STATE ELECTION COMMISSION, HARYANA
NIRVACHAN SADAN, PLOT NO. 2, SECTOR 17,
PANCHKULA.

PRICE RUPEES: - 5000/-

TENDER FORM

(TERMS & CONDITIONS)

FOR

PRINTING OF BALLOT PAPERS FOR
PANCHAYAT GENERAL ELECTIONS

TO

(I) PANCHES
(II) PANCHAYAT SAMITIS
(III) ZILA PARISHAD.

(SELF APPRAISAL BY THE PRINTERS)

ANNEXURES
(I) (TECHNICAL DETAILS OF THE PRESS) PERFORMA NO. 1
(3 Pages)

(II) (CAPACITY OF THE PRESS) VOLUME & TYPE OF BALLOT PAPERS
THAT CAN BE PRINTED BY THE PRESSES PERFORMA NO. 1-A
(1 Page)

(III) (REVERSE COUNT DOWN FOR UNDER TAKING THE JOB OF PRINTING OF
BALLOT PAPERS OF EACH CATEGORY) PERFORMA NO. 1-B
(1 Page)

(IV) (COMMERCIAL BID) PERFORMA NO. -II
(1 Page)

(V) (DECLARATION) PERFORMA NO. –III
(1 Page)

(VI) DETAIL OF THE BALLOT PAPERS TO BE PRINTED FOR EACH WARD/
CONSTITUENCY. ANNEXURE
PART- A

e-Tender is invited for below mentioned work in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope).

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of Work</th>
<th>Total Project Cost</th>
<th>Bid Security to be deposited</th>
<th>Tender Document &amp; eService Fees</th>
<th>Start Date &amp; Time of Bid Preparation &amp; Submission</th>
<th>Expiry Date &amp; Time of Bid Preparation &amp; Submission</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Printing of Ballot Papers</td>
<td>Rs. 1.20 Crores</td>
<td>Rs. 5 Lakhs</td>
<td>Rs. 5000/- &amp; Rs. 1000/-</td>
<td>10.06.2015/4.00 P.M.</td>
<td>9.07.2015/11.00 A.M.</td>
</tr>
</tbody>
</table>

Under this process, the Pre-qualification/Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders/contractors online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to ‘Online Payment Guideline’ available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.

2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website https://haryanaeprocurement.gov.in to be eligible to participate in the e-Tender. He/She will be required to make online payment of Rs. 5 lakhs towards EMD fee in due course of time i.e. between 11th June 2015 upto 6th July 2015. The intended bidder fails to pay EMD fee under the
stipulated time frame shall not be allow to submit his/her bids for the respective event/Tenders.

3. The interested bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance i.e. on or before 6 July 2015; and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder/Agency thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/Tenders at https://haryanaeprocurement.gov.in.

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The interested bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance before the expiry date & time of the respective events. And make payment via RTGS/NEFT to the beneficiary account number specified under the online generated challan.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates.-

**Key Dates**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Department Stage</th>
<th>Bidder’s Stage</th>
<th>Start date and time</th>
<th>Expiry date and time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>-</td>
<td>Tender Document Download and Bid Preparation/submission</td>
<td>10.06.2015 (16.00 Hrs.)</td>
<td>09.07.2015 (11.00 Hrs)</td>
</tr>
<tr>
<td>3</td>
<td>Technical Opening</td>
<td></td>
<td>09.07.2015 (11:30 Hrs)</td>
<td>-</td>
</tr>
<tr>
<td>4</td>
<td>Shortlisting of Technical Bids &amp; Opening of Commercial/Price Bids</td>
<td>To be announced</td>
<td>To be announced</td>
<td></td>
</tr>
</tbody>
</table>

**Important Note:**

1) The Applicants/bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any Applicant/bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as ‘Applications/bids not submitted’.

2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.

3) Applicant/Bidder can rework on his/her bids even after completion of ‘Application/Bid Preparation & submission stage’ (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
Terms and Conditions:-

1. The payment for Tender Document Fee Rs. 5000/- (Rs. Five Thousand Only) (Non refundable) and e-Service fee of Rs. 1000/- (Rs. One Thousand Only) (Non-Refundable) can be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts.

2. The tender document is non transferable and amount once paid will not be refunded.

3. The payment for EMD Rs. 5,00,000/- (Rs. Five Lacs Only) can be made online directly through RTGS/NEFT and the bidder would remit the funds at least T+1 day (Transaction+ One working day) in advance to the last day and make the payment via RTGS/NEFT to the beneficiary account number as mentioned in the challan.

Secretary,
State Election Commission, Haryana,
Plot No.2, Sector-17, Panchkula.
Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. **Registration of bidders on e-Procurement Portal**

   All the bidders intending to participate in the tenders process online are required to get registered on the centralized e-Procurement Portal i.e. [https://haryanaeprocurement.gov.in](https://haryanaeprocurement.gov.in). Please visit the website for more details.

2. **Obtaining a Digital Certificate.**

   2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

   2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant’s PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – [https://haryanaeprocurement.gov.in](https://haryanaeprocurement.gov.in).

