

उत्तरी दिल्ली नगर निगम



ELECTION URGENT

NORTH DELHI MUNICIPAL CORPORATION

(ELECTION OFFICE)

E-Block, 25th Floor, Dr. S.P. Mukherjee Civic Centre,
Jawahar Lal Nehru Marg, New Delhi-02 Ph. 23227513
E-mail : electionoffice.mcd@gmail.com

No. 351 /ELECTION/NDMC/2019

3396

27.12.19

DATE : 27.12.2019

Please find enclosed herewith short notice NIT No. D/346/ELECTION/NDMC/2019 DATED 26.12.2019, NIT.NO.D/347/ELECTION/NDMC/2019, DATED 26.12.2019 AND NIT NO. D/_348/ELECTION/NDMC/2019 DATED 26.12.2019. FOR SETTING UP OF POLLING STATION FOR GENERAL ELECTIONS TO DELHI LEGISLATIVE ASSEMBLY - 2020 in North Delhi Municipal Corporation area along with tender document including terms & conditions, for hiring of furniture, erection of porta cabin and supply of drinking water 20 litre jars, dispenser (stand & faucet on hire basis) and paper glasses. on hire basis through two-bid system for upload the same at the appropriate place on website of North Delhi Municipal Corporation w.e.f. 30/12/2019 to 06/01/2020 up to 05:00 p.m

Encl:- As above

Director (Information & Technology)
North Delhi Municipal Corporation

[Handwritten Signature]
27/12

[Handwritten Signature]
ELECTION OFFICER (H.Q.)
North Delhi Municipal Corporation
Election Officer
North Delhi Municipal Corporation

[Handwritten Signature]



NORTH DELHI MUNICIPAL CORPORATION

Office of Election Officer

25th Floor, Dr. SPM Civic Centre, JLN Marg, New Delhi-110002

NIT No. D/346/Election/NDMC/2019-20

Dated: 26.12.2019

SHORT NOTICE INVITING TENDER

Date of sale of Tender Forms : 30.12.2019 to 06.01.2020 up to 5:00 PM
Pre Bid Meeting : 03.01.2020 at 3:00 PM
Last date of submission of Tender : 10.01.2020 up to 3:00 PM
Opening of Technical Bid : 10.01.2020 at 3:30 PM
Date of opening of Financial Act will be communicated to the eligible bidder.

Under the jurisdiction of North Delhi Municipal Corporation (North DMC), Zone wise sealed tenders are invited for supply of the furniture items etc on hire basis for making arrangements for General Elections to Delhi Legislative Assembly - 2020. The details of furniture to be supplied for each polling booth are given below:-

1. Table 6'x3' (Approx.)	-	One
2. Table 4'x3 (Approx.)	-	Five
3. Chairs	-	Eleven
4. Set of Shamiana with six Kanats (15'x30')	-	As per requirement, wherever necessary
5. Shamiana (15'x30') without Kanats	-	-do-
6. Kanats/Curtains (15'x7.5')	-	-do-
7. LED Display (Minimum 65 inch)	-	-do-
8. Supply of Mattresses/Quilts/Blankets/Pillows, etc. (One day prior to Poll day) (One Set means: Mattres +2 Quilt/Blanket + Pillow + Bed-sheet)	-	-Complete Sets as per requirements-
9. Mobile Locker	-	-As per requirement-

Zone wise tentative number of Polling Booths are given as under* :-

Sl. No.	Name of Zone	Polling Booths approx.
1.	City-SP Zone	: 1000 approx
2.	Civil Line Zone	: 1000 approx
3.	Keshav Puram Zone	: 1000 approx
4.	Karol Bagh Zone	: 1000 approx
5.	Narela Zone	: 1000 approx
6.	Rohini Zone	: 1000 approx
	TOTAL	: 6000 Approx.

*Final number of Polling Booths in a particular zone may increase or decrease

Earnest Money: Rs. 1,75,000/- for each zone in the shape of Bank draft (Demand Draft/ Pay order only) payable in favour of Commissioner, North DMC.

The requirement of election material for each zone will be indicated in the supply order which may increase or decrease. The items indicated in the Financial Bid may also change depending on the requirement of the State Election Commission. The same shall be amended /clarified on the Corporation website mcdonline.gov.in. Accordingly, all the prospective bidders are expected to visit the Corporation website mcdonline.gov.in for any update on the matter.

The sealed tenders will be received in the office of the Election Officer, North DMC, 25th Floor, E-1 Block, Dr. S.P. Mukherjee, Civic Centre, JLN Marg, New Delhi-02 by **3.00 PM** on **10.01.2020** and the Technical Bid will be opened on the same day at **3.30 P.M.** in presence of the representatives of the bidders and the members of committee constituted for this purpose. The date of opening of Financial Bid will be communicated to the eligible bidders after evaluation of Technical Bid.

