

OFFICE OF THE DISTRICT ELECTION OFFICER,
District_____ MADHYA PRADESH

Tender Document for Generation and Printing of Photo Electoral Roll,
Updation/Summary Revision of Electoral Rolls, Photography
and Preparation of Photo Identity Card for the Residual / New Electors
of Madhya Pradesh State

Tender Form No.....

Dated.

Price: Rs. 1,000/-

Issued by

Date 29th June, 2010

DISTRICT ELECTION OFFICER

District_____ MADHYA PRADESH

NOTICE INVITING TENDER

Sealed tenders are invited for Tender Document for Generation and Printing of Photo Electoral Roll, Updation/Summary Revision of Electoral Rolls, Photography and Preparation of Photo Identity Card for the Residual/New Electors as per scope of work and deliverables mentioned in the document.

Tender form can be obtained from the office of the undersigned on payment of Rs.1,000/- by cash or by Demand Draft of a nationalized bank in favor of Collector & District Election Officer of respective district payable at respective district.

Tender forms can also be downloaded from the websites **www.tenders.gov.in/** **www.ceomadhyapradesh.nic.in**. In case the tender form has been downloaded from the website, the tenderer will have to enclose a DD for Rs 1000/- of any Nationalized Bank in favor of Collector & District Election Officer of respective district payable at respective district. Along with the technical and commercial bid in addition to EMD. This amount of Rs 1000/- shall be non-refundable.

The Tender Document along with Earnest Money Deposit @ Rs. 10,000/- per assembly constituency of concern district in the form of demand draft of any Nationalized Bank in favor of The Collector & District Election Officer of respective district payable at respective district. shall be received as per schedule given below:

Description	Date	Time
Sale of tender documents	Upto 13 th July, 2010	Upto 5:00 PM
Pre Bid meeting	14 th July, 2010	At 3:00 PM
Submission of Tender	14 th July, 2010	Up to 3.00 PM
Opening of Technical Bid	14 th July, 2010	At 4.00 PM

The District Election Officer, _____ reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

Dated, 29th June 2010

District Election officer
District _____Madhya Pradesh

This tender document should be submitted only in this (purchased or downloaded) form. It should be filled up in all respects and should be signed (with seal) on each page by the Tenderer.

List of Envelops enclosed with tender document.

Name	Description
Envelop-A	Form for technical bid contains <ol style="list-style-type: none">1. EMD2. Audited Annual Accounts of the last 3 financial years3. Certificate of satisfactory completion of work.4. Affidavit
Envelop-B	Form for commercial bid
Envelop-C	Envelop "C" contains Envelop "A" and Envelop "B"

General Instructions and Terms & Conditions

The tender has been invited for **Tender Document for Generation and Printing of Photo Electoral Roll, Updation/Summary Revision of Electoral Rolls, Photography and Preparation of Photo Identity Card for the Residual/New Electors** in rural and urban areas of all the 50 districts of Madhya Pradesh, The specifications of the Photo Electoral roll and Identity Cards shall be per the guidelines of the Election Commission of India and as per specification given in the tender document.

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|----------|---|--|
| 1 | Last date for submission of Tender Form in the office of the District Election Officer, _____ (M P) | 14th July, 2010 upto 3.00 PM |
| 2 | Date and place of opening of technical bid of Tender | 14th July, 2010 at 4.00 PM at the office of the District Election Officer, _____ (M P) |

General Instructions:

- 1** Tender should be submitted only in this original form. It should be filled up in all respects and should be signed (with seal) on each page by the Tenderer.
- 2** Tender shall be submitted only in the name of firm to whom tender form has been issued.
- 4** The tender should be submitted in two envelopes, as per details given in the bid forms enclosed with this document.
Envelop-A: Technical Bid
Envelop-B: Commercial Bid
- 5** Conditional/incomplete tenders, tenders sent through telegram/fax, tenders without earnest money and those received after the above mentioned date and time shall not be entertained.
- 6** Each tender shall be accompanied with Earnest Money Deposit @ Rs. 10,000/- per assembly constituency in the form of demand draft of any Nationalised Bank in favour of The District Election Officer, _____, payable at _____.
- 7** The tender forms should be filled up in all respects and returned by the tenderer, duly signed on each page of the original tender form, including the annexures/forms containing the terms and conditions and should be properly sealed.

Envelop A:

This envelope shall contain the following documents in absence of which the offer shall not be considered.

- a) Demand Draft in respect of earnest money (as mentioned above) payable to District Election Officer, _____ . The above amount may be adjusted against the amount of security money in case the work is allotted to the tenderer. However, the same shall be refunded to the unsuccessful tenderers within 15 days of the finalization of tender.

- g) Details of the Tenderer, to be given in Technical Bid Form.
- i) Two samples of Photo Identity Cards.
- k) Original Tender document except Commercial Bid duly filled and signed on each page.