   2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

   **M/s Nextenders (India) Pvt. Ltd.**  
   O/o. DS&D Haryana, SCO – 09, IIInd Floor, Sector – 16, Panchkula – 134108  
   E-Mail: Chandigarh@nextenders.com

   **Help Desk.** 0172 – 2582008-09, 2618292 and 1800-180-2097 (Toll Free Number)
2.4  The bidder must ensure that he/she comply by the online available important guidelines at the portal https://haryanaeprocurement.gov.in for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

2.4(b)  Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.5  In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney/lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.6  In case of any change in the authorization, it shall be the responsibility of management/partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person/user on behalf of the firm/company. The procedure for application of a digital certificate however will remain the same for the new user.

2.7  The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
3 **Opening of an Electronic Payment Account.**

For purchasing the tender documents online, bidders are required to pay the tender documents fees online using the electronic payments gateway service. For online payments guidelines, please refer to the Home page of the e-tendering Portal [https://haryanaeprocurement.gov.in](https://haryanaeprocurement.gov.in).

4 **Pre-requisites for online bidding.**

In order to operate on the electronic tender management system, a user’s machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nex Tenders (India) Pvt. Ltd. or downloaded from the home page of the website - [http://haryanaeprocurement.gov.in](http://haryanaeprocurement.gov.in). The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

5 **Online Viewing of Detailed Notice Inviting Tenders.**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at [https://haryanaeprocurement.gov.in](https://haryanaeprocurement.gov.in).

6 **Download of Tender Documents.**

The tender documents can be downloaded free of cost from the eProcurement portal [https://haryanaeprocurement.gov.in](https://haryanaeprocurement.gov.in)

7 **Key Dates.**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

8 **Online Payment of Tender Document Fee, eService fee & EMD fees & Bid Preparation & Submission (Technical & Commercial).**

8.1 **Online Payment of Tender Document Fee + e-Service fee.** The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT & OTC.

The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.
8.2 PREPARATION & SUBMISSION OF online APPLICATIONS/BIDS.

(i) Detailed Tender documents may be downloaded from e-procurement website (https://haryanaeprocurement.gov.in) from 10.06.2015 (16.00 Hrs) to 09.07.2015 (11.00 Hrs.) and tender mandatorily be submitted online following the instruction appearing on the screen.

(ii) Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online Technical Envelope. The require documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.

A. Only Electronic Form (Refer Tender document).

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

NOTE--

(A) Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal https://haryanaeprocurement.gov.in.

(B) For help manual please refer to the ‘Home Page’ of the e-Procurement website at https://haryanaeprocurement.gov.in, and click on the available link ‘How to...?’ to download the file.

In the first instance, the online payment details of tender document fee + e-Service and EMD & Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present.

The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.
Guideline for Online Payments at e-Procurement Portal of Government of Haryana

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department’s page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee & EMD:
A. Debit Card
B. Net Banking
C. RTGS/NEFT

Operative Procedures for Bidder Payments

A) Debit Card

The procedure for paying through Debit Card will be as follows.
(i) Bidder selects Debit Card option in e-Procurement portal.
(ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
(iii) Bidder clicks on “Continue” button
(iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
(v) Bidder enters card credentials and confirms payment
(vi) The gateway verifies the credentials and confirms with “successful” or “failure” message, which is confirmed back to e-Procurement portal.
(vii) The page is automatically routed back to e-Procurement portal
(viii) The status of the payment is displayed as “successful” in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
(ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

B) Net Banking

The procedure for paying through Net Banking will be as follows.
(i) Bidder selects Net Banking option in e-Procurement portal.
(ii) The e-Procurement portal displays the amount to be paid by bidder.
(iii) Bidder clicks on “Continue” button
(iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
(v) Bidder chooses his / her Bank
(vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
(vii) Bidder enters his account credentials and confirms payment
(viii) The Bank verifies the credentials and confirms with “successful” or “failure” message to the Net Banking gateway which is confirmed back to e-Procurement portal.
(ix) The page is automatically routed back to e-Procurement portal
(x) The status of the payment is displayed as “successful” in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.
(xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT/OTC

The bidder shall have the option to make the EMD payment via RTGS/NEFT/OTC. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

I. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.
ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS–NEFT payment.
iii. Each challan shall therefore include the following details that will be pre–populated.
   - Beneficiary account no. (unique alphanumeric code for e-tendering)
   - Beneficiary IFSC Code.
   - Amount:
   - Beneficiary bank branch:
   - Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

List of Net banking banks

1. Allahabad Bank
2. Axis Bank
3. Bank of Bahrain and Kuwait
4. Bank of Baroda
5. Bank of India
6. Bank of Maharashtra
7. Canara Bank
8. City Union Bank
9. Central Bank of India
10. Catholic Syrian Bank
11. Corporation Bank
12. Deutsche Bank
13. Development Credit Bank
14. Dhanlaxmi Bank
15. Federal Bank
16. HDFC Bank
17. ICICI Bank
18. IDBI Bank
19. Indian Bank
20. Indian Overseas Bank
21. Indusind Bank
22. ING Vysya Bank
23. J and K Bank
24. Karnataka Bank
25. Kotak Mahindra Bank
26. Karur Vysys Bank
27. Punjab National Bank
28. Oriental Bank of Commerce
29. South Indian Bank
30. Standard Chartered Bank
31. State Bank Of Bikaner and Jaipur
32. State Bank of Hyderabad
For making payment through Demand Draft against the online Challan generated for OTC:
The intended bidders are require to draw demand draft in favour of below furnished details.

