

कार्यालय : मुख्य निर्वाचन अधिकारी, उत्तराखण्ड
4 - सुभाष रोड़, सचिवालय परिसर, देहरादून - 248001
Email- election09@gmail.com फोन नं० (0135) - 2712338,2712055,2713551,फैक्स नं० (0135) - 2712014, 2713724
संख्या 243 /XXV-37/2018 देहरादून : दिनांक 22 जनवरी, 2019

सेवा में,

महा निदेशक
सूचना लोक सम्पर्क विभाग
उत्तराखण्ड ।

निर्वाचन-तत्काल

विषय:- Advertisement for Empanement of Printers/Vendor under SVEEP -
reg..

महोदय,

उपर्युक्त विषयक भारत निर्वाचन आयोग द्वारा दिये गये निर्देशों के परिपेक्ष्य में लोकसभा सामान्य निर्वाचन-2019 के तहत विभिन्न प्रकार की सामग्री की तैयारियों के सम्बन्ध में Empanement of Printers/Vendor under SVEEP सम्बन्धित विज्ञापन को राज्य के सार्वधिक प्रचलन के तीन समाचार पत्रों के उत्तराखण्ड संस्करण में Black & White 8 गुना 12 सेमी के आकार में विज्ञापन प्रकाशित कराते हुए बिल प्रमाणिकरण के उपरान्त इस कार्यालय को नियमानुसार भुगतान वास्ते उपलब्ध कराने का कष्ट करें ।

संलग्नक-यथोपरि

भवदीय,

(सौजन्या)
सचिव एवं
मुख्य निर्वाचन अधिकारी

O/o The Chief Electoral Officer, Uttarakhand

Uttarakhand Secretariat Campus, First Floor, Vishwkarma Bhawan, Subhash Road, Dehradun,
Phone No. 0135-2712338 Email election09@gmail.com Web www.ceo.uk.gov.in

Letter No- 243 XXV-37/2018

Dehradun/Dated 22 January, 2019

Advertisement for Expression of Interest (EOI)

Chief Electoral Officer, Uttarakhand invites Expression of Interest for Empanelement of Paper Printing Agencies (In Cat. A) and Flex & Other Misc. Printing Agencies (In Cat. B) & Vendor for supplying Merchandise Items (Cat. C)

- Sale of EOI document: From 23.1.2019 to 7.2.2019
- Last Date & Time of Submission : 08.02.2019 at 3.00 PM
- Opening of Tender: 08.02.2019 at 4.00 PM.
- For details please visit : www.ceo.uk.gov.in
- Pre-Bid meeting on dated 30.01.2019 at 3.30 PM.

—sd—

Chief Electoral Officer
Uttarakhand

कोई भी मतदाता न छूटे ।
No Voter to be left behind

मजबूत लोकतंत्र—सबकी भागीदारी ।
Greater Participation for a Stronger Democracy

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Greater Participation for a Stronger Democracy

Letter No-243 XXV-37/2018

Dehradun/Dated 22 January, 2019

Tender Notice


Empanelment of Printers (Paper Printing) Category-A

Chief Electoral Officer, Uttarakhand is interested to empanel printers for undertaking a wide range of printing works like Sectoral Profiles, Brochures, Booklets, Coffee Table Book, Leaflets, Posters, Badges, Certificates proforma, Maps etc. for various events & other activities which will be held during the year 2018-19 & 2019-20 under Systematic Voter's Education & Electoral Participation Programme (SVEEP) of election commission of India for Voter education in Uttarakhand State.

Interested printers/agency with proven experience and credentials of printing of Sectoral Profiles, Brochures, Booklets, Pamphlets, Leaflets, Handbills, Posters, Badges, Certificates proforma, News Letter, Calenders, Statical Daries, Magazines, Letter heads, Visiting Cards, Maps and other printing works must submit application on prescribed tender document **on or before 08 February, 2019** (Up to 03:00 PM) in sealed envelope to this office which will be opened the same date at 04:00 PM. Sealed Envelope should clearly super scripted "**Proposal for Empanelment of Printers**"

The tender document can be collected from the Office of The Chief Electoral Officer, Uttarakhand **on or before 07 February, 2019** on payment of Rs. 500/- (Rs. Five hundred only) by **DD in favour** Chief Electoral Officer, Uttarakhand, **Dehradun**. The tender document can also be downloaded from www.ceo.uk.org which case the document fee in form of **Demand draft** favouring Chief Electoral Officer, Uttarakhand, **Dehradun** payable at Dehradun is to be enclosed with the tender.