Envelop B:

In this envelope, the tenderer shall submit the Commercial Bid (in the form for commercial bid). Only the form purchased by the tenderer for himself and duly signed/attested showing all-inclusive rate should be submitted. Offer on any other form shall not be accepted.

Note: *Both the envelopes should be separately sealed and marked as **Technical Bid Envelope** and **Commercial Bid envelope**.*

Both these envelopes should be placed in the third envelope (Envelop C) and sealed. Details such as Tenderer's Name and Address, Tender No. etc. should be clearly mentioned on the Envelope.

- A** The sealed envelopes will be opened by a Committee appointed by the District Election Officer, _____ (M P) in presence of the Tenderer or his representative who wish to be present on the date, time and place specified. After opening envelope marked 'C'. The Committee will first open envelope marked 'A' containing the EMD, Technical Bid and other documents.
- B** If the EMD and information given in Technical Bid and other documents is satisfactory, the envelope marked 'B' containing Commercial Bid will be opened in the presence of the successful Tenderers. Date, Time and Place of opening price bids will be intimated to them in due course. No appeal against the decision of the Committee shall be entertained.
- C** The primary source/document for preparation is the Electoral Rolls/EPIC. DVD/CD's of the Electoral roll made available by CEO Office need to be obtained and checked by the contractor. The Contractor shall correct any discrepancies observed.

Scope of Work for Preparation of Electors Photo Identity Cards (EPIC) & Generation of Photo Electoral Roll in PDF format:

The job comprises of either obtaining a clear passport size photograph on a white background from or taking a digital photo of all residual (left out) and newly added electors during the summary revision and continuous updation process, carrying out updation in the Photo Electoral Roll based on continuous updation process and also based on settlement of claims and objections received after publication of integrated and consolidated draft Photo Electoral Roll. The work includes printing of Form EPIC 001 for residual Electors (elector wise) and binding the forms Partwise. The work also includes the preparation of supplements of continuous updation in PDF format.

Printing of Checklist of electors whose entries are updated during the summary revision or continuous updation and of residual/new electors covered during the campaign and then incorporating the data of new EPICs prepared during the campaign. Setting-up of required infrastructure for preparation of EPIC including door-to-door photography of electors, printing of cards, lamination and delivery on the spot and preparation of

DVD/CDs of data for CEO, MP along with generation of photo electoral roll in PDF format at the end of campaign.

The campaign period shall be as per time schedule given by DEO. The vendor has to cover each village/mohalla/ward at least once in this campaign. Second campaign may be taken up if the photo coverage in an AC is less than 90%. Again the bidder has to cover each village/mohalla/ward during this period.

One permanent Link cum On-line Photography and EPIC preparation centre (operational on 8 hourly basis everyday) shall be established by the contractor at District head quarter till the date decided by DEO. This centre shall be operational at least for one year. The payment for the same shall be made as per the no. of EPICs prepared and any additional cost to be incurred by the bidder for operation of this centre should be included in the rate for preparation of EPICs. No extra charge shall be payable for this centre.

The photograph of the elector will be captured through with the help of digital camera/Web camera (as per specification) and stored in suitable media with proper backup facility. The EPIC will be prepared immediately at the same location (i.e. at link centre) and same will be delivered on the spot.

The job is to be performed as per the guidelines of Election Commission of India (ECI), instruction/specifications given in this tender and subsequent instructions issued/to be issued by ECI/CEO/DEO/SLA (State Level Agency) from time to time.

The process of generating EPICs will involve the following operations:

- 1 Obtaining DVD/CDs of Photo Electoral Roll data from CEO Office.
- 2 Updation of electoral rolls and Printing of Checklist of electors whose entries are updated. Report generation of continuous updation list using relevant data and image details.
- 3 Printing of form EPIC 001 for residual electors (elector wise) on 75 GSM white paper.
- 4 Obtaining passport size correct photographs of electors already collected by BLOs (Booth Level Officers). Also collecting correct passport size photographs during the campaign if electors are ready to provide the same.
- 5 Photography of residual and new electors (i.e. of each elector whose card is to be prepared or who need to be photographed for capturing the image) at DPL centres in the presence of designated government official. Obtaining signature on Form EPIC-001 of the elector.
- 6 Grabbing of photographed images and Scanning of images of collected passport size photographs into computers.
- 7 Editing of data (including alternation if any in other entries), at the time of processing on the card format.
- 8 Printing of Checklist of electors whose entries are updated during the summary revision or continuous updation and of residual/new electors photographed during the campaign.
- 9 Incorporating corrections after verification of checklist by BLO/designated Government official.
- 10 Printing of error free EPIC cards.
- 11 Cutting of Printed cards to proper sizes.
- 12 Fixing of holograms and entering the hologram numbers in the database through the application.
- 13 Affixing appropriate facsimile signature of the ERO.
- 14 Lamination of cards.