<table>
<thead>
<tr>
<th>Sr No.</th>
<th>Account title</th>
<th>Account no</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>GOH e-Proc EMD Escrow a/c STATE ELECTION COMMISSION, HARYANA</td>
<td>001305010095</td>
</tr>
</tbody>
</table>
**CHECK LIST**

1. Documentary proof that security printer is approved by RBI/IBA.
2. Documentary proof that sale office of the firm is situated in Haryana State (In case of Haryana billing) before/ at the time of submission of Bid for claiming benefit of VAT accruing to State as per policy form composite price bid.
3. Documentary proof that presses have printed at least three Crore ballot papers for Central/State Govt. in any one of the Panchayat election in the past.
4. An undertaking on Non-Judicial paper of Rs. 10/- as per condition No. 32 of tender document.
5. Documents required as per condition No. 38 of tender document.
6. Certificate required as per condition No. 39 of tender document.
7. Income Tax Clearance Certificate of last three years.
8. Turn over of last three years (Attach balance sheet)
9. Proof of 10 major jobs in similar work.
10. Declaration in proforma-III duly attested by 1st Class Magistrate.

Note: - The document at sr. No. 4, 5, 6 and 10 to be scanned and uploaded alongwith Technical Bid. The original documents to be submitted by 16.07.2015.
PART- B

CONDITIONS GOVERNING THE TENDER FOR PRINTING OF BALLOT PAPERS IN HINDI.

1. Tenders for printing of Ballot Papers (with paper of white print paper/cream wove of 60 GSM, having BIS specification No.1848-1991 amended upto date for which paper will be got tested from the Govt. approved laboratories after collecting the samples on the spot at the cost of the printers. If the paper is not found as per approved specifications, penalty as deemed fit will be imposed upon the Printers) in Hindi for Panchayat General Elections for Panches, Members Panchayat Samitis and Members Zila Parishads in three different colour inks for each category are invited from the security Presses approved by Reserve Bank of India (RBI) / Indian Bank of Association (IBA) having their own Web Offset printing machine preferably with previous experience of printing of ballot papers. Tenders received only up to 11.00 AM on 09.07.2015 are eligible for consideration as per tender notice and shall be further subject to the following terms and conditions. The election of Panches and Member Panchayat Samitis are conducted by the Ballot Papers and election of Member Zila Parishad is to be conducted by the EVMs throughout the state.

2. The Payment for EMD Rs.5,00,000/- (Rupees Five Lakhs only) can be made online directly through RTGS / NEFT and the bidder would remit the funds at least T + 1 working day (Transaction + One working day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan. Earnest Money in cash or by Cheque will not be accepted.

3. The bids shall be submitted Online in two separate envelopes:
   • Envelope 1: Technical Bid
     The bidder shall upload their technical details under Technical Bid.
   • Envelope 2: Commercial Bid
     The bidders shall quote the prices in price bid format under Commercial Bid.

   Technical bids will be opened first and if the press is found technically suitable for printing of Ballot papers, only then the commercial bid of that press will be considered. The technical details submitted by the Press are subject to verification which will be done before the allotment of the work. Technical bids will be opened on dated 09.07.2015 at 11.30 AM and the Commercial bids of valid firms will be opened afterward on date to be fixed.
4. **Size of Ballot Paper:** Ballot papers are to be printed with secret/security mark of the Printer on the following sizes of papers depending upon the number of candidates:

<table>
<thead>
<tr>
<th>Number of Names</th>
<th>Size (inches)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two</td>
<td>6-1/2&quot; x 3-1/4&quot;</td>
</tr>
<tr>
<td>Three</td>
<td>8&quot; x 3-1/4&quot;</td>
</tr>
<tr>
<td>Four</td>
<td>9-1/2&quot; x 3-1/4&quot;</td>
</tr>
<tr>
<td>Five</td>
<td>11&quot; x 3-1/4&quot;</td>
</tr>
<tr>
<td>Six</td>
<td>12-1/2&quot; x 3-1/4&quot;</td>
</tr>
<tr>
<td>Seven</td>
<td>14&quot; x 3-1/4&quot;</td>
</tr>
<tr>
<td>Eight</td>
<td>15-1/2&quot; x 3-1/4&quot;</td>
</tr>
<tr>
<td>Nine</td>
<td>17&quot; x 3-1/4&quot;</td>
</tr>
<tr>
<td>Ten</td>
<td>11&quot; x 6-1/2&quot;</td>
</tr>
<tr>
<td>Eleven</td>
<td>12-1/2&quot; x 6-1/2&quot;</td>
</tr>
<tr>
<td>Twelve</td>
<td>12-1/2&quot; x 6-1/2&quot;</td>
</tr>
<tr>
<td>Thirteen</td>
<td>14&quot; x 6-1/2&quot;</td>
</tr>
<tr>
<td>Fourteen</td>
<td>14&quot; x 6-1/2&quot;</td>
</tr>
<tr>
<td>Fifteen</td>
<td>15-1/2&quot; x 6-1/2&quot;</td>
</tr>
<tr>
<td>Sixteen</td>
<td>15-1/2&quot; x 6-1/2&quot;</td>
</tr>
</tbody>
</table>

(Scale 1” = 2.54 cm)

The printing area will be of 3-1/4” in case of single column and 6-1/2” in the case of double column.

