



GOVERNMENT OF ASSAM  
OFFICE OF THE DISTRICT COMMISSIONER:::SRIBHUMI  
(ELECTION BRANCH)

No.SEL.2/2026/4

Dated, Sribhumi, the 24<sup>th</sup> January 2026.

**SHORT TENDER NOTICE**

Sealed quotation affixing Court Fee stamp worth of Rs.8.25 (Rupees eight and Paise twenty five) only are hereby invited from the concerned registered and having experienced firm/dealer/supplier for **engagement of labourers by Contractors/suppliers** for fixing of labour rates as mentioned at **Annexure-A** for election related activities in connection with the preparedness of the forthcoming General Election to Assam Legislative Assembly 2026.

Sealed quotations should be submitted in the quotation box kept at the Election Branch, D.C.'s Office, Sribhumi and quotation received upto **3:00 PM on 08/02/2026** and will be opened on the same day at **3:30 PM** in the office chamber of Election Officer, Sribhumi.

Intending quotationers or their authorized representatives may present during the opening the Quotation Box. The undersigned reserves the right to accept or reject any quotation without assigning any reason thereof.

**TERMS & CONDITIONS :-**

1. Rates shall be quoted both in figures and in words. In case of discrepancy, the rate quoted in words shall prevail.
2. The quotationer shall clearly mention valid Registration Number, GSTIN, PAN and Bank Account details with IFSC Code in the body of the quotation.
3. Applicable statutory deductions, if any, shall be made at source as per Government rules.
4. The sealed cover containing the quotation shall be superscribed as: "Quotation for Fixation of Rates for Engagement of Labourers / Manpower Services for Election-Related Work."
5. Security Deposit:  
The following amounts shall be deposited along with the quotation in the form of NSC / TDR / Fixed Deposit Receipt, drawn in favour of the Election Officer, Karimganj (Sribhumi)  
i) Refundable Security Deposit: ₹10,000/- (Rupees Ten Thousand only)  
ii) Non-Refundable Earnest Money: ₹2,000/- (Rupees Two Thousand only)  
The refundable security deposit shall be liable to forfeiture, wholly or partly, in case of unsatisfactory performance, non-compliance with tender conditions or violation of election-related instructions.
6. The quoted rates shall remain valid for the entire election process or till completion of election-related work, whichever is earlier.
7. Labourers supplied shall be physically fit, disciplined and available as and when required, including on holidays and during odd hours. Replacement of any labourer found absent, unfit or indiscipline shall be arranged immediately by the contractor at no extra cost.
8. The supplier/contractor shall be solely responsible for payment of wages and compliance with all applicable labour laws, including minimum wages, EPF/ESI (where applicable), insurance and safety norms.  
No employer-employee relationship shall exist between the labourers and the District Election Office.
9. Engagement of labourers shall be purely on need basis, and no minimum guarantee of work is implied.
10. The District Election Officer reserves the right to increase or decrease the number of labourers at any time without any change in the approved rates.
11. Payment shall be made only for the actual number of man-days deployed, duly certified by the competent authority.
12. The quoted rates shall be inclusive of GST and all incidental charges, including transportation, supervision and administrative costs.
13. The engagement shall be purely temporary, and no claim for regularisation, continuation or permanent employment shall accrue to the labourers or the contractor.
14. The District Election Officer reserves the right to terminate the engagement at any stage in case of poor performance, non-compliance with instructions or exigencies of election work, without assigning any reason.
15. Any dispute arising out of this quotation shall be subject to the jurisdiction of the courts of Sribhumi District only.

  
District Election Officer  
Sribhumi

Memo No.SEL.2/2026/4-A

Dated Sribhumi, the 24<sup>th</sup> January 2026.

Copy forwarded to:-

1. The Chief Electoral Officer, Assam, Dispur, Guwahati-6 .
2. The Members of Tender Evaluation Committee, General Election to Assam Legislative Assembly 2026.
3. The D.I & P.R.O, Sribhumi for information with a request to wide publicity through FLS & Local News paper.
4. Concerned local firms.
5. Office Notice Board.

  
District Election Officer  
Sribhumi

**Annexure-A**

Sl No.	Particulars	Rate in Rs.		
		Upto 4 Hours	Upto 8 Hours	Upto 12 hours
1	Supply of Labourers/ manpower services for heavy loaded carrying works etc. during day time			
2	Supply of Labourers/ manpower services for light loaded carrying works etc. during night time			
3	Supply of Labourers/ manpower services for light loaded carrying works etc. during day time			
4	Supply of Labourers/ manpower services for light loaded carrying works etc. during night time			

Seal & Signature of the Firm