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E-mail: dpo.od-khu@nic.in
dpokhordha@gmail.com

**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KHORDHA
(GRAM PANCHAYAT SECTION)**

No. 1148 /GP Dt. 08.11.2021

Quotation Call Notice

Sealed quotations are invited from bonafide supplier/ manufacturer firms for supply of the articles specified for use in the ensuing General Election to PRIs -2022. The sealed quotations will be received in the District Panchayat Office, Khordha during office hours on or before 30.11.2021 up to 1.00 P.M. The quotations will be opened on 30.11.2021 at 4.00 P.M. in the office Chamber of District Panchayat Officer, Khordha in the presence of the purchase committee and the tenderers or their authorized representative/agents. The quotations received after the stipulated time shall not be accepted.

The detail terms and conditions of the tender and the list of materials with specifications to be supplied are available in the office of the District Panchayat Officer, Khordha and District website (<http://Khordha.nic.in>).

Sarpan
8-11-2021
Collector & District Election Officer,
Khordha

Memo No. 1149 /G.P. Dated. 08.11.2021

Copy to Notice Board of the Collector, Khordha for information of general public.

Copy forwarded to the D.I.O., NIC, Khordha for information with a direction to upload the quotation call notice in district website for information of general public.

Copy forwarded to the Deputy Director, Advertisement, I & PR Department Government of Odisha Bhubaneswar for information and necessary action. He is requested to take necessary steps for advertisement of the Quotation Call Notice in any two ODIA daily Newspaper in a minimum size at Government approved rate.

Copy forwarded to the P.D, DRDA, Khordha/ All Sub-Collectors/ all B.D.Os of this District for information and necessary action with a request to affix the Quotation in the Notice Board of their office for information of general public.

Sarpan
8-11-2021
Collector & District Election Officer,
Khordha

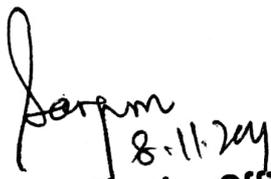
Memo No. 1150 /G.P. Dated. 08.11.2021

Copy submitted to the Secretary State Election Commission, Odisha, Bhubaneswar for favour of information and necessary action.

Sarpan
8-11-2021
Collector & District Election Officer,
Khordha

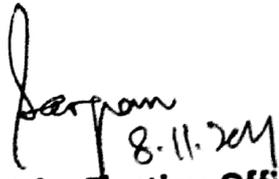
TERMS AND CONDITIONS

1. Each quotationer should deposit Rs.10,000/- as E.M.D in shape of Demand Draft drawn in favour of District Panchayat Officer, Khordha
2. The sealed quotation shall be accompanied by valid VAT clearance certificate, PAN Card along with the tender failing which the tender will be liable for rejection.
3. Tenders should be accompanied with samples of the articles to be supplied which should be furnished in a separate sealed packet superscribed "Sample of the Articles".
4. The tenderer should quote the rate per unit item both in figures and in words. Any cutting/ overwriting in the rate should be duly signed by the tenderer.
5. The quotationer will be required to supply the article within **7 (seven) days** from the receipt of supply order.
6. In case of failure to supply the articles of required quantity in full within the stipulated period the security deposit of the quotationer shall be forfeited.
7. The price quoted in the quotation should include all taxes, transportation and delivery charges. All the materials will be delivered at District Panchayat Section of District Office, Khordha
8. The undersigned reserves the right to reject any/ all tenders without assigning any reason thereof. He also reserves the right to increase or decrease the quantity of materials. The decision of the Collector and District Election Officer, Khordha shall be final.
9. The Firm/Person whose tender will be accepted shall have to execute an agreement with District Panchayat Officer, Khordha in non-judicial stamp paper worth of Rs.10/- (ten) only within two days from the date of acceptance of the tender and supply order will be issued only after the said agreement is executed.
10. The Earnest money will be released only after satisfactory performance of the supply.
11. The earnest money of the tenderer whose tender shall not be accepted will be refunded.
12. Any dispute in the matter shall subject to jurisdiction of Khordha district only.