Election Officer

Cont...

The supply of the Election material shall have to be made at the respective Furniture Centres of the Municipal Zones within the Corporation limit, by 2.00 PM before **three working days** and the Material for the use of P1 day i.e. Mattres +2 Quilt/Blanket + Pillow + Bed-sheet. shall have to be made at the respective Furniture Centres of the Municipal Zones within the Corporation limit, by 2.00 PM before **Four** working days of scheduled date of election by the Contractor to whom the work is awarded

The lists of Furniture Centres and Tented Sites of Polling Booths will be provided along with the Supply Order of each Municipal Zone. The exact date of supply of furniture etc. and erection of tents will be communicated in the supply order

The Tender Form and copy of terms and conditions can be purchased from the office of the Election Officer, North DMC, 25th Floor, E-1 Block, Dr. S.P. Mukherjee, Civic Centre, JLN Marg, New Delhi-110002, on payment of Rs.1000/- each in the shape of Demand Draft/Pay Order in favour of Commissioner, North DMC only w.e.f. the date of publication of NIT till **06.01.2020**, by **5.00 P.M.** (on all working days). The tender documents downloaded from the Corporation website www.mcdonline.gov.in may also be used. However, in this case, the bidder shall have to deposit tender fee of Rs. 1000/- in the shape of Demand Draft/Pay Order payable in favour of Commissioner, North DMC along with the Technical Bid. The pre-Bid meeting will be held in the Election Officer Chamber/North DMC on 25th Floor, Dr. SPM Civic Centre, JLN Marg, New Delhi-110002.


Election Officer
NORTH DELHI MUNICIPAL CORPORATION

Election Officer
North Delhi Municipal Corporation



NORTH DELHI MUNICIPAL CORPORATION
(ELECTION OFFICE)

E-Block, 25th Floor, Dr. S.P. Mukherjee Civic Centre,
Jawahar Lal Nehru Marg, New Delhi-02 Ph. 23227513

Financial Bid (Envelope – B)
GENERAL ELECTIONS TO DELHI LEGISLATIVE ASSEMBLY - 2020

N.I.T. No. 346/Election/NDMC/2019-20

Dated: 26.12.2019

Name of Firm/Supplier : _____

Full Address & Phone No. : _____

Name of work : _____

: **HIRING OF FURNITURE ETC.**

Name of Zone : _____

Rates quoted for three days only

S. No.	DESCRIPTION OF ARTICLE	Unit	Rates (In Rupees)	
			In Figures	In Words
1.	Table 6'x'3' (Approx)	each		
2.	Table 4'x'3' (Approx)	each		
3.	Chair	each		
4.	Set of Shamiana with six Kanats (15'x30')	each		
5.	Shamiana without Kanats (15'x30')	each		
6.	Kanats/Curtain (15'x7.5')	each		
7.	LED Display (Minimum 65 Inch)	each		
8.	Supply of mattresses/ quilts /blankets/pillow etc. for stay of polling parties on P-1 Day (One day prior to poll day.) seven set for each polling station i.e. 7X6000=42,000/- (one set means :- mattress + 2quilt/ blanket + pillow + bed sheet)	each set		
9.	Mobile Locker Facility (One Locker for each polling location) i.e. 1100 location	each		

[Signature]
Election Officer,
North Delhi Municipal Corporation

Signature of the tenderer

Name : _____

Designation : _____

Address : _____

Phone No. : _____ Mobile No. _____

(Seal)



NORTH DELHI MUNICIPAL CORPORATION
(ELECTION OFFICE)

E-Block, 25th Floor, Dr. S.P. Mukherjee Civic Centre,
Jawahar Lal Nehru Marg, New Delhi-02 Ph. 23227513

Tender Form Cost – Rs.1000/-

OPENING OF TECHNICAL BID: 10.01.2020 at 3.30 PM

TENDER FORM

Technical Bid (Envelope – A)

GENERAL ELECTIONS TO DELHI LEGISLATIVE ASSEMBLY - 2020

N.I.T. No. 346/Election/NDMC/2019-20

Dated: 26.12.2019

Name of Firm/Supplier : _____

Full Address & Phone No. : _____

Name of work : HIRING OF FURNITURE ETC.

Name of Zone : _____

Terms & Conditions attached

SIGNATURE OF ISSUING AUTHORITY

I/We, M/s _____ at Address _____
herby submit Technical Bid for supply of the furniture items on hire basis as per terms & conditions of NORTH DMC which are acceptable to us.