Chief Electoral Officer, Uttarakhand reserves the right to annul the process or reject any or all bids at any time.


Chief Electoral Officer,
Uttarakhand

I. Eligibility Criteria:

- a-** Printer/ agency must have been at least 3 years professional experience of designing and printing of brochures, posters, manuals, books, reports, maps, poster, booklets, other collateral material & print document etc. Proof to be submitted should be in the form of Registration/Incorporation Certificate in the name of the agency submitting the bid including samples.
- b-** The Printer /Agency must have an annual turnover of Rs. 10.00 Lacs in each of the last three financial years (2015-16, 2016-17, 2017-18). A certificate from the Chartered Accountant clearly specifying the turnover for each year must be submitted in this regard or audited balance sheet (2015-16,2016-17, 2017-18) by a CA.
- c-** **The Printer must provide minimum 01 work order (within last 03 year from Govt. Organization).**
- e-** The Printer /Agency should have a valid **GSTIN NO. & PAN No** & proof must be enclosed.
- f-** The agency should have full fledged unit of its own in-house facility for usual designe, preparation of art work, scanning ,designing, printing ,cutting, binding ,stiching etc. as well as good & frequent broadband/internet,Generator & UPS facility.
- g-** The Printer /Agency should have at least **one/two** offset printing machines (4 color plus provision of adding special colors). The Printer /Agency should also have the digital printing setup. List of Plant and Machinery along with self undertaking should be provided.
- h-****IT return for last three years with proof.**
- i-** List of plant & Machinery should be attached with following details:-

S.No.	Name of Plant & Machinery	Purchasing Date	Price (in INR)	Name of the Manufacturer / Supplier


मुख्य निर्वाचन अधिकारी,
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II. Other Terms and Conditions:

- i. Empanement does not guarantee that work will be provided to agency necessarily.
- ii. Work will be allotted to the empaneled agency separately as per need following due course.
- iii. The agency will be responsible for collecting the manuscript, photographs, CD & DVD, negatives & positives, sample items, and other material free of charges for preparation of designs, printing, proof reading, typesetting, editing, nature of binding etc as per direction of CEO, Uttarakhand. It will be responsibility of the agency to return these such material.
- iv. Failing to submit the EOI in the prescribed format would result in disqualification of the agency and no further request would be entertained.
- v. CEO, Uttarakhand will issue advertisement/notices through departmental website/e-mail regarding printing job as per its requirement from time-to-time. Desirous empaneled agencies may apply at the time of advertisement/notice.
- vi. CEO, Uttarakhand will not pay any advance for any job. Payment will be made only after satisfactory completion of Job & submission of proper bill.
- vii. The chief electoral officer, Uttarakhand reserve all right including copy rights over all the printing /designing jobs related to the CEO, Uttarakhand. Use of such material without the knowledge of CEO, Officer is strictly prohibited.
- viii. The agency will also provide & final copy of the designing/printing job (ready to print form) to the CEO, Uttarakhand just after completion of job.
- vii. Performance security in the form of pledged FDR for an amount of 5% of work order amount has to be submitted by the empaneled agency/firm.
- viii. CEO may cancel the order if the required items are not supplied in time or do not meet the specification envisaged by the CEO.
- ix. The above mentioned eligibility criteria & terms & conditions may be changed/ altered/modify in order to suit the requirements of the CEO, Uttarakhand from time to time or before giving job order.