8.11.2019
Collector & District Election Officer,
Khordha

STATEMENT

Sl. No.	Name of item	Quantity	Rate (in Rs.)	Norms
1	2	3	4	5
1	Full scape paper	4 pieces	3.00	Consumable item for each booth
2	Pin	1 Small bundle	7.50	-do-
3	Sutuli	1 Small bundle	7.50	-do-
4	Sealing wax	10 pieces	30.00	-do-
5	Gum paste	1 bottle	15.00	-do-
6	Match Box	1	1.00	-do-
7	Carbon paper	4 sheets	5.00	-do-
8	Flexible wire	1 small piece	5.00	-do-
9	Candle	2 pieces	9.00	-do-
10	Pencil	3	6.00	Non consumable item to use 3 times
11	Ball Pen	3	10.00	-do-
12	Ink Pad and ink	2	30.00	-do-
13	Pusher	1	3.00	-do-
14	Blade	1	1.00	-do-
15	Cloth	1 Mtr.	15.00	-do-
16	Oil Container	1	15.00	-do-
17	Metal rule to detach ballot Paper	1	5.00	-do-
18	Wet sponge	2	10.00	-do-
19	LED lamp	1	100.00	-do-
20	Empty small plastic bottle	1	3.00	-do-
RATE & QUANTITY OF COUNTING MATERIAL FOR EACH TABLE				
1	Knife	1	10.00	Counting materials
2	Pencil/ Ballpen	3	10.00	-do-
3	Full scape paper	4 pieces	3.00	-do-
4	Paper weight	10	100.00	-do-
5	Tray as per number of candidate	10	500.00	-do-
6	Rubber Band	1 packet	5.00	-do-
7	Water sponge	2	10.00	-do-


 8.11.2014
Collector & District Election Officer,
Khordha

ELECTION URGENT

TOP PRIORITY

**ELECTION URGENT
BY FAX/E-MAIL**

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYANAGAR,
BHUBANESWAR-751007

E-mail ID – stateelectioncommission.odisha@gmail.com

Fax No. 0674-2573494

No. 3294 /SEC.,

Date: 29.10.2021

From

Shri R.N. Sahu, I.A.S.
Secretary.

To

All Collectors.

Sub: General Election to P.R.Is-2022-
Purchase of counting materials.

Madam/Sir,

I am directed to say that for the coming General Elections to Panchayati Raj Institutions, 2022 Counting of votes shall be held at the Block Headquarters. As per Commission's instruction there shall be one Counting Table for each Gram Panchayat and counting materials mentioned below will be required for one Counting Table and shall be provided to each Counting Table.

The following guidelines shall be followed while procuring election materials locally.

1. The materials will be procured by the Districts for each Counting Table. The quantity to be procured shall be the same as no. of Tables to be used during the entire Counting Process.
2. A reserve stock to the extent of 5% shall be added to this requirement for meeting unforeseen contingencies.
3. Strict economy should be observed in procuring the election materials.
4. Financial Rules and Regulation prescribed by the Government for purchase of stocks should be scrupulously followed for the purpose.
5. If any Supplier, Firm or Cooperative quotes rate lower to the rate fixed and the same is otherwise accepted by the Purchase Committee constituted at District level, then the lower rate may be accepted for purchase of the materials.

P.T.O

6. The rate and quantity of counting materials fixed by the Commission are mentioned below.

Yours faithfully,


Secretary

Memo No. 3295 /SEC., Date: 29.10.2021

Copy forwarded to all District Panchayat Officers for information and necessary action.


