

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

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**NOTICE FOR INVITING TENDER**

Imphal, the 14<sup>th</sup> March 2016

**No. 4/ELEC/EVM/LS-2014:** Sealed Tenders in 2 bid format (Technical and Financial Bid) are invited from reputed/registered transport agencies having financially sound credentials with previous experiences of transporting high security items of any Government organisation. The agencies willing to participate are required to submit complete details of similar experience in handling high security items like EVMs, etc., company profile and manpower resources on or before 04-04-2016. Description of work is given below:

Name of Work	EMD (Rs)	Security Deposit	Estimated Value of Work (Rs)
Transportation of 1989-90 model of EVMs from Imphal to ECIL factory at Hyderabad	44,000.00	10% of contract value	17,60,000.00

2. Schedule of tender is given below:

Sl. No.	Stages for Tender	Date and Time
1	Date for Pre-bid conference	28-03-2016
2	Last date and time for Submitting tender	04-04-2016 till 12:00 Noon
3	Last date and time for submitting EMD	04-04-2016 at 12:00 Noon
4	Date and time of opening of Technical Bid	04-04-2016 at 1:00 PM
5	Date and time of opening of Financial Bid	04-04-2016 at 3:00 PM

3. Place of opening tender is in the chamber of Chief Secretary (Election) cum Chief Electoral Officer, Manipur, Old Secretariat, Imphal.

4. The tender documents containing all details, specifications and terms and conditions may be obtained from the office of the Chief Electoral Officer, Manipur, Lamphelpat, Imphal on payment of prescribed fee of Rs.500/- only in cash from 11:00AM to 2:00 PM during the specified days, or may be downloaded from the official website [www.ceomanipur.nic.in](http://www.ceomanipur.nic.in) from 19.03.2016 to 28.03.2016. Downloaded forms must be accompanied by prescribed fees during submission of the forms.

5. The applications for tender shall be dropped in the tender box kept in this office.

6. The Technical Bid and Financial Bid should be submitted in two separate envelopes sealed with cello tape or wax., otherwise tender will be rejected summarily. The unsigned tenders, if any, will be rejected immediately after opening of the tenders.



7. The financial bid of only those qualifying in the Technical bid will be considered for opening.
8. The Technical bid documents containing the following should be put in a separate envelope superscribed "Technical Bid":
- i) Attested copy of Registration Certificate issued by the Registrar of Company.
  - ii) Attested copy of the Service Tax Registration Certificate of the participating bidder.
  - iii) Attested copy of Income Tax returns for the last 3 years.
  - iv) Attested copy of PAN Card of the firm.
  - v) Attested copy of Insurance cover of the vehicle.
  - vi) Attested copy of All India Permit of the vehicle from the concerned Government Transport Department.
  - vii) Attested copy of vehicle fitness certificate including certified copy issued by Pollution Control Board.
  - viii) The tender shall be accompanied by an EMD of Rs. 44,000/- (Rupees forty four thousand only) in the form of Bankers Cheque/DD/call Deposit receipt drawn from Commercial Bank payable at Imphal in favour of Chief Electoral Officer, Manipur, Imphal. Tender without EMD shall summarily be rejected.
9. The Financial Bid is to be submitted in a separate sealed envelope superscribed "Financial Bid" furnishing the detail freight charges inclusive of labour charges for loading/unloading both at lifting and delivery points and all charges inclusive of VAT, Road cess, etc.



**(N. Praveen Singh)**

Joint Chief Electoral Officer, Manipur.

For Terms and Conditions, please see Annexure.

Copy to:

1. Chief Secretary (Election), Govt. of Manipur.
2. Editor, Sangai Express (English), Poknapham (Manipuri), Huieyen Lanpao (English)- for publication of the above notice as paid news item for one day.

**Terms and Condition for transportation of EVMs.**

1. Loading Point: Trunks with BUs and CUs will be loaded in trucks from Kangla Fort, Imphal
2. Unloading Point: The trunk boxes are to be unloaded at one location i.e. ECIL Factory at Hyderabad within 21(twenty one) days of receipt of the work-order and only to the authorised person of the ECIL at their factory at Hyderabad in the presence of the representative of CEO's office, Manipur. A receipt indicating details of delivery marked with "received in good condition" with the receiver's signature and stamp is to be submitted along with bills/challans.
3. Material lost in transit/Breakdown: Considering the importance and high security value of the loaded materials like EVMs, all precaution and preparedness shall have to be put on place by the Agency to ensure safe and secured passage of the materials upto the unloading point. The EVM trunk boxes are to be unloaded at Electronic Corporation of India Ltd. (ECIL) factory at Hyderabad .The transporting agency will hold complete responsibility for any damage caused or material lost in transit/break down and action will be taken as per existing norms and mandates of the Election Commission of India. No compromise will be made in providing security of the EVMs and any lapse will be viewed very sternly by the Authority.
4. Details of vehicles carrying EVMs: Details of vehicles carrying EVMs with truck number/ drivers contact number/route maps along with a list of man power for handling those materials are to be submitted to the office of Chief Electoral Officer, Manipur before hand and no unauthorized handling will be accepted under any circumstance.
5. Time-frame: The works of loading, transportation and unloading of EVM trunk Boxes loaded with BUs and CUs are to be completed within 21 (twenty one) days from the date of receiving of work-order.
6. Mode of Payment: Payment will be made on receipt of the bills after successful completion of the work, i.e. transportation of EVMs from Imphal to Electronic Corporation of India Ltd. (ECIL) factory at Hyderabad in perfect condition. Payment to be made including service taxes and cess and all other levies as applicable after deducting TDS.

7. Termination: The Office of the Chief Electoral Officer, Manipur reserves the right to terminate the work order for transporting the consignment without giving any reasons in case of failure to execute the contract or abide by any terms and conditions as detailed herein.

8. Arbitration: In the event of any dispute or differences between the parties, the same shall be referred to the Arbitration before a Board of Arbitrators comprising one nominee from the transporting agency to be selected and the Office of the Chief Electoral Officer, Manipur and a presiding arbitrator before entering upon the references. The venue of such Arbitration shall be decided according to the convenience of both the parties.

9. Safety and Security: Under no circumstance, the trucks will move without security which will be provided by the respective State Police passing through the States of Nagaland, Assam, Bihar, West Bengal, Odisha, Andhra Pradesh and Telangana etc.

10. An agreement will have to be signed by the successful bidder with this office pledging adherence to the terms and conditions as above.

11. The bidder should submit a self-declaration that it has no previous history of arbitration, litigation, casting aspersions or causing accusations against the Government or its organizations.

12. The participating agency is required to furnish an undertaking that it has no previous background of having defaulted while undertaking any previous work of the Government or its entities.



**(N. Praveen Singh)**

Joint Chief Electoral Officer, Manipur.