मुख्य निर्वाचन अधिकारी,
उत्तराखण्ड, देहरादून

III-Dispute Resolution Mechanism(Arbitration)

The tender/bidder and Office of the Chief Electoral Officer,Uttarakhand shall endeavor their best to amicably settle all dispute arising out or in connection with the contract in the following manner:-

- a. The party raising a dispute shall address to the other party, a notice requesting an amicable settlement of the dispute within(07) days of receipt of the notice.Matter will be referred for negotiation between officer nominated by Office of the Chief Electoral Officer,Uttarakhand & authorised official of the contractor. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15 days.
- b. If any dispute arises out of the contract with regard to the interpretation, meaning and breach of the team of the contract, the matter shall be referred **to by** the Parties to the Office of the Chief Electoral Officer,Uttarakhand who will be the state arbitrator and whose decision shall be final.
- c. In case any dispute between the parties,does not settle by negotiation in the manner as mentioned above,the same may be resolved exclusively by arbitration within 20 days of the failure of negotiations.Arbitration shall be held in Dehradun and conducted in accordance with the provisions of arbitration and conciliations act.1996. or any statutory modification or re-enactment thereof.Each Party to the dispute shall appoint one arbitrator each & two arbitrators shall jointly appoint the third of the presiding arbitrator The 'arbitration notice' should accurately set out the disputes between the parties,the intention of the aggrieved party to refer such disputes to arbitration as provided herein, request to the other party to appoint its arbitrator within 45 days from receipt of the notice.
- d. All notices by one party to the other party in connection with the arbitration shall be in writing and be made as provided in this tender document.Each party shall bear the cost of preparing and presenting its case and the cost of arbitration,including fees and expenses of the arbitrators,shall be shared equally by the parties unless the award otherwise provides.The contractor shall not be entitled to suspend the service/s in accordance with the provisions of the contract/s agreement notwithstanding the existence of any dispute between the parties or the subsistence of any arbitration or other proceedings.
- e. All legal proceedings,if necessary arises to institute may be any of the parties(Office of the Chief Electoral Officer,Uttarakhand or Contractor) shall have to be lodged in courts situated in Dehradun and not elsewhere. Jurisdiction area will be Dehradun.
- f. If the terms and conditions mentioned in the tender are contradicting the terms and conditions appearing elsewhere,then it shall be at the discretion of the office of the chief electoral officer,Uttarakhand to choose the over-riding terms and conditions.In any case,the decision of Office of the Chief Electoral Officer,Uttarakhand shall be final and binding on all parties concerned.

SIGN AND SEAL OF THE PRINTER/AGENCY

DATE:


मुख्य निर्वाचन अधिकारी,

1.	Name and Address of the agency/organization:			
2.	Location of the Unit/Workshop:			
3.	Telephone No.:	Fax No & Email	Website:	
4.	Name-Contact Person, LL/Mob.No./E-mail ID:			
5.	Type of Legal Entity:			
6.	Year of Establishment:			
7.	Financial Capacity (as per the audited statements):			
	Year	FY1	FY2	FY3
	Total Turnover			
8.	List of Clients:			
9.	Nos. of Employees:			
10.	GSTN No. :			
11.	PAN No. :			
12.	<p>Required Attachment : as a proof . .</p> <ol style="list-style-type: none"> 1) Registration/Incorporation Certificat: 2) CA's Certificate or Audited Balance Sheet(2015-16,2016-17&20 17-18) 3) HR Self Certificate : 4) Self Undertaking regarding Printing Machines : 5)Self certified certificate of satisfaction of work done from previous organization/govt.department or a affidavit duly attested by notary that his/her firm is not debarred/blacklisted/ banned by any govt.department.organization 6) List of plant & Machinery should be attached as per eligibility crateria. 7) Detail of other infrastructure like brodband connection,ups,generator etc. 8) Detail of processing facility i.e.cutting,folding,stiching,binding,packaging etc. 9) IT Return of last three year. 			
13.	<p style="text-align: center;">Declaration</p> <p>I hereby declared that all the details as per above given by me are true to the best of my knowledge & belief, in case above detail or any information provided by me found falls, my tender will be cancelled & I also be declared that even after my engagement ,If any thing/information found false than CEO,Uttarakhand may be terminated my tender.</p>			

