



GOVERNMENT OF ASSAM  
OFFICE OF THE DISTRICT ELECTION OFFICER, JORHAT  
(ELECTION BRANCH)

No. JEL/Tender/2025-26/

Dated Jorhat the 8<sup>th</sup> January'2026

**Notice Inviting Tender**

Sealed quotations affixing court fee stamp of Rs.8.25 (Rupees Eight and Twenty-Five paisa) only are hereby invited from Registered/reputed intending local Firms for hiring of the **Miscellaneous items** in connection with conduct of upcoming Assembly Election, 2026, under following terms and conditions. The quotations will be received **upto 4:00 PM on 02/02/2026** and will be opened on the same date at 5:00 PM in presence of the quotationer or their authorized representatives in the **Chamber of Election Officer, Jorhat**.

Sl No	Item Description	Unit	Quantity	Hiring Rate (Inclusive of all taxes)
1	Office Chair(Wooden)	Per Unit/Day	1	
2	Plastic Chair	Per Unit/Day	1	
3	Office Table(Wooden)	Per Unit/Day	1	
4	Plastic Table	Per Unit/Day	1	
5	Sofa 3 Seater	Per Unit/Day	1	
6	Sofa Single Seater	Per Unit/Day	1	
7	Center Table	Per Unit/Day	1	
8	Desk	Per Unit/Day	1	
9	Bench	Per Unit/Day	1	
10	Screen (Cloth)	Per Unit/Day	1	
11	Decorative Flowers with Vase	Per Unit/Day	1	
12	Table Cloth	Per Unit/Day	1	
13	Sofa Cushion	Per Unit/Day	1	
14	Curtains(Windows/Doors)	Per Unit/Day	1	
15	Floor Mat	Per Unit/Day	1	
16	Floor Carpet	Per Unit/Day	1	
17	Floor Grass Mat	Per Unit/Day	1	
18	Podium	Per Unit/Day	1	
19	Single size Mattress with Bedsheet	Per Unit/Day	1	
20	Pillow with Cover	Per Unit/Day	1	
21	Mosquito Net	Per Unit/Day	1	

**TERMS AND CONDITIONS :**

- 1) The tenders will have to be accompanied by up to date GST and Income Tax from the competent Authority.
- 2) Earnest money Rs. 3,000/-are to be deposited in Bank Draft pledged in favour of District Election Officer, Jorhat. Earnest money, in case of unsuccessful tenderer will be refunded and in case of successful tenderer the same will be retained as Security Deposit which will be forfeited in case of failure to supply the materials on order as required.
- 3) The rate should be quoted inclusive of all taxes.
- 4) The quotationer must attach the photo copy of Firm's Govt. Registration Certificate, GST Registration Certificate, PAN Card, trade License from MB, IT returned of last 1 (one) year and Bank Account Number with the Quotation.
- 5) L1 rate for each item will be decided through the tender. All work orders will be issued in L1 rate only.
- 6) Documents to be furnished along with rate.
  - i) GST return for the last 2 (two) Financial Year including last quarter.

ii) Similar earlier experience, if any.

- 7) The approved firms must supply the equipments at the Election Branch immediately, as and when required, at their own cost.
- 8) Rates once accepted will not be changed and will remain for hiring valid for a period of one year.
- 9) **Total hiring rate of an item should not be higher than the actual MRP of the particular item.**
- 10) Payment will be made as and when fund is received from the Govt.
- 11) The experienced firms under Jorhat District should be preferred considering election urgency.
- 12) District Election Officer has the right to accept or reject any or all tenders without assigning any reason thereof and has the right to fix the price of any materials as per prevailing market rate.

*Jayan*  
District Commissioner &  
District Election Officer  
Jorhat

Dated Jorhat the 8<sup>th</sup> January'2026

Memo No. JEL/Tender/2025-26/

Copy to:-

- 1) The Chief Electoral Officer, Assam, Dispur for favour of kind information.
- 2) The Addl. District Commissioner (E), Jorhat for information and necessary action.
- 3) The Election Officer, Jorhat for information.
- 4) The DIPRO, Jorhat. He is requested to publish the same in daily newspapers.
- 5) Notice Board of DC office, Jorhat.

*Jayan*  
District Commissioner &  
District Election Officer  
Jorhat