, 2020 (Wednesday).
5. The firm after allotment of job, if found that the job is not being done as per the required specifications and if the terms and conditions are not met with, the Chief Electoral Officer has the right to cancel the job assigned and impose a penalty on the firm.
6. This office will not pay any advance to the firm. The firm will have to carry out the entire job on its own and payment will be made only after satisfactory completion of job and submission of bill in this regard.
7. The firm should be able to supply the items within 10 days on received of supply order.
8. This office may cancel the order if the required items are not supplied in time or do not meet the specification envisaged by this office.
9. This office can also modify the terms and conditions before giving the job order.
10. A representative from the bidding firm can take part in the sealed tender opening meeting.
11. Sample of the items should be submitted on/before 3.30 PM of 21st October, 2020 (Wednesday).


13/10/2020

ANNEXURE A

TECHNICAL BID

1. Name & Address of the bidder/firm:
2. Contact Details of the bidder/firm:
 - a. Mobile No:
 - b. Email Id:
 - c. PAN:
 - d. GST Regd. No:[copy to be enclosed]
3. Tender Fee DD.No.....
4. EMD DD.No.....

FINANCIAL BID

ANNEXURE B

Sl.No.	Particulars	Specification	Qty	Rate/item	Total Amount (inclusive of tax)
1.	Tripod Stands	Extended Height: 130 cm (51.2") Closed height : 43 cm (16.9") Weight : 0.62 Kg	290		
2.	SDXC memory card	64 GB	290		
3.	Hard drive	2 TB	2		
4.	Extensions Cord	1 Meter /3 Pin	290		

Authorized Signature & Seal of the bidder/firm.


13/10/2020