SIGN AND SEAL OF THE PRINTER/AGENCY

DATE: 

O/o The Chief Electoral Officer, Uttarakhand

Uttarakhand Secretariat Campus, First Floor, Vishwkarma Bhawan, Subhash Road, Dehradun,
Phone No. 0135-2712338 Email election09@gmail.com Web www.ceo.uk.gov.in

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Greater Participation for a Stronger Democracy

Letter No-243 XXV-37/2018

Dehradun/Dated 22 January, 2019

Tender Notice

Empanelment of Printers(Flex & Other Misc.Printing) in Category-B

Chief Electoral Officer,Uttarakhand is interested to empanel printers for undertaking a wide range of flex & Other Misc.printing works like Flexes of Floor Games,Banners & Boards of (Flex,Star,Screen,Vinyl), PVC Floor Games,Vinyl Stickers, Sunpack, Standees, Canopies Various type of Boards(Flex/Sun/Backlite/Digital/LED/3 D Acrylic). Logo Printing in Various Merchandise Items etc. for various events & other activities which will be held during the year 2018-19 & 2019-20 under Systematic Voter's Education & Electoral Participation Programme (SVEEP) of election commission of India for Voter Education in Uttarakhand State.

Interested printers/agency with proven experience and credentials of printing of material as per requirement,mentioned above, must submit application on prescribed tender document **on or before 08 Feburary, 2019** (Up to 03:00 PM) in sealed envelope to this office which will be opened the same date at 04:00 PM. Sealed Envelope should clearly super scripted "**Proposal for Empanelment of Printers in Category -B**"

The tender document can be collected from the Office of The Chief Electoral Officer,Uttarakhand **on or before 07 Feburary, 2019** on payment of Rs. 500/- (Rs. Five hundred only) by **DD in favour** Chief Electoral Officer,Uttarakhand, **Dehradun**. The tender document can also be downloaded from www.ceo.uk.org which case the document fee in form of **Demand draft** favouring Chief Electoral Officer,Uttarakhand, **Dehradun** payable at Dehradun is to be enclosed with the tender.

Chief Electoral Officer,Uttarakhand reserves the right to annul the process or reject any or all bids at any time.


Chief Electoral Officer,
Uttarakhand

I. Eligibility Criteria:

- a- Printer/ agency must have been at least 3 years professional experience of designing and printing of Banners (Flex,Star,Screen,Vinyl), Vinyl Stickers,Sunpack,Standees,Canopies, Various type of Boards(Flex/Sun/Backlite/Digital/LED/3 D Acrylic). Logo Printing in Various Merchandise Items etc. Proof to be submitted should be in the form of Registration/Incorporation Certificate in the name of the agency submitting the bid .
- b- The Printer /Agency must have an annual turnover of Rs. 10.00 Lacs in each of the last three financial years (2015-16, 2016-17, 2017-18). A certificate from the Chartered Accountant clearly specifying the turnover for each year must be submitted in this regard or audited balance sheet (2015-16.2016-17, 2017-18) by a CA.
- b- **The Printer must provide minimum 01 work order (within last 03 year from Govt. Organization).**
- c- **IT return for last three years with proof.**
- d- The Printer /Agency should have a valid **GSTIN NO. & PAN No** & proof must be enclosed.
- e- **CEO has all the rights reservd to add/delete/alter any of the items.**
- f- **CEO has all the rights reservd to add/delete/alter any of the items.**
- g- The agency should have full fledged unit of its own in-house facility for usual desigine, preparation of art work, scanning ,designing, printing etc. according point-a (mentioned above) as well as good & frequent broadband/internet,Generator & UPS facility.
- h- The Printer /Agency should have at least **one/two** printing machines & other infrastructure as per required . The Printer /Agency should also have the digital printing setup. List of Plant and Machinery along with self undertaking should be provided.
- i- List of plant & Machinery should be attached with following details:-

S.No.	Name of Plant & Machinery	Purchasing Date	Price (in INR)	Name of the Manufacturer / Supplier



