

QSF/NZ-02/79



सत्यमेव जयते

GOVERNMENT OF WEST BENGAL
Office of the District Magistrate
South 24-Parganas, Nezarath Section
New Administrative Building, 1st Floor, Alipore, Kolkata-27
Email: - ndcalipore@gmail.com

Memo No: 32/NZ/PGE-2024

Date: 06/03/2024

EXPRESSION ON INTEREST (QSF/NZ-02/79)

1. In connection with ensuing Parliament General Election-2024, the undersigned on behalf of the District Magistrate, South 24 Parganas invites Expression on Interest from reliable, resourceful, bonafide and experienced firms/companies/individual contractors having requisite financial capability with technical credential on execution of similar nature of work and sufficient experience in supplying of **OBSERVER KITS** for Hon'ble Observers for Parliament General Election-2024 s detailed below:

Sl. No.	Item Description	Specification of Kit	Specification	Quoted Rate per item of the Observer Kit (Rs.) [Including GST]	Quoted Rate of Observer Kit (Rs.) [Including GST]
01	OBSERVER KIT	LEATHER BAG (MALE & FEMALE AS REQUIRED)	<ul style="list-style-type: none">➤ LEATHER BAG (MALE/FEMALE)➤ NOTE BOOK➤ NOTE PAD➤ PEN (GOOD QUALITY) INK PEN➤ PEN (GOOD QUALITY) BALL PEN➤ POLYMER RUBBER STAMP➤ UMBRELLA GOOD QUALITY➤ WATER BOTTLE (HOT & COLD)➤ CLIP BOARD➤ GEMS CLIP➤ STAPLER WITH PIN➤ OTG PEN DRIVE (64 GB)➤ PENCIL➤ ERASER➤ SHARPENER➤ GOOD QUALITY LEATHER BAG FOR OBSERVER➤ SCALE (6 INCH)➤ MARKER PEN➤ CALCULATOR (12 DIGIT)➤ HIGHLIGHTER PEN➤ REMOTE CALLING BELL➤ FEVI STICK (15 GM)➤ STAMP PAD (BIG)		Rs...../ per Observer Kits

Anas Gupta
Additional District Magistrate (General)
Alipore, South 24 Parganas

Sl. No.	Item Description	Specification of Kit	Specification	Quoted Rate per item of the Observer Kit (Rs.) [Including GST]	Quoted Rate of Observer Kit (Rs.) [Including GST]
			➤ SINGLE HOLE PUNCHING		
			➤ CHARGEABLE TORCH		
			➤ MOSQUITO REPELLENT		
			➤ TOWEL SMALL		
			➤ ELECTRIC KETTLE		
			➤ SAVING SET (ALONGWITH TOOTHBRUSH & PASTE)		
			➤ ROOM FRESHNER		
			➤ FACEWASH		
			➤ BODY LOTION		
			➤ SHAMPOO SACHETS		
			➤ TALCUM POWDER		
			➤ COMB		
			➤ N 95 MASK		
			➤ SURGICAL MASK		
			➤ HAND GLOVES		
			➤ SANITIZER		
			➤ TISSUE PAPER		
			➤ SOAP PAPER		

2. Sealed Quotations on estimated rate are invited from experienced bonafied, eligible agencies/contractor having experience in similar nature of work.
3. They should furnish a copy of (1) **GST Registration Certificate**, (2) **PAN Copy**, (3) **Trade License of similar nature of work**, (4) Upto date **Professional Tax clearance certificate** & (5) **Upto date Income Tax Return Copy** along with their quotation in company's letter head pad.
4. They should furnish a credential of similar nature of work performed within last 5 years including election.
5. Sealed quotations will be received in a sealed box located at the Office chamber of the Officer-in-Charge, Infrastructure Cell, South 24 Parganas (Nezarath Section, New Administrative Building, 1st floor, Alipore, Kolkata-700027) from **10:00 AM to 5:00 PM** on all working days except Saturdays & Sundays and other N.I. Act holidays.
6. The **last date** and **time of submission** of the quotation is **14/03/2024** upto **5:00 PM**.
7. The **date & time of opening the quotation** is **14/03/2024** at **5:30 PM** at the Office chamber of the Officer-in-Charge, Infrastructure Cell, South 24 Parganas (Nezarath Section, New Administrative Building, 1st floor, Alipore, Kolkata-700027). The intending bidders or their authorized representatives may remain present at the time of opening of the quotation.
8. The undersigned reserves the right to accept or to reject any quotation or to distribute the work amongst the bidders without assigning any reason, whatsoever.
9. Any attempt by the bidders to produce fake or false documents and frivolous complaints with an intention to vitiate the tender process will be viewed seriously and the tender committee will take necessary action to initiate process for black listing them.


Addl. District Magistrate (Gen)
Alipore, South 24 Parganas

Memo No: 32/1(5)/NZ/PGE -2024

Dated: 06/03/2024

Copy forwarded for information with a request to display the EOI in his/her office's display board to:

1. Officer-in-charge, Infrastructure Cell South 24 Parganas for displaying EOI in office notice board
2. Officer-in-charge, Observer Cell, PGE-2024, South 24 Parganas.
3. DICO, South 24 Parganas for publishing brief advertisement of EOI in the newspaper as prescribed
4. DIO NIC, South 24 Parganas for displaying the EOI in official website of the district
5. PA to District Magistrate & DEO, South 24 Parganas for placing the notice before the District Magistrate, South 24 Parganas for his kind perusal.
6. PA to ADM (Election) South 24 Parganas for placing the notice before ADM (Election), South 24 Parganas for his kind perusal.

Adasgupta

**Addl. District Magistrate (Gen.)
Alipore, South 24 Parganas**