- 15 Handing over of cards to designated Govt. official and obtaining acknowledgement.
- 16 Generation of Error free Electoral rolls in PDF format. Report generation by using relevant data.
- 17 Data Entry from manuscript of special summary revision and generate checklists. Report generation by using relevant data.
- 18 Merging of photographs taken or received during the period of claims and objections of special summary revision and generate checklist & prepare Error free EPICs.
- 19 Preparing back up of the images and the database with appropriate linkages in the software provided.
- 20 Preparing of PDF DVD/CD of Photo Electoral Roll with updated data of the complete electoral roll incorporating old as well as new EPIC.
- 21 Preparation of Data DVD/CDs of EPIC and Electoral Roll data.
- 22 MIS report generation by using relevant data.
- 23 Printing of Electoral roll from Electoral rolls in PDF format with one copy of the error free integrated electoral roll on single side of white A4 Sheet of minimum 75 gsm. The vendor will also generate 10 photocopies of the electoral roll on both sides of white A4 sheet of minimum 75 gsm.

The time schedule can be suitably modified, if deemed necessary, by DEO.

The data structure/report format/checklists may be suitably modified as per direction of ECI/CEO. No extra charges will be payable for such updation/ modification/ alterations.

The contractor should protect data from any virus infection and any type of corruption. He should maintain the backup of data of all stages and PDF files on multiple media and preserve unless final clearance certificate is obtained from CEO/DEO/SLA.

The total process from Photography till handing over the EPIC, Photo Electoral Roll in PDF format, DVD/CDs and associated work to the concerned DEO is to be done by the tenderer in coordination with the concerned district authorities, SLA and CEO.

Deliverables:

The deliverables by the tenderer are as follows:

- A Printing of Form EPIC 001 for residual electors (elector wise) including binding and obtaining signature of elector on it. (On 75 GSM white paper)
- B Printing of checklist of updated entries
- C Printing of checklist of Electors Photo Identity card.
- D Incorporating updation and corrections after summary revision / continuous updation of electoral roll during the EPIC program as given in scope of work.
- E Error free EPIC of the residual/new electors.

Generation of three sets of PDF DVD/CD (AC wise) of Photo Electoral Roll with updated data of the complete electoral roll incorporating old as well as new EPICs during the EPIC program as given in scope of work.

Printing of Photo Electoral Roll with one copy on single side of white A4 Sheet of minimum 75 gsm. The vendor will also generate 10 photocopies of the electoral roll on both sides of white A4 sheet of minimum 75 gsm.

- G Three sets of DVD (AC wise) containing the data to Chief Electoral Officer (CEO) properly packed and labelled in individual jewel case.(within 3 days

after the final publication). Submit one copy of the data and PDF in the External Hard Disk of 500 GB with USB cord to the SLA after the publication.

- H Submit the data and PDF DVD/CDs which are burnt in a single session and which are closed so that they cannot be written again. They should be in format which is readable by ordinary DVD/CD readers i.e. the format should be as per ISO 9000 specifications. The DVD/CDs shall be assigned the internal label with a composite identification number consisting of two alphabet character code 'MP' followed by three digit serial number for Assembly Constituency (AC), and followed again by a single character 'S' or 'D' or 'C' standing for CEO, DEO and SLA copies. The same number should also be written using a permanent marker on the title sticker on DVD/CD and also on the plastic front of the jewel case.
- I Standard software for generation of the EPICs, Checklist, Photo Electoral Roll shall be supplied by the CEO/SLA.
- J Unused and damaged holograms along with a complete account of the holograms issued.
- K Bundles of passport size photographs collected after serially arranging them Assembly Constituency wise and Part Wise.

Description of Work:

The Elector's Photo Identity Card (EPIC) shall be prepared using the standard software, which may be supplied/approved by the CEO/SLA. The entries in the EPIC shall be printed both in Hindi as well as English. Since the data i.e., names, addresses etc. shall be available in Hindi in the original database, the contractor will have to translate/enter the same in English.

The EPIC shall be prepared with the following specifications:

Photography:

The EPICs shall be prepared either by collecting a passport size photograph (with clearly recognizable features on white background) from the elector/BLO after due verification of the elector under the signature of BLO or by taking a digital photograph with a digital camera. The digital photograph image storage format shall be in Color JPEG (i.e. as per specifications of the Joint Photographic Experts Group) and images shall be stored in the computer Hard Disk with JPG Extension as per ECI guidelines.

- For Photography, Digital Cameras with minimum resolution of 640x480 pixels, either stand-alone or with computer interface shall only be used with provision for battery operation/power back up for long time use.
- The photography shall be done at DPL centres and door to door. The elector to be photographed shall be identified by the Govt representative on the basis of Photo Electoral Roll available with him. Vender has to take signature of elector on EPIC-001.
- The photographs shall be a frontal view and shall be taken in the manner so as to maximize the area covering the face of the elector and has to be clear and distinct so that the concerned elector can be easily identified. In any case the

area covered by the elector's face should be at least 75% of the area of the photograph, so that the features are clearly recognizable.