मुख्य निर्वाचन अधिकारी,

II. Other Terms and Conditions:

- i. Empanement does not guarantee that work will be provided to agency necessarily.
- ii. Work will be allotted to the empaneled agency separately as per need following due course.
- iii. The agency will be responsible for collecting the manuscript, photographs, CD & DVD, negatives & positives, sample items, and other material free of charges for preparation of design, printing, proof reading, typesetting, editing, nature of binding etc as per direction of CEO, Uttarakhand. It will be responsibility of the agency to return these such material in time.
- iv. Failing to submit the EOI in the prescribed format would result in disqualification of the agency and no further request would be entertained.
- v. CEO, Uttarakhand will issue advertisement/notices through departmental website/e-mail regarding printing job as per its requirement from time-to-time. Desirous empaneled agencies may apply at the time of advertisement/notice.
- vi. CEO, Uttarakhand will not pay any advance for any job. Payment will be made only after satisfactory completion of Job & submission of proper bill(s).
- vii. The chief electoral officer, Uttarakhand reserve all right including copy rights over all the printing /designing jobs related to the CEO, Uttarakhand. Use of such material without the knowledge of CEO, Officer is strictly prohibited.
- viii. The agency will also provide & final copy of the designing/printing job (ready to print form) to the CEO, Uttarakhand just after completion of job.
- vii. Performance security in the form of pledged FDR for an amount of 5% of work order amount has to be submitted by the empaneled agency/firm.
- viii. CEO may cancel the order if the required items are not supplied in time or do not meet the specification envisaged by the CEO.
- ix. The above mentioned eligibility criteria & terms & conditions may be changed/ altered/modify in order to suit the requirements of the CEO, Uttarakhand from time to time or before giving job order.


मुख्य निर्वाचन अधिकारी,
उत्तराखण्ड देहरादून

III-Dispute Resolution Mechnism(Arbitration)

The tender/bidder and Office of the Chief Electoral Officer,Uttarakhand shall endeavor their best to ambically settle all dispute arising out or in connection with the contract in the following manner:-

- a. The party raising a dispute shall address to the other party, a notice requesting an ambicable settlement of the dispute within(07) days of receipt of the notice.Matter will be referred for negotiation between officer nominated by Office of the Chief Electoral Officer,Uttraakhand & authorised official of the contractor. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15 days.
- b. If any dispute arises out of the contract with regard to the interpretation, meaning and breach of the team of the contract, the matter shall be referred **to by** the Parties to the Office of the Chief Electoral Officer,Uttarakhand who will be the state arbitrator and whoe decision shall be final.
- c. In case any dispute between the parties,does not settle by negotiation in the manner as mentioned above,the same may be resolved exclusively by arbitration within 20 days of the failure of negotiations.Arbitration shall be held in Dehrdun and conducted in accordance with the provisions of arbitration and concillations act.1996. or any statutory modification or re-enactment thereof.Each Party to the dispute shall appoint one arbitrator each & two arbitrators shall jointly appoint the third of the presiding arbitrator The 'arbitration notice' should accurately set out the disputes between the parties,the intention of the aggrieved party to refer such disputes to arbitration as provided herein, request to the other party to appoint its arbitrator within 45 days from receipt of the notice.
- d. All notices by one party to the other party in connection with the arbitration shall be in writing and be made as provided in this tender document.Each party shall bear the cost of preparing and presenting its case and the cost of arbitration,including fees and expenses of the arbitrators,shall be shared equally by the parties unless the award otherwise provides.The contractor shall not be entitled to suspend the service/s in accordance with the provisions of the contract/s aggrement not withstanding the existance of any dispute between the parties or the subsistance of any arbitration or other proceedings.
- e. All legal proceedings,if necessary arises to institute may be any of the parties(Office of the Chief Electoral Officer,Uttarakhand or Contractor) shall have to be lodged in courts situated in Dehradun and not elsewhere. Juridication area will be Dehradun.
- f. If the terms and conditions mentioned in the tender are contradicting the terms and conditions appearing elsewhere,then it shall be at the discretion of the office of the chief electoral officer,Uttarakhand to choose the over-riding terms and conditions.In any case,the decision of Office of the Chief Electoral Officer,Uttarakhand shall be final and binding on all parties concerned.