Ballot papers are to be printed on paper of above sizes containing names of candidates and symbols allotted to them with ward number, name of Gram Panchayat, Block, Zila Parishad, District on the counterfoil depending upon the category of the ballot paper including the counterfoil of size 2-1/2”x 3-1/4” of each ballot paper. The approximate number of ballot papers to be printed for each ward/constituency of Gram Panchayat, Panchayat Samiti and Zila Parishad would be as per details given in annexure of the Tender Form. The particulars on the counterfoils shall be printed in Hindi only and the counterfoil shall contain the following:

(a) Space for stitching at the top centre of the counterfoil;
(b) A black border of 1 em at the top of the counterfoil;
(c) Serial number of the ballot paper on the left hand side;
(d) Place for signature or thumb impression of elector just above the words “signature/ thumb impression” on the right hand side;
(e) One block of lines of 1 em with a perforated rule/disjointed straight line below, separating the ballot paper form the counterfoil.
5. **Size of ballot papers for EVMs** - The ballot papers shall be prepared and printed in devnagri script and its form and design shall be as prescribed hereunder:-

i. The total length of the ballot paper will be 461.5 mm and its width shall be 140 mm.

ii. At the top of the ballot paper, there shall be a space provided for indicating the particulars of the election and the name of the ward, of the size 7.5 mm (length) x 140 mm (width).

iii. In the space so provided, on the top left hand corner, the serial number of the ballot paper shall be printed. On the top right hand corner, the sheet number shall be printed if the ballot paper is printed on more than one sheet, where the number of contesting candidates exceeds sixteen. The particulars of the election shall also be printed in the said space. These particulars will contain the serial number and name of Gram Panchayat/Panchayat Samiti/Zila Parishad and Ward and year and the nature of election and District code shall be printed in such language or languages as the SEC may specify. Code marks specified for each District are given in **Annexure-A**. The following illustrations will make the position clear:-

   **Name of Gram Panchayat / Panchayat Samiti/ Zila Parishad/Year/Nature of election/District Code**

   Provided that where the number of contesting candidates is less than sixteen, the above particulars may be printed either at the top or at the bottom most portion (space meant for the candidate at serial number sixteen), as may be considered convenient from the point of view of printing.

   Provided further that where the number of contesting candidates is sixteen or more, the above particulars may be printed in a vertical column, on the left hand side of the ballot paper, with a thick line dividing the said column and the panels containing the serial numbers and names of the contesting candidates.

iv. Below the space provided at the top for printing the particulars of the election, there shall be a thick black line of 1.00 mm.

v. Below this line, there shall be printed the serial number of each contesting candidate, his name and the symbol allotted to him, in a separate panel for each candidate.

vi. The size of the panel for each contesting candidate shall be 27.5 mm (length) x 140 mm (width).

vii. The panels of the candidates shall be separated from each other by a thick black line of 1.00 mm.

viii. The names of the contesting candidates shall be arranged on the ballot paper in the same order in which their names appear in the list of contesting candidates.

ix. The names of not more than sixteen candidates shall be arranged on one sheet of a ballot paper. If the number of contesting candidate is less than sixteen, the space below the panel for last contesting candidate shall be kept blank, except where the particulars of election, etc., are printed at the bottom under clause (iii) above.

x. If the number of contesting candidates exceeds sixteen, the ballot paper shall be printed on two sheets of the above mentioned size and dimensions if the number of candidates is between seventeen and thirty
two, on three sheets if the number of contesting candidates is between thirty three and forty eight, on four sheets if their number is between forty nine and sixty four.

xi. In such cases where the ballot paper is printed on more than one sheet, the names of contesting candidates from S.No.17 to 32 shall be printed on the second sheet, from S.No.33 to 48 on the third sheet and from 49 onwards on the fourth sheet. If the number of candidates is less than thirty two the space below the panel for the last contesting candidate in the second sheet shall be kept blank. Similarly, for the third and fourth sheets of the ballot papers.

xii. On each such sheet, in the space provided for indicating the particulars of the election, its number shall be indicated in bold words and letters, e.g., Sheet No.1., Sheet No.2., etc.

xiii. The names of the contesting candidates shall be printed in the same language or languages in which the list of contesting candidates has been prepared. The serial number of the candidate shall be indicated in the international form of Indian numerals.

xiv. Serial number and the name of the candidate shall be printed on the left hand side and his symbol on the right hand side in the panel meant for him.

xv. Unless otherwise directed by the SEC in any particular case, the ballot papers shall be printed for Sarpanch in Blue Ink, Member Panchayat Samiti in Yellow Ink and Member Zila Parishad in Red Ink on white paper or on respective coloured paper with Black Ink.

xvi The tender ballot paper for the polling stations where the EVM shall be used shall be printed in the same size and design as mentioned in Para 4.