1	Financial capacity of the tenderer	<p>1. Certificate of Chartered Accountant regarding turnover Annexed Yes/No</p> <p>2. Balance Sheet for the last three financial years i.e. 2016-17, 2017-18, 2018-19 Annexed Yes/No</p> <p>3. Income Tax return for the last three financial years i.e. 2016-17, 2017-18, 2018-19 Annexed Yes/No</p> <p>4. Copy of work orders/completion certificate of the similar assignments/works done as per T&C. Annexed Yes/No.</p> <p>5. Undertaking regarding black listing / debarring Annexed Yes/No</p>
2.	Registered Address & Location of the Firm/Contact No.	<p>(a) Name of Firm _____</p> <p>(b) Address _____</p> <p>(c) Contact No. _____</p> <p>(d) Email-Id _____</p>
3.	GST	<p>(a) Registration No. _____</p> <p>(b) Registration Authority _____</p> <p>(c) Attested copy of the certificate Annexed Yes /No</p>
4.	Terms & conditions duly accepted	Annexed Yes/No

[Handwritten Signature]
Electoral Officer
North Delhi Municipal Corporation

5.	Name of the Zones for which the bids are being submitted	1. _____ Zone
6.	1. Tender Cost (Rs. 1000/-) 2. Earnest Money (1,75,000/- per Zone for which bids are being submitted)	(a) Draft No./G-8 No. _____ Dated _____ (b) Bank _____ (c) Amount Rs. _____ (a) Draft No. _____ Dated _____ (b) Bank _____ (c) Amount Rs. _____

02
 Election Officer
 Pith Devali Municipal Corporation

Signature of the tenderer _____
 Name : _____
 Designation : _____
 Address : _____
 Phone No. : _____ Mobile No. _____
 (Seal)



NORTH DELHI MUNICIPAL CORPORATION
Office of Election Officer

25th Floor, Dr. SPM Civic Centre, JLN Marg, New Delhi-110002

NIT No. D/347/Election/NDMC/2019-20

Dated : 26.12.2019

SHORT NOTICE INVITING TENDER

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Last date of submission of Tender : 10.01.2020 upto 3:00 PM
Opening of Technical Bid : 10.01.2020 at 3:30 PM

Date of opening of Financial Act will be communicated to the eligible bidder.

Under the jurisdiction of North Delhi Municipal Corporation (North DMC), Zone wise sealed tenders are invited for Installation of Porta Cabin on Hire Basis for making arrangements for General Elections to Delhi Legislative Assembly - 2020. The details of Porta Cabin to be installed for each polling booth are given below:-

1. Installation of Porta Cabin on Hire Basis

Each
(Porta Cabin should be of good quality having
20'x10' size structure – M.S. Tube 2"x2" square
0.5 mm thick alongwith 10' roof height, Roof
of profile sheet of 0.5 mm thickness, side wall –
Power coated sheet metro style, Flooring – Malting
Colour Green, Electricity – 4 Tube Light, 4 Fans,
2 Doors, 2 Windows, Paint Cream Colour)

*Final number of Polling Booths in a particular zone may increase or decrease

Earnest Money: Rs. 1,00,000/- for each zone in the shape of Bank draft (Demand Draft/ Pay order only) payable in favour of Commissioner, North DMC.

The requirement of Porta Cabin for each zone will be indicated in the supply order which may increase or decrease. The items indicated in the Financial Bid may also change depending on the requirement of the State Election Commission. The same shall be amended /clarified on the Corporation website mcdonline.gov.in. Accordingly, all the prospective bidders are expected to visit the Corporation website mcdonline.gov.in for any update on the matter.

The sealed tenders will be received in the office of the Election Officer, North DMC, 25th Floor, E-1 Block, Dr. S.P. Mukherjee, Civic Centre, JLN Marg, New Delhi-02 by **3.00 PM**. on **10.01.2020** and the Technical Bid will be opened on the same day at **3.30 P.M.** in presence of the representatives of the bidders and the members of committee constituted for this purpose. The date of opening of Financial Bid will be communicated to the eligible bidders after evaluation of Technical Bid.

The Porta Cabins are to be installed by 2.00 p.m. before 03 working days of scheduled date of Election and to be handed over to Election Officer. The list of Porta Cabin site will be provide along with the supply order of each Municipal Zones. The exact date of supply and installation of Porta Cabin will be communicated in the supply order.

