

**GOVERNMENT OF ASSAM  
ELECTION DEPARTMENT :: DISPUR**

NO. ELE. 59/2016/1

Dated Dispur the 23<sup>rd</sup> February, 2016.

**SHORT TENDER NOTICE**

Sealed quotations affixing Court Fee Stamp of Rs.8.25 (Rupees eight and twenty five paise) only are hereby invited from the interested firms for the work of “**Hosting of PVC Sky Balloon for voter awareness for the forthcoming General Election to State Legislative Assembly, 2016**”. The quotations together with earnest money of Rs. 10,000.00 (Rupees Ten Thousand) only in the form of Bank Draft / D.C.R. (Deposit Call Receipt) from any Nationalized Bank pledged in favour of the Chief Electoral Officer, Assam, Dispur, Guwahati-6 alongwith the rates quoted against the items should be submitted to the undersigned during office hours upto 3.00 PM on 02.03.2016 and the same will be opened in presence of the quotationers or their authorized representatives at 4.00 P.M. on 02.03.2016.

**Nature of work:**

Hosting of PVC sky Balloon for a period of 50 days (10.03.2016 to 30.04.2016) at three prominent locations in Guwahati (to be decided by the Election Deptt.) with following minimum specifications:

- i) Height of hosting from ground level: 120 feet.
- ii) Size in diameter (Spherical/Pearl-shape)-12 feet.
- iii) Branding space (in feet) 32x5
- iv) Base fabric: UV coated PVC fabric.
- v) The Thickness, tensile strength, braking strength, seam strength, tear strength of the apparatus shall be as per the standard norms.
- vi) Printed message (to be provided by the department)

**In this connection the following terms and conditions will apply :-**

- (i) Bidders should have technical competency and experience of conducting similar activity in Assam, preferably for government/ semi-government/ PSU during the last three years.
- (ii) Bidders should have minimum average turnover of Rs. 20 (twenty) lakh per year during any 3 of the past 4 financial years, i.e. 2011-12 to 2014-15.
- (iii) Bidders should not have been blacklisted by any Department/ Ministry of the Govt. of India or any State Govt. or PSU. An affidavit to this effect has to be submitted with the Tender document.
- (iv) The successful bidder shall have to deposit 10% of the work order by way of bank draft as work performance guarantee within three days of the receipt of the work order. The work performance guarantee shall be returned on successful completion of the work and shall be forfeited in case of non completion of the works.

- (v) The Election Department, Assam reserves the right to amend or withdraw any of the terms and conditions contained in the tender document or to reject any or all the tenders in whole or in part without assigning any reason thereof. Further Addendum/ Corrigendum to the tender notice, if any, will be uploaded onto website of this Department, i.e. [www.ceoassam.nic.in](http://www.ceoassam.nic.in). The decision of Election Department, Assam in this regard shall be final and binding on all.

**The intending firm must furnish the following documents alongwith their quotations:**

- i) Certificate under VAT registration.
- ii) Sales Tax Clearance Certificate.
- iii) Income Tax permanent Account No. (PAN) & I.T. clearance certificate.
- iv) Earnest Money.
- v) Trade license.
- vi) Copy of audited balance sheets of last three financial years.
- vii) Proof of the past work experience.

Sd/-

Chief Electoral Officer, Assam,