6. Uniform rates for all three categories having maximum upto nine candidates, eighteen candidates and its multiples should be quoted separately per ballot paper including Paper, binding, normal packing, Sales Tax and any other incidental charges

7 For the purpose of Financial Evaluation of bids, 50% of the VAT revenue accruing to the State of Haryana would be discounted from the composite price bid of the bidder, while comparing the bids received and the L1, L2, L3 bidder status would be determined accordingly. In case a bidder does not expressly confirm to raise the billing from Haryana State in its bid offer, it would be considered as a non-Haryana billing offer. If a successful bidder is awarded the bid offer after discounting/rebating 50% of the VAT revenues accruing to the State of Haryana and the sale does not lead to the full accrual of the VAT revenues to the State of Haryana on the accepted price bid, a penalty equivalent to short accrual of the VAT revenues to the State of Haryana would be recovered from the supplier. The benefit of discounting of 50% VAT Revenue from the composite price bid would be allowed to only those bidder/s who have setup their sales office in the Haryana State before/at the time of submission of bids. Accordingly, the bidders are requested to submit the documentary proof in this regard alongwith their technical bid.
8. Bids determined to be substantially responsive will be checked by the Commission for any arithmetical error/s will be corrected by the Commission as follows:-

(a) Where there is a discrepancy between the rates in figures and in words, the rate in words will govern; and
(b) Where there is a discrepancy between the unit rate and the total cost resulting from multiplying the unit rate by the quantity, the lower one will govern.

(i) The amount stated in the Bid will be corrected by the Commission in accordance with the above procedure for removal of errors and shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, the Bid will be rejected and the Earnest Money shall be forfeited.

9. The Commission reserves the right to negotiate the rates among all the participants to bring it down at one uniform rate.

10. The price discovery for the purchase shall be generally determined based on the rates quoted by the L1 bidder and the negotiations, if any, held with the lowest bidder. However, the rate contract negotiations could be held up to L3 bidder, if the difference between the L1 quoted rates and those quoted by the L2 and L3 is within 5% of L1 quoted rates. In cases where the L1 bidder refuses to further reduce his offered price and the L2 or L3, bidder come forward to offer a price which is better than the price offered by L1 bidder, the bidder whose price is accepted becomes the L1 bidder. However, in such a situation, the original L1 bidder shall be given one more opportunity to match the discovered price. In case of acceptance, he would be treated as the L1 bidder.

11. On determination of the price discovery pursuant to the above process, a counter offer would be made to all such eligible bidders whose quoted price is within 10% of the L1 quoted price, for acceptance of the discovered/offered price. Such of the eligible bidders whose quoted price exceeds 10% of L1 quoted price shall not be eligible for consideration on the purchase.

12. In case, where there is only one bidder for a particular item and the price quoted by such L1 bidder is accepted by the Commission as being reasonable, the order for the entire quantity qua such item could be placed on such bidder.

13. In case where only two bidding firms are approved, the allocation of quantity of the order may go up to 70% in favour of the L1 bidder subject to the information available in the DNIT viz his offered capacity/capacity to produce/manufacture, order/commitments in hand and previous track record.

14. In case, more than two firms are approved, the L1 bidder, whose finally discovered price becomes the basis for making counter-offers to other qualifying
bidders, would continue to be accorded priority for allocation of share of quantities, which may go up to 50% of the total estimated quantity of the Rate Contract subject to his offered quantity, capacity to produce/manufacture, order/commitments in hand and previous track record.

15. In cases, where there are more than one bidders consenting to accept the L1 discovered price in response to the counter-offer, the quantities shall be allocated by the HPPC among L2 & above approved bidders, as the case may be, based on the principles of (i) L2/L3 position(viz L2 bidder shall be preferred over L2 bidders & so on (ii) offered quantity, (iii) capacity to supply, (iv) Sales turnover, (v) orders in hand, and (vi) previous track record in execution of orders(as per the information available in the DNIT).

16. It may not be necessary to make a counter-offer of the discovered price to all the bidders quoting within 10% of the L1 quoted rates. Instead, such counter offer may be restricted upto L3 if they have the capacity to meet the entire order. However, if the L2 or L3 bidders do not accept the counter offered rates, the counter offer in the case could also be extended to other bidders whose quoted rates are within 10% price range. This is likely to increase the competitiveness.

17. The Commission also reserves the right to distribute the work among the presses according to their optimum capacity, infrastructure and other ground situations, which will be determined by the Commission after inspection.

18. The title page will be used as cover page in the binding which will contain ward no. & name of Gram Panchayat, Panchayat Samiti, Zila Parishad, Block and District depending upon the category of ballot paper. Each booklet of ballot papers will contain 100 ballot papers and if there are less than 100, then the actual number of ballot papers.

19. The press to which the work is allotted will have to deposit security equal to 1/5th (20%) of the total cost of the job in the form of Bank Guarantee Certificate or Deposit at call receipt duly pledged in favour of the State Election Commission, Haryana, Panchkula. The acceptance/non-acceptance of the offer has to be communicated to the Commission within two days from the receipt of this offer failing which the earnest money received with the tender will be forfeited and the offer will be made to other press or presses without any notice. Tender once submitted will not be allowed to be withdrawn, altered or cancelled in part or in whole. In case of forfeiture of earnest money, the decision of the State Election Commission, Haryana, Panchkula shall be final.
20. Failure to comply with the above requirements would constitute sufficient ground for the annulment of the award and forfeiture of the bid Security Deposit. Besides, the Firm/Printer would be liable to be blacklisted. Un-executed work will be got executed from another firm on the risk and cost of tendered firm.