SIGN AND SEAL OF THE PRINTER/AGENGY

DATE:


निर्वाह अधिकारी

1.	Name and Address of the agency/organization:			
2.	Location of the Unit/Workshop:			
3.	Telephone No.:	Fax No & Email	Website:	
4.	Name-Contact Person, LL/Mob.No./E-mail ID:			
5.	Type of Legal Entity:			
6.	Year of Establishment:			
7.	Financial Capacity (as per the audited statements):			
	Year	FY1	FY2	FY3
	Total Turnover			
8.	List of Clients:			
9.	Nos. of Employees:			
10.	GSTN No. :			
11.	PAN No. :			
12.	<p>Required Attachment : as a proof . . .</p> <ol style="list-style-type: none"> 1) Registration/Incorporation Certificat: 2) CA's Certificate or Audited Balance Sheet(2015-16,2016-17&20 17-18) 3) HR Self Certificate : 4) Self Undertaking regarding Printing Machines : 5)Self certified certificate of satisfaction of work done from previous organization/govt.department or a affedavit duly attested by notary that his/her firm is not debarred/blacklisted/ banned by any govt.department.organization 6) List of plant & Machinery should be attached as per eligibility crateria. 7) Detail of other infrastructure like brodband connection,ups,generator etc. 8) Detail of processing facility i.e.cutting,folding,stiching,binding,packaging etc. 9) IT Return of last three year. 			
13.	<p style="text-align: center;">Declaration</p> <p>I hereby declared that all the details as per above given by me are true to the best of my knowledge & belief, in case above detail or any information provided by me found falls, my tender will be cancelled & I also be declared that even after my engagement ,If any thing/information found false than CEO,Uttarakhand may be terminated my tender.</p>			

SIGN AND SEAL OF THE PRINTER/AGENCY

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O/o The Chief Electoral Officer, Uttarakhand

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Letter No 243 XXV-37/2018

Dehradun/Dated 22 January, 2019

Tender Notice

Empanelment of Vendors for supply of merchandise(SVEEP) in Category-C

Chief Electoral Officer, Uttarakhand is interested to empanel vendors for undertaking supply of a wide range of merchandises items/material i.e. Tea Shirts, Cap, Pen, Key Ring, Rist Band, Printed Mug, Balloon, Memento, Sovinears & Momentos, Badges Executive Bag, Folder, Backpack, Non Woven Cloth Bags etc. for various events & other activities which will be held during the year 2018-19 & 2019-20 under Systematic Voter's Education & Electoral Participation Programme (SVEEP) of Election Commission of India for Voter Education in Uttarakhand State.

Interested agencies with proven experience and credentials of supply of merchandises items /material as per annexure-1, must submit application on prescribed tender document **on or before 08 February, 2019** (Up to 03:00 PM) in sealed envelope to this office which will be opened the same date at 04:00 PM. Sealed Envelope should clearly super scripted "**Proposal for Empanelment of Vendors for supplying Category -C**"

The tender document can be collected from the Office of The Chief Electoral Officer, Uttarakhand **on or before 07 February, 2019** on payment of Rs. 500/- (Rs. Five hundred only) by **DD in favour** Chief Electoral Officer, Uttarakhand, **Dehradun**. The tender document can also be downloaded from www.ceo.uk.org which case the document fee in form of **Demand draft** favouring Chief Electoral Officer, Uttarakhand, **Dehradun** payable at Dehradun is to be enclosed with the tender.

Chief Electoral Officer, Uttarakhand reserves the right to annul the process or reject any or all bids at any time.


