

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

INVITATION FOR BIDS (IFB)

Imphal, the 5th January, 2019

No.16/2/2018/LS/Prep-2019: Chief Electoral Officer, Manipur invites bid for the supply/printing of EVMs and VVPATs materials (in Annexure-I) from reputed manufacturers /suppliers for use in all polling stations in the forthcoming General Election to Lok Sabha-2019.

2. Tender is to be submitted on-line through e-procurement/tender portal <https://manipur-tenders.gov.in>. The dates for submission of bids are as follows:

Particulars	Start date & Time	End date & Time
Publishing /Downloading Tender Documents	1200 hrs of 5.1.2019	1400 hrs 21.01.2019
Seeking Clarification	1200 hrs of 5.1.2019	1400 hrs of 21.01.2019
Submission of Tender Fee& EMD (Original)	1200 hrs of 5.1.2019	1400 hrs of 21.01.2019
Submission of Tender Document	1200 hrs of 5.1.2019	1400 hrs of 21.01.2019
Technical Bid opening	1430 hrs of 22.01.2019	
Price Bid Opening	1500 hrs of 22.01.2019	

3. Terms and Conditions:-

- I. All tenders/bids shall be accepted only through online mode and no manual submission of the same shall be entertained.
- II. Bidding documents may be downloaded from the websites <https://manipur-tenders.gov.in> w.e.f 1200 hrs of 05/01/2019
- III. The Tenders/bids shall be opened online at the office chamber of Chief Electoral Officer, Manipur, Lamphelpat.
- IV. The bidder shall be registered company (Proprietorship, Partners or Pvt. Ltd).
- V. The bidder shall have valid trade license to Sale/Supply the items in Question.
- VI. The bidder shall have GST registration.
- VII. The bidder shall not be black listed by any Govt. /Semi Govt./Private Institute.
- VIII. Tender/bid must be quoted in English Language only.
- IX. The rate quoted must be both in figure and words and it must be firm for a minimum period of 6 (six) months subject to physical verification.
- X. Tender Documents should be submitted along with the photograph of prescribed specification.
- XI. The EVM and VVPAT materials may increase or decrease subject to requirements/exigencies.
- XII. The rate quoted should be inclusive of GST and transportation of charge.
- XIII. The tender fees of Rs.3000/- , non refundable is to be in the form of Bank draft of any Nationalized Bank/ Scheduled Commercial Bank payable at Imphal drawn in favor of Joint Chief Electoral Officer, Manipur.
- XIV. Security Deposit of minimum 10% of the contract value (refundable) in the form of Demand Draft of any Nationalized Bank/ Schedule Commercial Bank payable at Imphal drawn in favour of Joint Chief Electoral Officer, Manipur shall be done by the successful tender..
- XV. EMD of Rs. 7500/- (refundable) in the form of Demand Draft of any Nationalized Bank/ Scheduled Commercial Bank payable at Imphal drawn in favour of Joint Chief Electoral Officer, Manipur.

- XVI. The Department shall not be responsible for any delay in postal service or disruption of web service
- XVII. The rate should be inclusive of all taxes/GST, handling and transportation charge.
- XVIII. Uploaded document of valid successful bidder will be verified with the original documents before signing the agreement.
- XIX. The Authority reserves the right to cancel all bids without assigning any reason thereof. The bidder must possess Digital Signature Certificate of Class II or Class III for submission of bids through online in the above websites.
- XX. The office will not pay any advances to the firms.
- XXI. The office may cancel the orders if the required items are not supplied in time or do not meet the specification envisaged by the office.
- XXII. The office reserves the right to accept or reject any or all tenders without assigning any reason thereof. The offer can also modify the terms and conditions before giving job order.
- XXIII. All disputes are subject to Jurisdiction or courts only at Imphal.



(Ramananda Nongmeikapam)
Joint Chief Electoral Officer, Manipur

Copy to:

1. Secretary to the Hon'ble Chief Minister, Manipur.
2. Additional Director(DIT), Govt. of Manipur . He is requested to upload the above tender notice in the website www.manipur.gov.in
3. Database Administrator, She is requested to upload the above tender notice in CEO's website.
4. Notice board.
5. Relevant files.

REQUIRED ITEMS FOR VVPAT COUNTING SLIPS

Sl. No	Name of the items	Total Quantity required (Actual+ 50% reserve)	Remarks
1	Thick Black envelopes for sealing VVPAT paper slips of Mock Poll – number, name of the polling station, number and name of Assembly Constituency, date of poll and the words “VVPAT paper slips of Mock Poll” to be written on the envelopes.	4300	During Mock Poll before actual poll at the Polling station
2	Rubber stamp having inscription “MOCK POLL SLIP” Size : 3CMS X 1.5 CMS	4300	To stamp on the back of VVPAT paper slips of Mock Poll
3	Plastic Box for storing the black envelopes - number, name of the polling station, number and name of Assembly Constituency, date of poll should be written on the plastic box.	4300	For keeping Mock poll VVPAT paper slips on the poll day.
4	Thick Red Colored Envelopes – for storing the “Testing VVPAT Slip” during commissioning.	4300	For storing VVPAT paper slips one vote to each candidate during commissioning.
5	Rubber Stamp with inscription” TESTING VVPAT SLIP – VVPAT Commissioning”	100	For stamping on the back side of the testing VVPAT paper slip.
6	Thick Green Colored envelopes for storing of 5% randomly selected VVPAT Slips.	350	For storing 5% Mock Poll VVPAT paper slip during Commissioning
7	Rubber Stamp with inscription” MOCK POLL SLIP – EVM Commissioning	100	For stamping on the back side of the mock poll VVPAT paper slip.
8	White colored paper cards of poster cards size – printed with - “ Assembly Constituency/Assembly Segment number, AC/AS name, date of polling on the top, and Polling station number in the centre. Each digit of atleast 1”x1” (1 inch x 1 inch) size in black ink.	4300	Draw of lot for 1 PS in each Assembly Segment.
9	Container for draw of lot of paper cards as in 8	100	For keeping lot paper card.
10	Plastic Container with lid – 14 inch 10 inch x 5 inch (LBH)	100	For keeping VVPAT Paper Slips out of the Drop box
11	Plastic Pigeonhole Framework – Size of compartment (pigeonhole) 6 inch 4 inch 4 inch (LBH) – symbol of each contesting candidate as per Ballot paper should be affixed on the wall of the pigeonhole. Symbol to be printed in black and white on a plain paper of minimum size 4 inch x 3 inch.	50	
12	Rubber Bands	4000	For making bundles of 25 VVPAT paper slips.
13	Thick Black envelopes – name of the election, number and name of AC, particulars of Polling station, unique serial number of the VVPAT unit, date of poll and date of counting to be mentioned on the envelopes	100	For storing VVPAT Paper Slips out of the Drop box after counting of one randomly selected polling station from each assembly segment.