The resolution of input images shall not be less than 640X480 pixels & aspect ratio should be 4:3 in portrait mode.

The size of the photograph on EPICs should be of 32mm (Vertical) by 24mm (Horizontal). A variation in size of plus or minus 10% will be permissible. However, the relative proportion (Aspect ratio) of the photographs should not be changed under any circumstances.

Adequate care shall be taken in respect of illumination, background etc., to ensure good quality of coloured images in white background for acceptable legible printing on paper.

The disk space needed for the storage of one image shall not exceed 20 KB.

Data to be entered on the EPICs:

- 1 The EPIC shall be printed as per the Guidelines of Election Commission of India.
- 2 The card shall be on milky white paper of thickness not less than 80 GSM of size 7cms horizontal and 9cms vertical with permissible variation of plus or minus 10 percent and the card shall be produced by single side printing on paper and folding the same before lamination. It will be the responsibility of the vendor to approve the quality of the paper to be used for printing EPICs from the competent authority. The applicable fee for approving the quality of paper will be borne by the vendor.

Grabbing of Photographed Images, scanning of images from photographs collected from electors into Computer:

Images taken through digital camera or obtained through scanning of photographs collected from electors are grabbed into the computer from either portable medium or via Computer's communication port. This will be determined by the type of camera to be used and will have to be taken care of by either the application software of the camera or the instructions given by the camera supplier. It shall be the responsibility of the Contractor to transfer the image file at proper place with its proper file name. Once the image is available in the computer disk in the specified format, further processing of EPICs will be taken care of by the application software to be provided by/approved by the Office of the CEO/SLA. Merger of data and images will take place under program control, on input of relevant information. Instruction and operation of the said application software will have to be strictly adhered to.

Following will be the minimum requirements in terms of hardware:-

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| 1 | Computer: | CPU Pentium 3.0 GHz or above system with minimum 5000 GB HDD, 2 GB RAM and DVD/CD-writer |
| 2 | Digital/Web Camera | Minimum resolution of 640x480 pixels. |
| 3 | Operating System - | Windows-XP Professional or above |
| 4 | Laser Printer | Minimum 20 ppm speed with minimum 600 dpi resolution or above |
| 5 | Backup Device | High Capacity Hard-Disk, DVD/CD-Writers |

Other Equipments :-

6	Lamination Machine	Good Quality Lamination Machine Suitable for lamination using 125micron Polyester/Polymer Film and Roller Type Speed - At least 1.5 m/min.
7	Cutting Machine	Good Quality Cutting Machines are required
8	Scanner	Minimum 600 dpi resolution
9	Power Backup	Three /Four hours backup Device

PRINTING OF CARDS

1. The application software will allow viewing of EPICs - one at a time with the image and relevant data in place. The correctness of all the information and correspondence of data and images can be checked by viewing on the VDU. Maximum Six numbers of EPICs will be printed out on a single A4 size paper.
2. The cards so printed (maximum 6 EPICs on a single A4 size paper) have to be accurately cut on the borderline of each EPIC by using paper-cutting machine. The contractor should arrange his own paper-cutting machine.
3. A hologram, to be supplied by the office of the DEO shall have to be affixed on the front side of the EPIC in such a way that it covers a small portion of the photograph and does not cover the face of the elector.
Strict account of the Holograms received has to be maintained. The damaged and excess holograms have to be returned.
A penalty of Rs. 2/- per Hologram shall be deducted from the payment for all the holograms which are found missing (not returned).
A penalty of Rs. 0.15/- per Hologram shall be deducted from the payment for all the holograms which are returned in damaged condition.
4. Holograms being the only security features in the EPIC, it should be ensured that a proper account of holograms should be kept by the Vendor. In inspection, if any misappropriation or irregularity in maintaining the hologram account is found, then in addition to the penalty as in clause 3, legal action may be initiated against the vendor.
5. A facsimile signature of the ERO shall be affixed at the designated place on the EPIC before lamination. The EPICs without hologram or facsimile signature will be treated as rejected.
6. The cards will have to be laminated, sealed and made tamper proof. The edges shall be fused so that the card cannot be opened without destroying it.
7. Packaging - The cards prepared shall be arranged and packed AC wise and polling station-wise in ascending order of electors' serial numbers for ease of delivery.
8. Backup of Data - The Assembly Constituency-part-wise will have to be delivered along with log files with information on EPIC preparation and issue status, periodically during the execution and on completion of the work. DVD/CDs, will be used for delivery of backup. The backups will have to be delivered at the respective DEOs' office and the CEO office.

PLEASE NOTE THAT A STRICT ADHERENCE TO THE ELECTION COMMISSION OF INDIA GUIDELINES FOR DETAILED OPERATIONAL METHODOLOGIES ON TECHNICAL AND OTHER ISSUE WILL BE NECESSARY.