The Tender Form and copy of terms and conditions can be purchased from the office of the Election Officer, North DMC, 25th Floor, E-1 Block, Dr. S.P. Mukherjee, Civic Centre, JLN Marg, New Delhi-110002, on payment of Rs.1000/- each in the shape of Demand Draft/Pay Order in favour of Commissioner, North DMC only w.e.f. the date of publication of NIT till **06.01.2020** by 5.00 P.M. (on all working days). The tender documents downloaded from the Corporation website www.mcdonline.gov.in may also be used. However, in this case, the bidder shall have to deposit tender fee of Rs. 1000/- in the shape of Demand Draft/Pay Order payable in favour of Commissioner, North DMC along with the Technical Bid. The pre-Bid meeting will be held in the Election Officer Chamber/North DMC on 25th Floor, Dr. SPM Civic Centre, J.L.N Marg, New Delhi-110002.



NORTH DELHI MUNICIPAL CORPORATION
(ELECTION OFFICE)

E-Block, 25th Floor, Dr. S.P. Mukherjee Civic Centre,
Jawahar Lal Nehru Marg, New Delhi-02 Ph. 23227513

Tender Form Cost – Rs.1000/-

OPENING OF TECHNICAL BID: **10.01.2020 at 3:30 PM**

TENDER FORM

Technical Bid (Envelope – A)

GENERAL ELECTIONS TO DELHI LEGISLATIVE ASSEMBLY – 2020

N.I.T. No. 347/Election/NDMC/2019-20

Dated: 26.12.2019

Name of Firm/Supplier : _____
Full Address & Phone No. : _____

Name of work : _____
Name of Zone : _____

: **INSTALLATION OF PORTA CABIN ON HIRE BASIS**

Terms & Conditions attached

SIGNATURE OF ISSUING AUTHORITY

I/We, M/s _____ at Address _____ herby
submit Technical Bid for **INSTALLATION OF PORTA CABIN ON HIRE BASIS** as per terms & conditions of
NORTH DMC which are acceptable to us.

1	Financial capacity of the tenderer	1. Certificate of Chartered Accountant regarding turnover Annexed Yes/No 2. Balance Sheet for the last three financial year's i.e. 2016-17, 2017-18, 2018-19 Annexed Yes/No 3. Income Tax return for the last three financial years i.e. 2016-17, 2017-18, 2018-19 Annexed Yes/No 4. Copy of work orders/completion certificate of the similar assignments/works done as per T&C. Annexed Yes/No.
2.	Registered Address & Location of the Firm/Contact No.	5. Undertaking regarding black listing / debarring Annexed Yes/No (a) Name of Firm _____ (b) Address _____ (c) Contact No. _____ (d) Email-Id _____
3.	GST	(a) Registration No. _____ (b) Registration Authority _____ (c) Attested copy of the certificate Annexed Yes /No

4.	Terms & conditions duly accepted	Annexed Yes/No
5.	Name of the Zones for which the bids are being submitted	1. _____ Zone
6.	1. Tender Cost (Rs. 1000/-) 2. Earnest Money (₹ 1,00,000/- per Zone for which bids are being submitted)	(a) Draft No./G-8 No. _____ Dated _____ (b) Bank _____ (c) Amount Rs. _____ (a) Draft No. _____ Dated _____ (b) Bank _____ (c) Amount Rs. _____

Signature of the tenderer

Name : _____
 Designation : _____
 Address : _____

 Phone No. : _____ Mobile No. _____

(Seal)

2
 Electrical Engineering Corporation
 Mohali



NORTH DELHI MUNICIPAL CORPORATION
(ELECTION OFFICE)

E-Block, 25th Floor, Dr. S.P. Mukherjee Civic Centre,
Jawahar Lal Nehru Marg, New Delhi-02 Ph: 23227513

Financial Bid (Envelope – B)

GENERAL ELECTIONS TO DELHI LEGISLATIVE ASSEMBLY – 2020

N.I.T. No. 347/Election/NDMC/2019-20

Dated: 26.12.2019

Name of Firm/Supplier
Full Address & Phone No.

: _____
: _____

Name of work

: **INSTALLATION OF PORTA CABIN ON HIRE BASIS**

Name of Zone

: _____

Rates quoted for three days only

S. No.	DESCRIPTION OF ARTICLE	Unit	Rates	
			In Figures	In Words
1	INSTALLATION OF PORTA CABIN ON HIRE BASIS (Porta Cabin should be of good quality having 20'x10' size structure – M.S. Tube 2"x2" square 0.5 mm thick alongwith 10' roof height, Roof of profile sheet of 0.5 mm thickness, side wall – Power coated sheet metro Style, Flooring – Matting Colour Green, Electricity – 4 Tube Light, 4 Fans, 2 Doors, 2 Windows, Paint Cream Colour)	each		

Signature of the tenderer

Name : _____
Designation : _____
Address : _____
Phone No. : _____ Mobile No. _____

(Seal)

2
Election Officer
NDMC

