

GOVT. OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER &
DISTRICT ELECTION OFFICER ::: CACHAR ::: SILCHAR

No. CEL.22/2024/8687.

Dated Silchar the 17th March, 2026.

SHORT TENDER NOTICE


1. Sealed short tenders affixing Court Fee Stamp of Rs. 8.25 are invited on behalf of District Commissioner, Cachar, Election Branch, Silchar from the **Registered Printing Presses** for printing of **Postal Ballots** in connection with upcoming **General Election to Assam State Legislative Assembly, 2026.**
2. Bid for Postal Ballot to be submitted as per format below :

Particulars of Items	Rate
Printing of Postal Ballot with Colour Photo of Candidate along with paper (per 100)	
Printing of Postal Ballot with Colour Photo of Candidate without paper (per 100)	

3. Postal Ballots will be provided for printing of the same.
4. The interested firm may submit the tender document complete in all respects by **24.03.2026 upto 4.00 P.M.** to the District Commissioner, Cachar, Election Branch, Silchar. Late/delayed tender shall not be accepted after due date and time of submission of tender. The District Commissioner will not be responsible for the postal loss/delay.
5. The conditional bids shall not be considered and will be out right rejected in very first instance.
6. All entries in the tender form should be legible and filled clearly. No overwriting or cutting is permitted in the Bid Form. In such cases, the tender shall be summarily rejected. However, the cuttings, if any, in the Bid Application must be initiated by the person authorized to sign the tender bids.
7. The bids shall be opened on the schedule date and time i.e **24.03.2026 at 5.00 P.M.** in Election Office, Silchar, in the presence of the representatives of the tenderers, if any, who wish to be present on the spot at that time.
8. The tenderers can submit the bid either directly or through their authorized representative. In case, the tender is submitted by the authorized representative of the tenderer, then the tender shall be signed and submitted by authorized representative under legal power of attorney from the tenderer.
9. The cost of tender is NIL. The tender documents are not transferable.
10. The undersigned shall be the accepting officer and herein after referred to as such for the purpose of this contract.
11. The tenderer shall submit the following with the bid :-
 - (a) Earnest money Deposit of amount of **Rs. 5,000/-** in the form of **Demand Draft in favour of District Election Officer, Cachar**
 - (b) Copy of PAN
 - (c) GST Registration No.

Continued P/2

- (d) Bank Account number with IFS Code.
(e) Copy of the registration of the firm/Press.
(f) Copy of trade license.
(g) The tenderer who fails to submit the documents mentioned above shall stand disqualified for the price bid.
12. The competent authority of the District Commissioner reserves the right to accept or reject part or whole of the tender without assigning any reason whatsoever.
“This office gives no assurance to the L-1 bidder to award the work at his quoted rate.
In case of any dispute, the decision of the District Commissioner, Cachar will be final and binding.
13. Payment will be made on receipt of fund from the Govt. in this account and no interest will be paid due to delay in payment.


(Aayush Garg, IAS)
District Commissioner &
District Election Officer,
Cachar, Silchar.

Memo No. CEL.22/2026/ 86 - 87-A,
Copy to :

Dated Silchar the 17th March, 2026

- 1) The Joint Chief Electoral Officer, Assam, Dispur, Guwahati.
- 2) The Deputy Director of Information and Public Relations, Barak Valley Zone, Silchar for wide publicity through electronic and print media in news item and also submit the copy of advertisement for office record.
- 3) Notice Board, District Commissioner Office, Cachar, Silchar / Election Office, Silchar.

A. The DIO. NIC. Silchar.


Election Officer,
Cachar.