

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

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**NOTIFICATION**

Imphal, the 20<sup>th</sup> April, 2018



No.1/54/ELEC/Estb(SVEEP)/EL/EDU/2017: Sealed tenders (as per annexure "A") are invited from reputed printers for printing of the books as specified at Annexure "B".


2. Interested firms may submit sealed tender till **2.30 PM of 24<sup>th</sup> April, 2018 (Tuesday)** addressed to the undersigned. Sealed tenders will be opened on **3.00 PM of 24<sup>th</sup> April, 2018 (Tuesday)** in the office chamber of Chief Electoral Officer, Manipur, New Secretariat (West Block) Room No.220. Necessary terms and condition 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.**

3. Details and the sample of the booklets can be downloaded from the CEO's Manipur website **www.ceomanipur.nic.in**.

**K.Bono Singh  
Joint Chief Electoral Officer  
Manipur.**

## Terms and Conditions

1. **The firm shall submit Income Tax return for last 2 (two) years and GST registration number.**
2. The firm after allotment of Job, will have to first submit proof for approval/supply order. If it is found that the job is not being done as per the required specifications and or if the terms and conditions are not met with, the Chief Electoral Officer has the right to cancel the job assigned and to impose a penalty on the firm.
3. This office will not pay any advance to the firm. The firm will have 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.
4. **Time of work is strictly 5 (five) days from the date of approval of proof/supply order.**
5. 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.
6. This office reserves the right to accept or reject any or all tenders without assigning any reasons thereof. This office can also modify the terms and conditions before giving job order.
7. A representative from the bidding firm can take part in the sealed tender opening meeting.



**K.Bono Singh**  
**Joint Chief Electoral Officer**  
**Manipur.**

**Financial Bid**

Name of tendering Company/Firm/Agency:.....

2. The bidder should include all the costs including compilation of documents/material provided by the CEO, designing, formatting, proof reading, photo edition, printing etc.

Total Price for the mentioned Job: Rs.  
(Inclusive to all taxes) (In word) (Rupees .....)

3. I/We accept all the terms and conditions of your letter for Tender Notice.

Signature :

Name :

Mobile No. :



**ANNEXURE B**

Sl. No.	Name of the book	Description	Quantity
01.	Electoral Literacy Club Resource Guide for Colleges	Multi-colour Printing 36 inside pages on 130 gsm Art Paper and 250 GSM Art Board Cover, Centre Staple Binding: Size 8.5X5.5 sq. inches	150
02.	Electoral Literacy Club Resource Guide for Class IX	Multi-colour Printing 44 inside pages on 130 gsm Art Paper and 250 GSM Art Board Cover, Centre Staple Binding: Size 9.5X7.5 sq. inches	1100
03	Electoral Literacy Club Resource Guide for Class X	Multi-colour Printing 48 inside pages on 130 gsm Art Paper and 250 GSM Art Board Cover, Centre Staple Binding: Size 9.5X7.5 sq. inches	1100
04	Electoral Literacy Club Resource Guide for Class XI	Multicolour Printing 60 inside pages on 130 gsm Art Paper and 250 GSM Art Board Cover, Centre Staple Binding: Size 9.5X7.5 sq. inches	150
05	Electoral Literacy Club Resource Guide for Class XII	Multicolour Printing 40 inside pages on 130 gsm Art Paper and 250 GSM Art Board Cover, Centre Staple Binding: Size 9.5X7.5 sq. inches	150
06.	Chunav Pathsahala Resource Guide (Electoral Literacy Clubs for Communities)	Multicolour Printing 76 inside pages on 130 gsm Art Paper and 250 GSM Art Board Cover, Centre Staple Binding: Size 8.5X11 sq. inches	3100