21. Ballot papers shall be printed within five days each for the first and second phase of election to Panchayats. The number of ballot papers which the press would be able to print and deliver within the prescribed time, should therefore be clearly stated in the tender.

22. The press must have printed a minimum of three crore ballot papers for Central/State Government in any one of the Panchayat Elections in the past. Relevant orders copies along with satisfactory performance letter of the Customer must be attached with the tender. The Press should be located in or around up to one hundred kilometres distance from the State’s border. The delivery of the printed ballot papers will be taken at the premises of the press by designated official of the State Election Commission, Haryana, Panchkula or its nominees deputed to supervise the printing work.

23. Proofs will be approved by the designated official staff deputed by the State Election Commission Haryana or its nominees on the spot and the press concerned will have to make arrangements for necessary furnished office accommodation for the staff without any charges.

24. The bidder must return original MSS after printing. The printer would not pass on/divulge or supply any hard or soft copies to anyone without written permission of the office of the State Election Commission, Haryana.

25. Any departure from these conditions will be liable to disqualify the tender.

26. State Election Commission, Haryana reserves the full right to accept or reject the lowest tender or all the tenders without assigning any reason. It is not necessary that work will be allotted to all the presses which participate in the tender.

27. That MSS will be given to the presses in instalments inconsistent with the progress of printing work of the press. If at any time, it is found by the representative of the State Election Commission, Haryana that a particular press is not in a position to complete the printing work within the stipulated time, such representative may, in writing, direct the press to return the MSS and the press concerned shall do so without any loss of time. In that case, no compensation would be allowed and no claim from the presses would be entertained and 100(Hundred) percent penalty will be imposed on the printer on the amount of remaining work.
28. In case a printer surrenders the work after accepting the same, a penalty at the rate of 100(Hundred) percent will be imposed on the amount of surrendered work. In case of short supply made by the printer then 100% penalty of the short supply will be imposed on the printer.

29. The presses entrusted with the printing work will have to carry out the work under the supervision of the staff of State Election Commission, Haryana or its nominee at the presses where they have declared their presses to be located. In no case MSS of the ballot paper will be allowed to be shifted to any other press and besides forfeiture of earnest money and other securities lying with the Commission, strict action will be taken against the defaulting press.

30. The Bidder would not use Document(s) and data for any other purpose and would not give the documents and data to any person/organization. The Document(s) and data would be sole property of the office of the State Election Commission, Haryana. During printing if it comes to the notice of the Commission regarding misuse of Document(s) and data, the office of the State Election Commission, Haryana, Panchkula has the right to cancel the contract and forfeit the security deposit and no payment would be made for the work. Further, the defaulter shall be liable to any criminal action as per law.

31. The 70% payment will be released to the printer on receipt of bills with acknowledged receipt of delivery (In original) within a month after submitting the bills to the Commission in triplicate and 30% payment shall be made after receipt of paper testing report from the laboratory concerned.

32. The entire work assigned to a press will have to be completed and supplied within the stipulated time frame and as a token of Guarantee the printers shall have to furnish an undertaking on Non-Judicial Stamp Paper of Rs. 10/- that they will complete the printing of Ballot papers within the allotted time otherwise they shall be responsible for the lapse/delay and shall own all civil and criminal liabilities in this regard as per the provisions of the Representative of People’s Act, CPC, CrPC and IPC (Performa No. III of undertaking on Non-Judicial Stamp paper is attached). Any departure from these conditions will make it liable to disqualify the tender and will liable to face any penalty or legal action as per the provisions of the Representation of People’s Act, CPC, CrPC and IPC.

33. In case of any dispute, State Election Commission, Haryana shall be the sole arbitrator under the provision of Arbitration Act. All disputes shall be settled at Panchkula.
34. All disputes would be settled at Panchkula. The Courts at Panchkula would only have the jurisdiction to entertain and adjudicate upon any dispute arising out of the terms and conditions of the tender.

35. The Supplier shall not be liable for forfeiture of its Performance Security, Liquidated Damages or Termination for Default, if and to the extent that, it is delay in performance or other failure to perform its obligations under the contract is positively the result of an event of Force Majeure.

   (i) for purpose of this Clause, Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s default or negligence and not foreseeable. Such events may include, but are not restricts to, acts of the Commission either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

   (ii) If a Force Majeure situation arises, the Supplier shall promptly notify the Commission in writing of such conditions and the cause thereof. Unless otherwise directed by the Commission in writing, the Supplier/firm shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

36. The State Election Commission, Haryana, Panchkula may at any time terminate the contract by giving written notice to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Commission.

37. For any point not covered under the provisions of the tender, the State Election Commission, Haryana shall be final competent authority, whose orders in this regard shall be final and binding upon the bidders.

38. That the firm shall attach a self attested certificate alongwith attested photocopies of Press Registration Certificate, Declaration U/S 4 of the Press & Registration of the Books as per Act-1867, certificate regarding Registration and License to work as Factory and self attested photo copy regarding ISO Certificate of the Firm (if firm ISO certified).

