

OFFICE OF THE  
DISTRICT ELECTION OFFICER &  
COLLECTOR, KEONJHAR.



06766255498(O),

Email ID:- deokeonjhar@gmail.com

No. 264 / Elec. Dated: 06 / 02 2024

**QUOTATION CALL NOTICE**

Sealed quotation in enclosed format is invited from the intending suppliers/ Agencies/ firms/ service providers for installation of **CCTV Camera (Indoor and outdoor type)** with recording facilities on rental basis at Polling Stations of all the Constituencies of this district for ensuing Simultaneous General Elections, 2024. The description of the goods to be required are given at Annexure-I and the Quotation format is given at Annexure - II.

Sl. No.	Description	Cost of Tender paper	Earnest Money Deposit	Period of Service
01	Installation of CCTV Camera (Indoor and Outdoor type) with recording facilities at selected Polling Stations of all the Assembly Constituencies of Keonjhar District for ensuing Simultaneous General Elections, 2024	Rs.1,000/-	Rs.20,000/-	During the Election Process

**SCHEDULE OF EVENTS**

1. Last date for receipt of Quotations:	<b>27-02-2024 (By 2.00 PM)</b>
2. Opening of Bids/Quotations:	<b>27-02-2024 (4.00 PM)</b>

The tender documents are available in the Keonjhar District website: [kendujhar.nic.in](http://kendujhar.nic.in) Interested bidders can download the tender documents from the district website and submit the sealed Quotations in favour of the District Election Officer & Collector, Keonjhar.

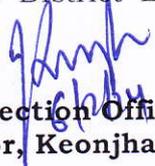
Modifications/ Corrigendum if any detected/ felt necessary at a later stage will be published in district website & Office Notice board only. Hence the bidders are advised to visit frequently the district website i.e. [kendujhar.nic.in](http://kendujhar.nic.in) or contact District Election Office, Keonjhar to track any modifications/ corrigendum etc. or to know the details of articles as required this connection.

Canvassing in any form shall be liable for disqualification.

Last date of submission of tenders is **27-02-2024 by 2.00 PM**. No tenders will be received after due date and time.

DEO & Collector reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

The bidders are to submit sealed tender papers by the due date only by Speed Post/ Regd. Post/ dropped in the assigned drop box kept in District Election Office, Keonjhar.

  
District Election Officer &  
Collector, Keonjhar

(Contd..P/2..)

**Terms and Conditions:**

1. The interested supplier/ firms should submit quotations in a sealed envelope. All the pages of the tender papers should be signed with seal of the firms/ agencies.
2. The sealed envelope containing the proposals must be delivered at the District Election Officer & Collector, Keonjhar by registered post/ speed post/ drop box kept in District Election Office, Keonjhar with super scribed the item of quotation. Bids received after due date will not be entertained and shall liable for rejection.
3. The tender paper can be obtained from the office of District Election Officer & Collector, Keonjhar or can be downloaded from District website [kendujhar.nic.in](http://kendujhar.nic.in) .
4. Photocopy of valid PAN CARD, GSTIN registration certificate, IT return document (s) of last three years 2020-21, 2021-22 & 2022-23 must be enclosed by the tenderers.
5. Any legal dispute arises out of this is subject to jurisdiction of Keonjhar only.
6. The bidder shall submit the sample of each item at the time of opening of the tender before the District Purchase Committee for verification of quality.
7. The bidder should have not been blacklisted by any Government organization. If found later on, the action shall be initiated against the firm as per the law.
8. The successful bidder shall not assign or sublet the contract to any other firm.
9. Time is the essence of the contract and delivery must not be later than time line specified in the order. If the supplier fails to deliver the items or any consignment thereof within the stipulated period, the District Election Officer & Collector will take action as deemed fit.
10. The District Election Officer & Collector, Keonjhar reserves the right to accept or reject any or all the quotations without assigning any reason thereof and also has the right to allot/ distribute the work to L2 supplier/ firm at the Lowest (L1) rate in case of L1 bidder fails to deliver items within the stipulated time.
11. In case of breach of any terms and conditions and failure to supply the required materials by the successful bidder, the District Election Officer, Keonjhar will have the right to cancel the order/ contract without assigning any reason thereof.
12. The decision of District Purchase Committee formed by the District Election Officer & Collector, Keonjhar on selection/ rejection of bidders would be final basing on the quotation submitted by the bidders and the quality of items to be supplied by them.
13. The work order shall be placed to the selected bidder whose bid has been determined to be substantially responsive and who has offered the lowest evaluated bid price. However, the District Purchase Committee shall also not be bound to issue the work order to the lowest bidder only but can issue work order to one or more participating bidders basing on quality of service to be provided by the firm(s).

/3/

14. The actual requirement of the places for Installation of CCTV will be intimated to the successful bidder during placement of work order. This can also be altered at any time based on the situation.
15. The Bids are liable to be rejected if any of the above conditions are not complied with proper manner.
16. The intending bidders may contact District Election Office, Keonjhar for any queries, if necessary.
17. The selection of bidder will be made on the basis of financial bid and quality of the services to be provided and the order will be issued to person/ supplier with Lowest Rate quoted in respect of individual article/item mentioned in **Annexure-I**.
18. Generally, payment will be released after completion of the election process. However, a lump sum advance payment can be made in favour of the selected firm/firms to meet the logistic support to carry out the work order.

  
District Election Officer &  
Collector, Keonjhar

Memo No. 265 /Elec. Dated: 06 / 02 /2024

Copy to all the Sub-Collectors/ all BDOs/ all Tahasildars/ all Executive Officers of ULBs for information with a request to publish the Notice in their Office Notice Board for wide publicity among the General Public.

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

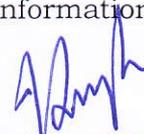
Copy to D.I.O, N.I.C, Keonjhar, for information and necessary dissemination of the information in the District website.

Copy to Notice Board, Collectorate, Keonjhar.

  
District Election Officer &  
Collector, Keonjhar

Memo No. 266 /Elec. Dated: 06 / 02 /2024.

Copy forwarded to the Additional Chief Electoral Officer-cum-Additional Secretary to Government, Home (Elections) Department, Odisha for favour of kind information.

  
District Election Officer &  
Collector, Keonjhar

**Annexure-I**  
**DESCRIPTION OF GOODS & SERVICES TO BE HIRED**

Sl. No.	Description of Goods	Rate to be quoted for
1	<b>CCTV Camera with all Accessories (Indoor &amp; Outdoor Type) with Recording facilities</b>	Per Polling Station

**Annexure - II**  
**FORMAT FOR QUOTATION**

Quotation Call Notice No.

Name of the Supplier/ Firm/ Agency:

Address of Supplier/ Firm/ Agency:

PAN No.

GSTIN No. of Supplier/ Firm/ Agency:

Rate Quoted for MATERIALS/ ARTICLES TO BE HIRED (Item Wise):

Sl. No.	Description of Goods	Rate to be quoted for	Rate ( in Rs.) Including all taxes
1	<b>CCTV Camera with all Accessories (Indoor &amp; Outdoor Type) with Recording facilities</b>	Per Polling Station	