Infrastructure Requirement:

The following minimum infrastructure shall be mandatory to manage the activity of photography and preparation of EPIC by the tenderer:

- a. The Contractor will have to arrange the infrastructure and manpower in suitable quantity/quality so that minimum one set of equipments & team per Assembly Constituency or as directed by the DEO for residual and new electors.

- b Computer System as per specification given above.
- c Digital Camera for Off-Line preparation of EPIC. The camera used should have minimum resolution of 640x480 pixels.
- d Scanning arrangements for digitalization of images from passport photographs collected.
- e Lamination Machine with minimum speed 1.5 m/min.
- f Laser Printer, at least 20 ppm, 600 dpi
- g Any other equipment/accessories e.g. Power distribution (Extension) board etc. required for the job.
- h Manpower required for operating each set of equipment.
- i Backup Power arrangement for all the equipments to be used.

Photography Schedule:

The Photography program for the district for preparation of EPIC shall be decided by DEO/ERO. The Contractor will have to make available equipments and manpower at specified dates, location as decided by DEO.

EPIC Specifications:

The Electors photo identity card shall be prepared as per the following specifications:

- 1 Paper quality for EPIC shall not be less than 80 GSM white paper. The EPIC shall be produced by single side printing on paper and folding. Maximum Six cards will be printed on one A-4 size paper.
- 2 Lamination Pouch for EPIC of thickness 125 Microns (75 microns polyester & 50 micron polymer, transparent & colorless) and size: 100mm X 80mm.
- 3 The applicable fee for testing of Lamination Pouch for EPIC preparation will be borne by the vendor.
- 4 Image specification
Format: JPEG
Resolution 320x240 Pixels in aspect ratio of 4:3
Image size: 32mm vertical x 24 mm Horizontal

Eligibility Criteria:

The eligibility criteria for bidders is as follows:

1. A tender can be submitted by any bidder who has previous satisfactory experience of Elector's Photo Identity Cards (EPIC) and preparation of the Computerised Photo Electoral Rolls for minimum one district in any state of India as per the guidelines of Election Commission of India. Tenderer should enclose attested photocopies of certificate of satisfactory completion of work from the Chief Electoral Officer (CEO)/District Election Officer (DEO)/State Level Agency (SLA), at the time of submission of tender for the purpose of proof.
2. The bidder must have had an average annual turnover of rupees 20 lakhs during the last three financial years. The audited balance sheets of the last three years should be submitted.
3. The bidder should not be blacklisted by any government authority. A certificate in this regard should be submitted along with the tender.

Terms and Conditions:

The tenderer whose tender has been accepted, shall hereinafter be called the **Contractor** and which term shall include his heirs, executors, administrators and assignees.

- 1 The DEO, MP will give the Contractor a letter of acceptance. Thereafter the contractor shall execute an agreement in the prescribed form with the DEO within three days of issue of the letter of acceptance. In case the contractor fails to execute the agreement or deposit the security amount within the stipulated time, the Earnest Money deposited by him shall be forfeited, and the DEO will be free to award the contract to any other agency at the contractor's risk and cost.
- 2 The revision of rates etc. shall not be allowed after the tenders are finalized and approved/accepted rates shall be valid for a period of 12 months from the date of communication conveying the acceptance of tender bid to the contractor.
- 3 The tendered rates shall be inclusive of all taxes and levies etc. and shall also be inclusive of the taxes and levies in force, in respect of works contracts applicable at the time being on such contracts in the State of Madhya Pradesh and no price escalation will be allowed on any account.
- 4 No extra charge will be paid for generation of database of EPICs, DVD/CDs
- 5 No consumable will be provided by the District Election Officer, _____ (M P).
- 6 The Contractor shall bear the expenses regarding the collection of data DVDs etc. from CEO/District and supply of all deliveries to DEO, CEO, SLA/Authority / Committee.
- 7 The Contractor shall execute the whole work in strict accordance with specifications. The Contractor shall also conform exactly, fully and faithfully to the designs, specifications and instructions issued/to be issued by CEO/DEO/SLA.

- 8 If the contractor does not have an operating office in Madhya Pradesh, he shall open the office in Madhya Pradesh after the work has been awarded and intimate to DEO. The contractor will also be required to open an office at each district headquarter for he is awarded the contract for preparation of EPICs. The EPICs shall be prepared at each district headquarter for off-line preparation of EPICs.
- 9 The time allowed for carrying out the work shall be as per time schedule mentioned in the document, and strictly observed by the Contractor and shall be reckoned from the date on which the order to commence the work is given to the Contractor. The work shall be completed within the stipulated period of the contract and be proceeded with all due diligence. In case of circumstances beyond the control of the contractor the decision of the District Election Officer, _____ (M P) shall be final.
- 10 The database files and DVD/CDs created for preparation of EPICs as per tender document will be the sole property of the District Election Officer, _____ (M P). The Contractor should not retain them on their computers. The Contractor would not use this database in any form for any other purpose except those indicated in this tender document.
- 11 If any contractor does not accept any of these conditions, his tender shall not be considered.
- 12 The program of photography and preparation/issue of EPICs will be decided by the DEO in advance for each District/Assembly Constituency. The Contractor shall arrange teams Digital Photography equipments for preparation of Cards. For each team, the Contractor shall designate a supervisor who will interact with the officials deputed by the ERO/DEO to ensure that the work proceeds smoothly. However, there would be no condition as to the guarantee of the minimum number of electors on a DPL on each day of the campaign program, by the DEO, to the contractor.
- 13 No advance money shall be given to the contractors for undertaking the work. Negotiations, if required, will also be held as per rules.

