

OFFICE OF THE DISTRICT ELECTION OFFICER & COLLECTOR, DEOGARH

No 338

/ Elec.

Dated. 27.02.2024

TENDER CALL NOTICE

In pursuance to Govt. in Home (Elections) Deptt. Odisha, Bhubaneswar Letter No- 1459/Elec. Dated. 12.02.2024 sealed tenders in plain paper are invited from the intending local bonafide Agencies/Forms/Industries/Individuals for **Videography in Video Surveillance Team (VST) and Flying Squad(FS) Team** of critical and important events with manpower as required in connection with the forthcoming Simultaneous General Election-2024 in Deogarh District.

The indicative list of such provision of **Videography** includes.

SL No	Indicating items of Work
1	Videographer/ Photographer for Flying squad(FS) / Video Surveillance Teams(VST).

The tender papers along with the details of specifications of the articles are available in the District Website www.deogarh.nic.in interested bidders and download the tender documents from the district Website and the sealed tender papers duly filled in along with supporting documents should reach to the District Election Office, Deogarh only through Speed Post or in the assigned drop box kept in District Election Office, Deogarh latest by 02.03.2024 at 1.30 AM. The undersigned will not be held responsible for any delay in postal service. The sealed tenders will be opened on 02.03.2024 at 04.00PM in the Conference hall of Collectorate, Deogarh in presence of Purchase Committee and Bidders or their authorized agents.

The District Election Officer & Collector, Deogarh reserves the right to accept or reject any or all the tenders without assigning any reason thereof and also issue Corrigendum/addendum to the Tender Call Notice if felt necessary. Hence the bidders are advised to visit frequently the District Website to track any Modification/Corrigendum etc.



**Dist. Election Officer & Collector,
Deogarh**

Terms and Conditions

1. The interested candidates suppliers/Firms should submit quotations in a sealed envelope super scribed with 'TENDER FOR VIDEOGRAPHY AND PHOTOGRAPHY FOR SGE-2024, DISTRICT- DEOGARH'. The sealed envelope containing the proposals must be developed to the District Election Officer & Collector, Deogarh by sped post or in the drop box kept in Dist Election Office, Deogarh. Latest by 02.03.2024 (01.30) PM. Bids received after due date & time will not be entertained and shall be liable for rejection.
2. Photo copy of valid PAN card, GST in registration certificate. IT return documents to be enclosed by the bidder along with their proposals. All the pages of the tender papers should be signed with seal of the firms/agencies.
2. The application fees of Rs.500/- (Five Hundred) only(Non-Refundable) and EMD of Rs 5,000/-(Five Thousand Rupees) (Refundable)Demand Draft in favour of DEO & Collector, Deogarh payable at District Election Office, Deogarh must be furnished by the tenderer. The EMD of unsuccessful bidders will after finalization of tender. The tender application fee is non refundable.
3. Attested copies of documents in support of the above criteria must be closed along with General bid documents falling which the bid will be liable to be rejected.
4. Any legal dispute arises out of this is subject to jurisdiction of Deogarh District only.
5. The bidder should have not been blacklist by any Govt. organization/court etc. if found later on, action shall be initiated against the firm as per the law by the undersigned.
6. The successful bidder shall not assign or sublet the contract to any other firm.
7. Prices shall be quoted in Indian Rupees (both in figures & words) carefully and legibly.
8. The Videography must have date & time recording system.
9. The DVD cassettes of Videography /Photography must be deposited peach each day.
9. Self attested Photocopy of valid PAN card, GSTIN Registration Certificate must be enclosed by the bidder.
10. The bidder provides quality service and timely performance in full as per the specification within the stipulated period at the places to be decided by the District Election Office, Deogarh.

11. The earnest money/Security Money will be released only after satisfactory performance of Service.

12. The bidder should have past experience of Videography and still photography installation in 1 st General Election to Lok Sabha /OLA/ Panchayat Elections or any other similar service to any Govt. or Autonomous Body Bidder must furnish proof in the form of purchase order.



**District Election Officer &
Collector, Deogarh**

Memo- 339 Date- 27.02.2024

Copy to the EO, Municipality, Deogarh/ Sub-Collector, Deogarh / all BDOs/ all Tahasildars/ all district level officers for information with a request to publish the Notice in their Officer Notice Board for wide publicity among the General Public.

Copy to Notice Board of Collectorate, Deogarh.



**District Election Officer &
Collector, Deogarh**

Memo- 340 Date- 27.02.2024

Copy to all members of District Level Purchase Committee for information and necessary action.



**District Election Officer &
Collector, Deogarh**

Memo- 341 Date- 27.02.2024

Copy to the DIO, NIC Collectorate, Deogarh for information and necessary action. He is requested to upload the tender call notice in the District Portal.



**District Election Officer &
Collector, Deogarh**

BID APPLICATION

(General Information about Manufacture/Authorized
supplier)

SL NO	Particular	Details to be furnished
Details of Bidder		
1	Name	
2	Address	
3	Telephone/Mobile Number	
4	Email id	
5	GST Regn. Number	
6	PAN Number	
7	Adhar Number of the Owner of the Business Number	
8	Rate of Videography/ Photography per day per Unit.(in Rs.)	

DECLARATION

I Shri _____ Son/Daughter/Wife of
Shri _____.

Proprietor/Director/Authorized signatory of the manufactures/ authorized supplier/agency mentioned above I am competent to sign this declaration and execute this tender document. I have carefully read and understood all the Terms & Conditions of the tender & undertake to abide by them. The information documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I am well aware of the fact that furnishing any false information fabricated documents would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate provisions of law.

Signature of the Applicant.