39. The firm shall certify that the firm has not been the debarred/blacklisted by any State Govt. /Central Govt. till date.
40. The tenderer should sign all the conditions on each and every page with stamp of the press in order to authenticate his acceptance of the terms and conditions of the tender.

41. Clearance of Income Tax Certificate for the last three years may also be attached with the tender form.

42. The tenderer shall give an undertaking as below:-

“Certified that I/We have read the conditions carefully and undertake to abide by them faithfully. It is further certified that I/We will be able to print requisite Ballot Papers within the stipulated time frame. In case of failure I/we shall not only be responsible for the lapse/delay but also attract all civil and criminal liabilities in this regard as per the provisions of Representation of People’s Act, CPC, CrPC & IPC.

Signature of Tenderer.

PANCHKULA        Sd/-
Dated: 09.06.2015                State Election Commissioner, 
                                  Haryana.
## Technical Details of the Press

**Name of the Press:**

________________________________________________________

**Location of the Press:**

________________________________________________________

**Location of Office of the Press:**

________________________________________________________

**Established Since:**

________________________________________________________

**Constitution of the Press:**

________________________________________________________

### 1. Details of Printing Machinery

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of Machine</th>
<th>Size</th>
<th>Speed of Machine per hour.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td></td>
<td></td>
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<tr>
<td>(ii)</td>
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<td>(vi)</td>
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</tbody>
</table>

### 2. Details of Computer & Typesetting equipments

(i) __________________________________________________________

(ii) __________________________________________________________

(iii) __________________________________________________________

### 3. Details of Processing Machinery & Plate making

(i) __________________________________________________________

(ii) __________________________________________________________

(iii) __________________________________________________________

(iv) __________________________________________________________

(v) __________________________________________________________
4. **Details of Binding Machinery**

(i) ______________________________________________ 

(ii) ____________________________________________ 

(iii) ____________________________________________ 

(iv) ______________________________________________ 

(v) ______________________________________________ 

5. **Manpower available with the Printer.**

(i) Number of Persons engaged in Office (Give details): ____________________

(ii) Number of Persons engaged in Processing Section (Give details): ______________

(iii) Number of Persons engaged in Printing Section (Give details): ______________

(iv) Number of Persons engaged in Binding Section (Give details): ______________

6. **Other Details of the Press**

(i) Turnover in the last three years (Attach Balance Sheets)

<table>
<thead>
<tr>
<th>Year</th>
<th>2012-2013</th>
<th>2013-14</th>
<th>2014-15</th>
</tr>
</thead>
</table>

(ii) 10 Major Jobs done during last three years with amount of work done (Attach Proof).

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of Customer</th>
<th>Done in Year</th>
<th>Amount of work done</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
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<td>9.</td>
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<tr>
<td>10.</td>
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</tbody>
</table>

(iii) Latest Income Tax Clearance Certificate
(iv) Experience in printing of Ballot Papers (if any): __________________________
(Please also mention whether the Ballot Papers of different States printed earlier were through offset Process or by Letter Presses).

(v) Present Major Customers of the Press

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of Customer</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
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<td>4.</td>
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<td>7.</td>
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<td>12.</td>
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<td>13.</td>
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<td>14.</td>
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<td>15.</td>
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</tbody>
</table>

Name of the Printer : ___________________________________________
Address                    : ___________________________________________

Stamp & Signature of the Printer.
# TECHNICAL BID

**PROFORMA NO. 1-A**

Proforma of Capacity of Printing of Ballot papers in respect of Panches, Member Panchayat Samitis and Member Zila Parishads.

<table>
<thead>
<tr>
<th>Name &amp; Address of Printing Press</th>
<th>Telephone Number &amp; Fax Number Mobile Number</th>
<th>Number of Computer Unit Man Power &amp; Machinery installed for every 500 type of Ballot papers Minimum 5 Computers with one laser printer.</th>
<th>Printing Machinery (No. of Machines) Man Power &amp; Machinery installed.</th>
<th>Numbering &amp; Binding arrangements Man Power &amp; Machinery installed.</th>
<th>Alternative Arrangements for Electricity.</th>
<th>Whether Security Arrangements within the Press Unit are feasible.</th>
<th>Normal Capacity Of Press In 2 shifts of 6 hours each in five days 8 A.M. to 2 P.M. &amp; 3 P.M. to 9 P.M.</th>
<th>Desp. Attachments arrangement of counting of ballot papers.</th>
<th>Record Of ballot papers printed should be mentioned in an authentic manner.</th>
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</thead>
<tbody>
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</tbody>
</table>
**TECHNICAL BID**

**PROFORMA 1-B**

Reverse Count-down for Undertaking the job of Printing of Ballot Papers.