On Government Of MP's Part:

- 14 The DEO reserves the right to accept or reject any or all the tenders or accept any tender in part, without assigning any reason thereof. The DEO also reserves the right to award the work to more than one tenderer at the approved lowest rates.
- 15 Hologram shall be provided to the contractors by the DEO/ERO free of cost.
- 16 The CEO/DEO shall be providing standard software for entire work for preparation and production of the EPICs as developed by the State Level Agency (MPSEDC). However, the standard software shall remain the property of the CEO's office. The field staff of the contractor will be required to attend training on use of the EPIC software organized by the State Level Agency.
- 17 The small and big lamination pouches for lamination of individual EPICs will be provided by the Contractor at his own cost. Contractor will seek approval for the quality of the lamination pouches.

- 18 If the contractor fails or neglects to deposit the amount of security deposit within the prescribed time the tender already accepted shall be treated as cancelled and the Earnest Money Deposit paid by the contractor shall be forfeited by the government without any notice.
- 19 All powers exercisable and the functions to be discharged, on the terms and conditions of this document, in relation to the government, shall be exercised and discharged by the DEO, or by any other officer as specifically authorized by him on his behalf.
- 20 Unless otherwise specified in the contract and subject to the powers delegated to him by the government under the code and rules for the time being in force, the decision of the DEO shall be final, conclusive and binding on all parties to the contract on all questions relating to the meaning of the specifications, and instructions mentioned herein and as to the quality or workmanship of the work.

On Contractors Part:

- 21 In the case of contractor being a partnership, firm, any change in the constitution of the firm shall be forthwith notified by the contractor to the District Election Officer (DEO) for his information.
- 22 It is binding on the contractor to execute the job entrusted to him by the DEO within the specified time limit, at the rate quoted and accepted by the DEO.
- 23 The contractor shall execute an Agreement with the DEO containing the detailed terms and conditions of the contract, within 3 days of acceptance of the tender. In case the contractor fails to deposit the security amount or execute an agreement within the stipulated time, the Earnest Money deposited by him shall be forfeited, and the DEO, shall proceed to award the contract to any other agency.
- 24 Successful Tenderer (Contractor) will have to pay security deposit of an amount equivalent to 10% of the estimated cost of the work awarded, within three days of acceptance of tender in the form of fixed deposit receipt (from any nationalised bank) pledged in favour of DEO. The security deposit will not be accepted in any other form. The stamp duty on this security deposit, if any will be payable by the contractor.
- 25 The contractor shall maintain the security deposit amount throughout the contract period. All compensations or other sum of money payable by the contractor to Government under the terms of contract may be deducted from or realized by sale of sufficient part of his security deposit. In the event of the security deposit being reduced by reason of any such deduction or realization by sale of security as aforesaid, the contractor shall, within ten days thereafter, make good in cash or Government securities endorsed as aforesaid any sum of money which may have been deducted from or realized by the sale of this security or any part thereof.
- 26 The security deposit so collected shall be refunded to the contractor on the expiry of three months after the final payment, provided the work done by the contractor is found to be satisfactory and in order. During this period, the contractor will have to complete any rectification of the defective EPICs, or data etc. as required by the CEO/ERO/DEO, failing which the security deposit, shall be adjusted towards excess cost incurred by the DEO on such

rectification work.