Secretary

RATE & QUANTITY OF COUNTING MATERIAL FOR EACH TABLE

Sl. No.	Name of Item	Quantity	Rate (in Rs)
(1)	(2)	(3)	(4)
1.	Knife	1	10.00
2.	Pencil/Ball Point Pen	3	10.00
3.	Full scape paper	4 pieces	3.00
4.	Paper weight	10	100.00
5.	Tray as per number of Candidates	10	500.00
6.	Rubber Band	1 packet	5.00
7.	Water Sponge	2	10.00

ELECTION URGENT

1/c
ELECTION URGENT
BY FAX/E-MAIL

STATE ELECTION COMMISSION, ODISHA,
FOSHALI BHAWAN, B-2, 1ST FLOOR, SATYANAGAR,
BHUBANESWAR-751007

E-mail ID – stateelectioncommission.odisha@gmail.com

Fax No. 0674-2573494

No. 2940/SEC.,

Date: 22.10.2021

From

Shri R.N. Sahu, I.A.S.
Secretary.

To

All Collectors.

Sub: General Election to P.R.Is, 2022 –
Purchase of election materials.

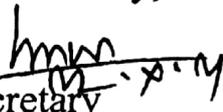
Madam/Sir,

I am directed to say that during the coming General Elections to Panchayati Raj Institutions, polling will be held simultaneously for the offices of Ward Member, Sarpanch, Panchayat Samiti Member and Zilla Parishad Member at each Polling Station. Polling Party appointed for one Polling Station will be required to move to another Polling Station on different days to conduct poll. Apart from the materials supplied centrally by the Commission, some have to be procured locally by the Collectors. The following guidelines shall be followed while procuring Election Materials locally.

1. The materials which will be procured by the Districts for Polling Parties, the rate and quantity of these items is enclosed herewith.
2. Certain items are required to be carried from one polling station to another. The required quantity of materials shall be assessed and purchased and these election materials shall be utilized in the subsequent polling booths.
3. A reserve stock to the extent of 5% shall be added to this requirement for meeting unforeseen contingencies.
4. Materials available with the District from previous election, which are in good and serviceable condition, shall be made use of during the forthcoming General Election.

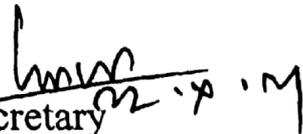
5. Besides the materials mentioned in the enclosed list, the Commission has allowed all Districts to procure required quantity of bag for Ballot Boxes and screen for Voting Compartment at the approved rate of the Commission.
6. Strict economy should be observed in procuring the Election Materials.
7. Financial Rules and Regulation prescribed by the Government for purchase of stocks should be scrupulously followed for the purpose.
8. If any Supplier, Firm or Cooperative quotes rate lower to the rate fixed and the same is otherwise accepted by the purchase Committee constituted at District level, then the lower rate may be accepted for purchase of the materials.

Yours faithfully,


Secretary

Memo No. 2941 /SEC., Date: 22.10.2021

Copy forwarded to all District Panchayat Officers for information and necessary action.


Secretary

STATEMENT

Sl. No	Name of Item	Quantity	Rate (in Rs)	Norms
(1)	(2)	(3)	(5)	(6)
1	Full scape paper	4 pieces	3.00	Consumable item for each booth
2	Pin	1 Small Packet	7.50	-do-
3	Sutuli	1 Small bundle	7.50	-do-
4	Sealing Wax	10 pieces	30.00	-do-
5	Gum Paste	1 bottle	15.00	-do-
6	Match box	1	1.00	-do-
7	Carbon Paper	4 sheets	5.00	-do-
8	Flexible wire	1 small piece	5.00	-do-
9	Candle	2 pieces	9.00	-do-
10	Pencil	3	6.00	Non Consumable item to use 3 times.
11	Ball Pen	3	10.00	-do-
12	Ink Pad and ink	2	30.00	-do-
13	Pusher	1	3.00	--do-
14	Blade	1	1.00	-do-
15	Cloth	1 Mtr	15.00	-do-
16	Oil container	1	15.00	-do-
17	Metal rule to detach ballot paper	1	5.00	-do-
18	Wet sponge	2	10.00	-do-
19	LED lamp	1	100.00	-do-
20	Empty small plastic bottle	1	3.00	-do-