<table>
<thead>
<tr>
<th>1st Day Number of Ballot Papers to be despatched/Delivered on</th>
<th>2nd Day Number of Ballot Papers to be despatched/Delivered on</th>
<th>3rd Day Number of Ballot Papers to be despatched/Delivered on</th>
<th>4th Day Number of Ballot Papers to be despatched/Delivered on</th>
<th>5th Day Number of Ballot Papers to be despatched/Delivered on</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>
# COMMERCIAL BID

**PROFORMA NO. -II**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Item</th>
<th>Rates (with paper)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Printing and Binding of Ballot Papers</td>
<td></td>
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<tr>
<td></td>
<td>Having maximum upto 9 candidates in one column.</td>
<td>In words</td>
</tr>
<tr>
<td></td>
<td></td>
<td>In figure</td>
</tr>
<tr>
<td>2.</td>
<td>Printing and Binding of Ballot papers having maximum upto 18 candidates in two columns.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>For every additional column of 3-1/4” width having maximum upto 9 candidates or its multiples.</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Printing and Binding of EVM Ballot papers upto 16 candidates in single columns.</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Printing and Binding of EVM Ballot papers upto 32 candidates in two columns</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>For every additional column of 140 mm width having maximum upto 16 candidates or its multiples.</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** Uniform rates for all categories i.e. Panches, Members Panchayat Samitis and Members Zila Parishads having maximum upto nine candidates, eighteen candidates and its multiples should be quoted separately per ballot paper including Paper, binding, normal packing, Sales Tax and any other incidental charges. They should also quote the validity of their rates.

Dated: ___________________

**Stamp & Signature of the Printer.**

Name of the Printer: __________________________________________

Address: _____________________________________________________

________________________________________.
DECLARATION

PROFORMA NO. –III

I/We M/s__________________________________________________________

who are the Sole Proprietor/Managing Director/Partner/Owner of the above Press, its premises and machinery installed therein have got all managing and supervisory, control within the press premises.

While undertaking the job of Printing______Types and _______No.

of printing of Ballot Papers within a time frame as prescribed by the State Election Commission have read all the provisions/terms and conditions of the tender as well as Tender Notice. hereby solemnly pledge to undertake the above said job under strict fool-proof security arrangements as per the provisions of law to the entire satisfaction of the State Election Commission, Haryana, Panchkula.

In no case any Master Copy/Dummy Ballot Paper or any Ballot Paper or its fragment shall be allowed to go out from the Press premises, in any case of any default the undersigned alongwith working and supervisory staff shall be liable to all relevant provisions of:-

(i) Cr.P.C.

(ii) C.P.C.

(iii) I.P.C.

(iv) Representation of People Act.

CERTIFIED THAT I/WE HAVE READ THE CONDITIONS CAREFULLY AND UNDERTAKE TO ABIDE BY THEM FAITHFULLY. IT IS FURTHER CERTIFIED THAT I/WE SHALL BE ABLE TO PRINT __________________ TYPE OF BALLOT PAPER NUMBERING ___________________ WITHIN THE STIPULATED TIME FRAME (AS PRESCRIBED BY THE STATE ELECTION COMMISSION HARYANA.

DATED: ______________   M/S _________________________

Attested (Magistrate Ist Class)
UNDERTAKING

(To be furnished on Non Judicial Rs. 10/- Stamp Paper).

I have studied the entire project for printing of ballot papers for the Haryana Panchayat General Elections and with full sense of responsibility.

It is certified that M/s ____________________________
Press _____________________________
address is competent to undertake the job for __________________No. of Ballot Papers of __________________types & it has already made full arrangement for printing the same without any delay or lapse. In case of any delay/lapse Shri ___________________________ 
Proprietor of the press shall be responsible for the lapse/delay & shall own all civil or criminal liabilities in this regard as per the provisions of Representation of People Act, C.P.C., Cr.P.C & I.P.C.

Dated: _____________  Signature of the Proprietor of the Press with Seal.
The job work of Printing of Ballot Papers for the General Elections to Panches, Panchayat Samitis and Zila Parishads is a DATE-BOUND, TIME BOUND, SENSITIVE and SECURITY JOB. Any person /printer undertaking the same shall be personally liable for all Legal penalties as per the provisions of Law, besides, the forfeiture of Security Deposit. So, it must be undertaken, with full sense of responsibility and Commitment that any lapse or chance is not permissible under Law.

PANCHKULA
DATED: 09.06.2015.

Sd/-
State Election Commissioner,
Haryana
THE APPROXIMATE NO. OF BALLOT PAPERS TO BE PRINTED FOR EACH WARD/CONSTITUENCY OF PANCHES, MEMBER PANCHAYAT SAMITIS AND MEMBER ZILA PARISHADS IN THE STATE ARE GIVEN AS UNDER:-

<table>
<thead>
<tr>
<th>Name of the office for the ballots to be printed.</th>
<th>Total no. of wards/constituencies in the entire state.</th>
<th>Approximate quantity of ballot paper to be printed for one ward/Constituency.</th>
<th>Approximately total no. of ballot papers to be printed.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Panches</td>
<td>62934</td>
<td>50 to 200</td>
<td>One Crore</td>
</tr>
<tr>
<td>Member Panchayat Samitis</td>
<td>3022</td>
<td>2000 to 4000</td>
<td>One Crore</td>
</tr>
<tr>
<td>Member Zila Parishads.</td>
<td>420</td>
<td>100 Ballots for EVM and 250 ballots for tender Votes/ per ward</td>
<td>1.5 Lacs</td>
</tr>
<tr>
<td>Total</td>
<td>66376</td>
<td></td>
<td>2 Crore 1.5 Lacs.</td>
</tr>
</tbody>
</table>