- 27 It will be the responsibility of the contractor to transport the equipment and personnel required for the execution of the work on the date/dates fixed by the ERO/DEO for photography or On-line preparation of EPIC. At the DPLs, photographs will be taken as per program decided by the DEO concerned or his authorised representative.
- 28 The contractor will have to work in coordination with the District Election Authorities. The work of preparation of photo identity card of electors shall have to be started by the contractor as per the schedule decided by DEO and all work relating to preparation and distribution must be finished as per the schedule.
- 29 All works under or in course of execution or executed in pursuance of the contract shall at all times be open for inspection and supervision of the DEO and his subordinates and State Level Agency.
- 30 Contractor shall keep his own record of elector's arrival number etc. As soon as elector brings form-ID-ECI-EPIC-001 for photography, duly verified by the ERO/DEO, the contractor shall note down the information relating to electors number in Electoral Roll, his/her name, date of photography etc. as per instructions of DEO and submit this information to the concerned officer. Any minor correction needed on the basis of the above mentioned form (EPIC-001) has to be done by the contractor.
- 31 The contractors shall take the photographs of the electors and print the EPIC and thereafter affix the hologram (to be supplied by the DEO) on the EPIC in such a manner that the hologram covers a portion of the photograph of the elector but without obliterating or otherwise making undistinguishable, the features of the electors.
- 32 After the photography of the elector, the EPIC shall be stamped with the facsimile signatures of the ERO. The card shall be laminated. The lamination material shall be of minimum thickness of 125 microns. The card will then be handed over to DEO/ERO against proper acknowledgement.
- 33 In case the contractor makes a mistake in the preparation of card, he shall prepare a fresh identity card of the concerned elector and no payment shall be made for the incorrect card.
- 34 The contractor shall provide required personnel for the work and shall make payment of their wages and salaries and shall also be responsible for any claim regarding compensation or damages arising out of any accident during the course of their employment. The contractor shall indemnify the DEO in respect of claims for damages or expenses payable in consequence of any accident or injury sustained by any person whether in the employment of the contractor or not while in or upon the site of the work.
- 35 The contractor shall provide a sample of the EPIC for inspection and approval by the DEO/State Level Agency before starting the actual process or preparation and issue of the EPIC.
- 36 The contractor will perform the work with diligence. The contractor shall submit progress reports in prescribed format to the ERO/DEO & CEO at regular intervals as desired by CEO/DEO/SLA.

- 37 The contractor shall not assign or sublet any part of work allotted to him without the written approval of the DEO. If the contractor assigns or sublets his contract or attempts to do so or becomes insolvent or commences any proceeding to get himself adjudicated as insolvent or makes any composition with the creditors, or attempts to do so or offers bribe, gratuity, gift loan perquisite reward or advantage, pecuniary or otherwise, either directly or indirectly, the DEO may there upon by notice in writing rescind the contract, and the security deposit of the contractor shall thereupon stand forfeited and be absolutely at the disposal of Government.
- 38 If the contractor desires an extension on the time of completion of the work on the ground of his having been unavoidably hindered in its execution or on any other ground, he shall apply in writing to the DEO before the expiry of the period stipulated in this document or before expiry of ten days from the date of which he was hindered as aforesaid or on which the cause for asking for extension occurred, whichever is earlier. The DEO if in his opinion finds that there are reasonable grounds for granting an extension, shall grant such extension as he thinks necessary or proper. The decision of the DEO in this matter shall be final.
- 39 The contractor shall execute the whole and every part of the work in the most substantial and workman like manner in strict accordance with specifications. The contractor shall also conform exactly, fully faithfully to the designs, specimen and instructions in writing relating to the work assigned by the DEO, issued from time to time during the execution of the work.
- 40 The contractor shall be responsible for the safe custody of the Electoral Rolls, holograms, other documents and articles or data entrusted to him or his representative by the CEO/ERO/DEO or their representatives, and shall not cause any unauthorized use thereof, failing which not only the cost of such material used unauthorized shall be recovered but criminal action shall also be initiated against the contractor concerned for criminal breach of trust, cheating and theft.

On Government Of MP's Part/Contractor's Part:

- 41 While press publicity and publicity through various other media's like Radio, TV, Cinema slides, banners etc. shall be arranged by the DEOs/CEO, the contractor shall arrange for local publicity through loudspeakers, pamphlets and banners indicating when and where the photography is actually going to take place, at his own cost.
- 42 The ECI/CEO shall have power to make any alteration in or additions to the original specifications, specimen designs and instructions that may appear to him to be necessary. The contractor shall be bound to carry out the work in accordance with any such instructions in this connection, which may be given to him in writing, signed by the DEO and such alteration shall not invalidate the contract. Any additional work which the contractor may be directed to do in the manner above specified, as part of the work shall be carried out by the contractor on the same conditions in all respects on which he agreed to do the main work, and at the same rates as are agreed for the main work.

Payment Terms:

- 43 Payment due to the contractor shall be calculated as follows: -

(i)	Photography done and error free EPIC delivered	100% Rate per EPIC agreed in the work order
(ii)	Photographs not required but a fresh EPIC issued replacing defective EPIC	75% of above (i)
(iii)	Photograph collected from the Elector and error free EPIC delivered	75% of the above(i)
(iv)	Photograph collected but EPIC not prepared for residual electors.	No Payment, but a penalty of Rs. 0.25 for every such elector.

- 44 Running payment to the tune of 60% of the value of work done shall be made to the contractor on production of certificate by the DEO or his authorized representative clearly indicating that the work has been completed to his satisfaction and as per specifications.
- 45 The Final Bill (remaining 40%) shall be submitted by the contractor to DEO along with a copy of the certificate thereof from the SLA. The DEO shall make payment for actual quantity of error free EPIC delivered, actual quantity of error free checklist delivered after data entry and actual quantity of Photo Electoral Roll pages printed.

