



**GOVERNMENT OF ASSAM**  
**OFFICE OF THE DISTRICT COMMISSIONER ::::::::::: MORIGAON.**  
**(Election Branch)**

**E-mail : [deo-morigaon@nic.in](mailto:deo-morigaon@nic.in), Tel. No. :03678-240225 (O), 03678-240308 (Fax)**

No.MEL3/AE26/35

Date : 10/03/2026

NOTICE INVITING TENDER

Sealed quotations affixing non-refundable court fee stamp of Rs.8.25 (Rupees Eight and Twenty-Five paisa) only is hereby invited from Printing presses registered with Printing & Stationary Department, Govt. of Assam, for printing of Postal Ballots in connection with General Election to Assam Legislative Assembly, 2026 pertaining to 52-Jagiroad(SC), 53-Laharighat & 54-Morigaon LACs under Morigaon district. Required paper for printing of the Postal Ballots will be provided from the end of the undersigned.

Quotation will be received on or before 23/03/2026 up to 2.00 PM and will be opened on the same day in presence of the questioners or their authorized representatives, if they so desire.

Details specification / specimen copy of the Postal Ballot may be seen during the office hours up to the last date of receiving of the quotation.

Rate should be quoted as per the following format in compliance with the terms and conditions as stated below:-

SI. No.	Particulars	Rate offered for printing works per 50 Nos. of Postal Ballot per bundle. (Excluding GST)
1.	<b>Printing of Postal Ballot ( In pink paper as per prescribed specification)</b>	

TERMS AND CONDITIONS:

1. During the period /days of printing works, printing press will be exclusively doing Postal Ballot paper printing works till the completion of printing of all required Nos. of ballot paper.
2. Printing works will be done in presence of an authorised officer/Assistant Returning Officer to monitor and oversee the printing works. Security personnel will be detailed for security purpose during the process of printing.
3. Character Antecedents (C/A) of all the staff to be engaged for printing works will be verified.
4. Rate should be quoted both in figure and words exclusive of GST. S. Copy of valid Registration Certificate from the Printing and Stationery Department, Assam, being a registered Press should be submitted along with the quotation paper.
5. Copy of GST Registration Certificate, PAN Card and Trade Licence should be submitted along with the quotation paper.
6. All Ballot Paper will be machine numbered starting with SI. No. 100001 and particulars Of each candidate to he printed will be given in due course of time.
7. The Successful quotationer/bidder will have to sign an agreement on the matter of printing of Postal Ballot. Payment of Bills will be made subject to availability/allotment of fund for the same.

(Sd/-)  
District Commissioner  
&  
District Election Officer,  
Morigaon  
Date : 10/03/2026

Memo No.MEL.3/AE26/35-A

Copy to:-

1. The Election Officer, Morigaon for information.
2. The DIPRO, Morigaon with a request for wide publicity through printing and electronic media.
3. The DIO, NIC, Morigaon is requested to upload the same in District web site.
4. Notice Board.

(Sd/-)  
District Commissioner  
&  
District Election Officer,  
Morigaon