



স্বাধীনতা জয়ন্তী

GOVT. OF ASSAM

OFFICE OF THE DISTRICT COMMISSIONER, CHIRANG DISTRICT:::KAIJALGAON.

**NOTICE INVITING QUOTATION**

Quotation affixing non-refundable court fee stamp of ₹ 8.25 (Rupees eight & twenty five paise) only is invited from the intending private registered Printing Press for printing of Forms, Notice etc. as enclosed at **Annexure-I** in connection with the BTC Election, 2025 as per the following terms and conditions. The quotation will be received by the office of the District Commissioner, Chirang up to **2.00 PM** of **01-08-2025 to 08-08-2025** and will be opened at **3.00 PM** on the same day in presence of quotationers or their authorized representatives/agents. If the day of opening is holiday, the quotation will be opened on next office day at the same time.

**TERMS AND CONDITIONS:-**

1. The rates quoted should be inclusive of all admissible taxes i.e. CGST/SGST, IT etc.
2. The quotations should be invariably enclose a copy of firm's registration certificate with Director of Printing and Stationeries, GST Registration Certificate, PAN card along with the attested copies of up to date Sale Tax, Income Tax clearance from the competent authority with the quotation. Quotation without said documents will be summarily rejected.
3. In case of the rate quoted by quotationer is found to be below from the existing presses, the undersigned reserves the right to cancel his quoted rate against that item without any notice served upon him though his rate seems to be of the lowest one.
4. The undersigned also reserves the right to cancel any rate quoted against it if it is found to be higher than the approved rate or market rate.
5. The quotationer should have to deposit security money of ₹15,000/- (Rupees fifteen thousand) only vide Bank Draft/ Call deposit/IPO in favour of District Commissioner, Chirang.
6. The printing of forms, Notice etc. have to be completed in such a manner and within such time as stipulated in the work order without fail. Under no circumstance, the extension of time will be allowed.
7. The work order for printing will be placed as per requirement and payment will be made subject to availability of fund in the respective head of account after observing of all necessary formalities thereof. No claim as regards payment or advance payment etc. will be entertained.
8. If any sub-standard quality of printing is found in any lot, the entire printing will be returned and work order will automatically stand cancelled.
9. Rates should be quoted both in digit and words by the quotationer.
10. If the party is not able to supply the printing items at its accepted rate, the security money may be forfeited.
11. The undersigned reserves the right to accept or reject any or all quotations without assigning any reasons thereof.

District Commissioner,

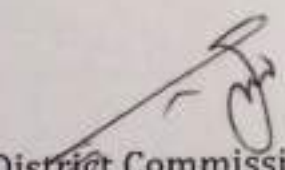
Chirang,

2025

Memo No. DEV-2/BTC/Election-2025/12 Dated Kajalgaon, the 2<sup>nd</sup> August, 2025

Copy to:


1. The Secretary, Assam State Election Commission, Housefed Complex, Dispur, Guwahati-6 for favour of kind information.
2. The Officer in charge of Election Cell, BTC Election, 2025 for information and necessary action.
3. The DIPRO, Chirang for publication through printing and electronic media.
4. The DIO, Chirang for uploading the NIQ at District website immediately.
5. Office Notice Board.

  
District Commissioner,  
Chirang,  
04/08/25

## List of Items Annexure-I

FORMS AND COVERS FOR BTC ELECTION, 2025		
Sl. No.	Forms and Covers	Unit Rate including GST
1	List of Contesting Candidates	
2	Appointment of Polling Agent	
3	Revocation of Appointment of Polling Agent	
4	List of Challenged Votes	
5	List of Blinds and Infirm Votes	
6	List of Tendered Votes	
7	Ballot Paper Account	
8	Paper Seal Account	
9	Declaration of Presiding Officer at the Beginning of the Poll at the Time of Use of Subsequent Ballot Box (es) and at the End of the Poll	
10	Presiding Officer's Diary	
11	Cover for Ballot Paper Account	
12	Cover for Counterfoils of Used Ballot Papers	
13	Receipt Book for Deposit of Fee for Challenged Votes	
14	Release Order of Polling Officer	
15	Photocopy of Signature of Candidate/ Agent	
16	Identification of Electors Through Alternate Documents	
17	Letter of Complaint to SHO/ Police	
18	Declaration by Elector About Age	
19	List of electors who have voted after giving declaration/ refused to give declaration	
20	Declaration by the companion of blind and infirm elector	
21	Visit sheet	
22	Cover for marked copies of electoral roll	
23	Cover for list of challenged votes	
24	Cover for signed and unused ballot papers	
25	Cover for unused/ cancelled paper seals	P.T.O

26	Cover for cancelled ballot papers	
27	Cover for receipt book and cash forfeited if any	
28	Notice specifying Polling area	
29	Pass for pollin agents	
30	Blank Cover to keep all other papers	
31	Ballot box label	
32	Cover for presidin officer's diary	
33	Cover for tendered ballot paper	
34	Cover for paper seal account	
35	Address tag	
36	Cover for metal seal	
37	Cover for distinguishing seal	
38	Cover for Arrow Cross Mark	
39	Cover for other copy of Electoral Roll	
40	Cover for declaration by Presiding Officer before and after the poll	
41	Cover for list of blind and infirm voters	
42	Cover for declaration of companion of blind voters	
43	Sign Board for	
	Presiding Officer's Diary	
	Polling Officer	
	Entry	
	Exit	
	Pollinhg Agent	

  
 District Commissioner,  
 Chirang, Kajalgaon.