Chief Electoral Officer,
Uttarakhand

I. Terms and Conditions:

- i. List of products along with specifications.
- ii. Current dealership agreement from principal/Manufacturer .
- iii. List of clients presently being served i.e. educational institutes/Institutes/Govt. Department/Organizations/PSUs.
- iv. The said registration only qualifies a particular vendor for consideration for issue of tender paper in case of limited tenders for relevant category/Item.only for which vendor is registered/empaneled ,however this will not give any claim to the party for award of work/purchase order.
- v. Validity date for bid is 180 days.
- vi. Vendors once empanelled,shall have to promptly reply to all the enquiries,execute orders as per the order terms of CEO and keep the office informed of new products/developments/innovations/ ideas/that shall help reduce the cost and improve quality,reliability.
- vii. The vendor should not assign or sublet the empanellement or any part it to any other vendor in any form.Failure to do so shall be ent.
- viii. IT return for last three years with proof.
- ix. All registered firms are expected to maintain absolute integrity,follow a decent standard of business ethics and do nothing unbecoming of a registered supplier.
- x. CEO has all the rights reservd to add/delete/alter any of the items .
- xi. Printer/ agency must have been at least 3 years professional in the supply work. Proof to be submitted should be in the form of Registration/Incorporation Certificate in the name of the agency submitting the bid .
- xii. Printing of LOGO in each merchandise item will be responsibility of vendor.
- xiii. The Printer /Agency must have an annual turnover of Rs. 10.00 Lacs in each of the last three financial years (2015-16, 2016-17, 2017-18). A certificate from the Chartered Accountant clearly specifying the turnover for each year must be submitted in this regard or audited balance sheet (2015-16.2016-17, 2017-18) by a CA.
- xiv. The Printer must provide minimum 01 work order (within last 03 year from Govt. Organization).
- xv. IT return for last three years with proof.
- xvi. The Printer /Agency should have a valid **GSTIN NO. & PAN No &** proof must be enclosed.
- xvii. CEO has all the rights reservd to add/delete/alter any of the items.

Other Terms and Conditions:

- i. Empanement does not guarantee that work will be provided to agency necessarily.
- ii. Work will be allotted to the empaneled agency separately as per need following due course.
- iii. The agency will be responsible for collecting the manuscript, photographs, CD & DVD, negatives & positives, sample items, and other material free of charges for preparation of designs, printing, proof reading, typesetting, editing, nature of binding etc as per direction of CEO, Uttarakhand. It will be responsibility of the agency to return these such material in time.
- iv. Failing to submit the EOI in the prescribed format would result in disqualification of the agency and no further request would be entertained.
- v. CEO, Uttarakhand will issue advertisement/notices through departmental website/e-mail regarding printing job as per its requirement from time-to-time. Desirous empaneled agencies may apply at the time of advertisement/notice.
- vi. CEO, Uttarakhand will not pay any advance for any job. Payment will be made only after satisfactory completion of Job & submission of proper bill.
- vii. The chief electoral officer, Uttarakhand reserve all right including copy rights over all the printing /designing jobs related to the CEO, Uttarakhand. Use of such material without the knowledge of CEO, Officer is strictly prohibited.
- viii. The agency will also provide & final copy of the designing/printing job (ready to print form) to the CEO, Uttarakhand just after completion of job.
- vii. Performance security in the form of pledged FDR for an amount of 5% of work order amount has to be submitted by the empaneled agency/firm.
- viii. CEO may cancel the order if the required items are not supplied in time or do not meet the specification envisaged by the CEO.
- ix. The above mentioned eligibility criteria & terms & conditions may be changed/ altered/modify in order to suit the requirements of the CEO, Uttarakhand from time to time or before giving job order.



III-Dispute Resolution Mechnism(Arbitration)

The tender/bidder and Office of the Chief Electoral Officer,Uttarakhand shall endeavor their best to ambically settle all dispute arising out or in connection with the contract in the following manner:-

