

**Government of West Bengal**  
**Office of the District Magistrate & District Election Officer**  
**Dakshin Dinajpur, Balurghat**  
**Election Section**

No. 425 /Elec

Date. 09/08 /2018

**NOTICE INVITING TENDER NO. 03 /18-19**

Sealed Tenders are invited from the bonafide Agencies / Service providers having own setup and experience in Processing of Electoral Roll and EPIC under Election set up at District Level for Pre-Revision Activities in connection with Continuous Updation 2019, Permanent EPIC Centre at both the Sub-Divisions of this district, ensuing SRER-2019 and associated activities for Roll and EPIC related data processing work through ERMS & ERONET software on behalf of the District Magistrate & District Election Officer, Dakshin Dinajpur.

The specification of the work, term and conditions are enclosed in **annexure-A and B** respectively with this NIT.

The agencies should quote the rates against each item of their own letter head along with all supporting papers and submit the same in sealed envelope marked with the NIT number and date addressed to the District Magistrate & District Election Officer, Dakshin Dinajpur and the same is to be dropped in the box kept for this purpose in the chamber of Officer-in-Charge, Election Section, Dakshin Dinajpur Collectorate office from 11 a.m. to 3 p.m. during the period from **09.08.2018 to 16.08.2018**. Date and time of opening of tender box on **16.08.2018 at 3 p.m. at the chamber of the Additional District Magistrate (Elec.), Dakshin Dinajpur**. Tender received beyond the scheduled date and time shall not be entertained under any circumstances. Rates should be quoted inclusive of all statutory taxes and duties. Part tenders will not be considered.

Sl. No.	Description of work	Rate including all taxes and all other charges (in figures as well in words)
1	Complete Data Entry (in English & Bengali font) through ERMS & ERONET Software in different Module or other ECI/CEO Site/Server as provided by the ECI/CEO, WB (where required) for Form 6, 6A, 7, 8 & 8A during continuous updation and SRER at both Block/Sub-Division/District level, Generation of Checklist & Printing, all corrections, disposal entries and Re Printing of Checklist etc. All complete, rate to be quoted per Forms basis only	
2	Scanning of documents and photograph, Merging, Flagging off of all forms, Uploading to the Central Server etc. and printing of checklist, any other work as per instruction of ECI/CEO, WB all complete. Rate to be quoted per Form only.	
3	Preparation of EPIC during SRER, Continuous Updation and at Permanent EPIC Centre at both the Sub-Divisions (including 2 sets of delivery Challan). Rate to be quoted per EPIC only	

The authority reserves the right to accept or to reject the lowest or any rates or all the tenders or issue work order without assigning any reason whatsoever.

  
**Addl. District Magistrate (Elec.)**  
**Dakshin-Dinajpur**

Memo No.

425 /1(50)/Elec

Date: 09/08/2018

Copy forwarded for information and taking necessary action with a request to publish the same in the notice board for wide circulation.

- 1-24) The District Election Officer (all)
- 25) The Superintendent of Police, Dakshin Dinajpur, Balurghat
- 26) The Addl. Executive Officer, D.D. Zilla Parishad, Balurghat
- 27) The Dist. Land and Land Reforms Officer, Dakshin Dinajpur
- 28-29) The Sub-Divisional Officer, Balurghat/Gangarampur at Buniadpur, Dakshin Dinajpur
- 30-37) The Block Development Officer, BLG/KSD/HRP/BANS/GMP/TPN/HILI/KMJ, D/Dinajpur.
- 38-40) The Chairman, Balurghat/Gangarampur/Buniadpur Municipality, Dakshin Dinajpur
- 41) The D.I.O., NIC, with a request to upload the NIT in the Dist. Website.
- 42) the D.I.C.O., Dakshin Dinajpur with a request to publish the Tender Notice at least two local Daily Newspaper.  
(Matter enclosed)
- 43) The C.A. to the D.M & D.E.O., D/Dinajpur with request to put up.
- 44) The C.A. to the A.D.M. (Elec.), D/Dinajpur.
- 45) Notice Board of the District Magistrate, Dakshin Dinajpur.
- 46) The \_\_\_\_\_

  
Addl. District Magistrate (Elec.)  
Dakshin Dinajpur

