

**OFFICE OF THE  
CHIEF ELECTORAL OFFICER: MANIPUR**

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**INVITATION FOR BIDS (IFB)  
Imphal, the 5<sup>th</sup> October, 2021**

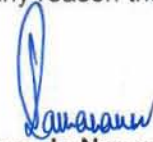
**No.COE-101/1/2021-ELEC-MATERIALS** : Chief Electoral Officer, Manipur invites bids for supply of Non Stationery items to be used in Polling Stations from the reputed firms.

2. Tender is to be submitted through e-procurement/tender portal: <https://manipur tenders.gov.in>. The dates for submission of bids are as follows:

Sl.No.	Particulars	Start date & time	End date & time
1.	Publishing/downloading Tender documents	12:00 hrs of 05.10.2021	12: 00 hrs of 25.10.2021
2.	Seeking Clarification	12:00 hrs of 05.10.2021	11: 55 hrs of 15.10.2021
3.	Submission of Tender Fees & EMD	12:00 hrs of 15.10.2021	12: 00 hrs of 25.10.2021
4.	Submission of Tender documents	12:00 hrs of 15.10.2021	12: 00 hrs of 25.10.2021
5.	Technical Bid Opening	13.00 hrs of 25.10.2021	
6.	Price Bid Opening	13:15 hrs of 25.10.2021	

3. GENERAL CONDITIONS:

- i. Bidding documents may be downloaded from the website <https://manipur tenders.gov.in> w.e.f 12:00 hrs of 5<sup>th</sup> October, 2021. Interested bidders may obtain further information from the same website.
- ii. All Bids shall be accepted only through online and no manual submission of the same shall be entertained.
- iii. Tender fees of Rs.3,000/- (non refundable) and EMD of Rs.5,00,000/- [refundable] in the form of Bank draft of any Nationalised Bank/ Schedule Commercial Bank payable at Imphal drawn in favour of Chief Electoral Officer, Manipur should be submitted.
- iv. All Bank drafts (Tender Fees / EMD) should be submitted in a separate envelope by mentioning tender details.
- v. Bidder should have GSTIN Registration and the rate quoted should be inclusive of GST.
- vi. Uploaded documents of valid bidder will be verified with original documents and should be submitted to this office.
- vii. Bidder must possess Digital Signature Certificate of Class II or Class III for submission of bids through e-procurement/tender.
- viii. Items should be delivered at this office and transportation shall be arranged by the firm itself. No transportation charges will be paid.
- ix. Selected Firms should be able to deliver the items within 15 (fifteen) days of receiving supply Orders.
- x. Payment will be made after delivery of all Materials in full and on submission of bills in duplicates.
- xi. Bids will be opened in the office Chamber of Chief Electoral Officer, Manipur, Lamphelpat.
- xii. Sample of the items should be submitted to this office before 12.00 hrs of 25.10.2021 and may be subjected to QCBS.
- xiii. The authority reserves the right to cancel all bids without assigning any reason thereof.



**(Ramananda Nongmeikapam)**  
Joint Chief Electoral Officer, Manipur.

Copy to:

1. Principal Secretary (Election), Govt. of Manipur.
2. Relevant file/Guard file.

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Annexure				
List of Non Stationery Items				
Particular	Quantity	Rate /items	Tax	Total
<b>SEALS</b>				
Distinguishing Mark Rubber Stamp	4800			
Metal seal for Presiding Officer- Aluminium	4800			
Metal seals for RO- Aluminium	100			
Metal seals for ARO - Aluminium	200			
<b>OTHERS</b>				
Gunny Bags ( made of loin cloth )	4,800			
<b>Sign Board printed in Hard Board</b>				
Presiding Officer	4,800			
Polling Officer	4,800			
Entry	4,800			
Exit	4,800			
Poll Hour	4,800			
Polling Agent	4,800			
Ballot Unit Layout Display	4,800			