- a. The party raising a dispute shall address to the other party, a notice requesting an ambicable settlement of the dispute within(07) days of receipt of the notice.Matter will be referred for negotiation between officer nominated by Office of the Chief Electoral Officer,Uttraakhand & authorised official of the contractor. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15 days.
- b. If any dispute arises out of the contract with regard to the interpretation, meaning and breach of the team of the contract, the matter shall be referred **to by** the Parties to the Office of the Chief Electoral Officer,Uttarakhand who will be the state arbitrator and whoe decision shall be final.
- c. In case any dispute between the parties,does not settle by negotiation in the manner as mentioned above,the same may be resolved exclusively by arbitration within 20 days of the failure of negotiations.Arbitration shall be held in Dehrdun and conducted in accordance with the provisions of arbitration and concillations act.1996. or any statutory modification or re-enactment thereof.Each Party to the dispute shall appoint one arbitrator each & two arbitrators shall jointly appoint the third of the presiding arbitrator The 'arbitration notice' should accurately set out the disputes between the parties,the intention of the aggrieved party to refer such disputes to arbitration as provided herein, request to the other party to appoint its arbitrator within 45 days from receipt of the notice.All notices by one party to the other party in connection with the arbitration shall be in writing and be made as provided in this tender document.Each party shall bear the cost of preparing and presenting its case and the cost of arbitration,including fees and expenses of the arbitrators,shall be shared equally by the parties unless the award otherwise provides.The contractor shall not be entitled to suspend the service/s in accordance with the provisions of the contract/s aggrement notwithstanding the existance of any dispute between the parties or the subsistance of any arbitration or other proceedings.
- d. All legal proceedings,if necessary arises to institute may be any of the parties(Office of the Chief Electoral Officer,Uttarakhand or Contractor) shall have to be lodged in courts situated in Dehradun and not elsewhere. Juridication area will be Dehradun.
- e. If the terms and conditions mentioned in the tender are contradicting the terms and conditions appearing elsewhere,then it shall be at the discretion of the office of the chief electoral officer,Uttarakhand to choose the over-riding terms and conditions.In any case,the decision of Office of the Chief Electoral Officer,Uttarakhand shall be final and binding on all parties concerned.

SIGN AND SEAL OF THE PRINTER/AGENGY

DATE:



1.	Name and Address of the agency/organization:			
2.	Location of the Unit/Workshop:			
3.	Telephone No.:	Fax No & Email	Website:	
4.	Name-Contact Person, LL/Mob.No./E-mail ID:			
5.	Type of Legal Entity:			
6.	Year of Establishment:			
7.	Financial Capacity (as per the audited statements):			
	Year	FY1	FY2	FY3
	Total Turnover			
8.	List of Clients:			
9.	Nos. of Employees:			
10.	GSTN No. :			
11.	PAN No. :			
12.	<p>Required Attachment : as a proof . .</p> <ol style="list-style-type: none"> 1) Registration/Incorporation Certificat: 2) CA's Certificate or Audited Balance Sheet(2015-16,2016-17&20 17-18) 3) HR Self Certificate : 4) Self Undertaking regarding Printing Machines : 5)Self certified certificate of satisfaction of work done from previous organization/govt.department or a affedavit duly attested by notary that his/her firm is not debarred/blacklisted/ banned by any govt.department.organization 6) Detail of other infrastructure like brodband connection,ups,generator etc. 7) Detail of processing facility i.e.cutting,folding,stiching,binding,packaging etc. 8) IT Return of last three year. 			
13.	<p style="text-align: center;">Declaration</p> <p>I hereby declared that all the details as per above given by me are true to the best of my knowledge & belief, in case above detail or any information provided by me found falls, my tender will be cancelled & I also be declared that even after my engagement ,If any thing/information found false than CEO,Uttarakhand may be terminated my tender.</p>			

SIGN AND SEAL OF THE PRINTER/AGENCY

DATE:

Vendor can supply any(one or more) Item from following category of items as per Catalogue of Merchandises Items /Material

S.No.	Item(s)	
01	Cap	
02	T-Shirt	
03	Key-Ring	
04	Pen	
05	Ballon	
06	Track Suit	
07	Non-Voven Bag	
08	Jute-Bag	
09	Executive Bag	
10	Diary	
11	Recorded DVD	
12	Poly Kit Bag	
13	Momento	
14	Sovinear	
15	Medal	
16	Lanterns(Candils)	
17	Lunch Box	
18	Water Bottle	
19	Wrist Band	
20	Badges	
21	Pen Stand	

- All items with logo and slogan of SVEEP
- List may be extended .