In case the quantity of the deliverables paid for in the running payment of 60% is higher or lower the amount shall be adjusted in the final bill.

- 46 DEO reserves the right to allow the contractor, on submitting a bill to receive payment, proportionate to the part of work approved and passed by the DEO, whose certificate of such approval and passing of the sum so payable shall be final and conclusive against the contractor. Any intermediate payment, if allowed, shall be regarded on account payment against the final payments and not as payments for work actually done and completed and shall not preclude the DEO from requiring any bad, unsound, imperfect or unskilful work to be removed or taken away and reconstructed or recreated nor shall any such payment be considered as an admission of the due performance of the contract or any part thereof in any respect or the occurring of any claim nor shall it conclude/determine or effect in any other way the power of the DEO as to the final settlement and adjustment of the account or otherwise or in any way vary or effect the contract. The final bill shall be submitted by the contractor within one month of the completion of the work otherwise the certificate of DEO in respect of the measurements and of the total amount payable for the work shall be final and binding on all parties.
- 47 The contractor shall submit his bill(s) in triplicate in the printed forms. The charges to be made in the bill(s) shall always be entered at the rates specified in the tender and approved by the DEO, or in the case of any extra work ordered, at the rates specified in the order granting extra work. Income Tax as applicable shall be deducted at source on all payments made to the contractor and a certificate to this effect shall be given.

- 48 Payment to Contractors shall be made by A/C payee (crossed) demand draft only.

Arbitration:

- 49 That if any question, difference or objection, whatsoever, arises in any way connected with or arising out of this instrument or the manning or operation of any part thereof or rights, duties or liabilities of either party then save in so far as the decisions of any such matter is herein before provided for and has been so decided, every such matter shall be referred for arbitration and the Principal Secretary, Government of Madhya Pradesh, Law Department shall be the sole arbitrator and his decision shall be final and binding.

Damages And Compensation:

- 50 The DPLs where the electors would be called for photography are located mostly in public buildings especially schools/community centres etc. The contractor will responsible for damage to premises or injury to any employee or elector caused due to negligence on the part of the contractor in any legal manner he may deem fit.
- 51 If the contractor fails to complete the whole of the work within the stipulated time, DEO may get the same completed at the cost and expense of the contractor and deduct the same from the security money deposited by the contractor. in case the amount to be recovered from the contractor falls short of the amount of the security money, the contractor shall on demand from DEO pay the same failing which DEO may recover the same from the contractor in any legal manner he may deem fit.
- 52 No compensation shall be allowed for any delay caused in starting of the work on account of any natural calamities.
- 53 In case, the contractor fails to complete the work or any part thereof within the contracted period, or in case work is not found to be in accordance with the prescribed specification, the DEO shall be entitled in his opinion to take any one more of the following steps:
- 54 To recover, from contractor as liquidated damages a sum equivalent to 1/2 percent of the price of the unfinished work per week subject to a maximum limit of 10 % in value of the stipulated price of the work.
- 55 To get the work completed else where on the account of contractor without cancelling the contract in respect of the incomplete portion of work. In the event of action being taken under this clause the contractor shall be liable to make good any losses, which the Government of Madhya Pradesh may sustain by reason of higher price whatsoever.
- 56 In the event of the contractor failing to comply with the conditions, he shall be liable to pay as compensation, a daily fine as deemed appropriate by the DEO (whose decision in writing will be final). The amount of compensation will not, however, exceed Rs 2000 per day if the due quantity of work remains incomplete or delayed.
- 57 If the progress of any particular portion of the work is unsatisfactory, the DEO shall, notwithstanding that the general progress of the work is in accordance with the condition mentioned in this document, be entitled to take action as above after giving the contractor 10 days notice in writing. The tenderer will have no claim for compensation, for any loss sustained by him, owing to such

an action.

- 58 If any of the powers conferred upon the DEO by this document have become exercisable and the same have not been exercised, the non-exercise thereof shall not constitute a waiving off of any of the conditions hereof and that such powers shall notwithstanding be exercisable in the event of any future cases of default by the contractor for which under any condition hereof he is declared liable to pay compensation amounting to the whole of his security deposit and the liability of the contractor for the past and future defaults shall remain unaffected. In the event of the DEO taking action under the provisions of this document, he may, if he so desires, take possession of all or any tools and plant, materials and stores in or upon the work site thereof or belonging to the contractor or procured by him and intended to be used for the execution of the work or any part thereof, paying or allowing for the same on account at the contract rates, or in the case contract rates not being applicable, at current market rates to be certified by the DEO whose certificate thereof shall be final. In the alternative, the DEO may, after giving notice in writing to the contractor or his clerks at the work, foreman or other authorised agent, require him to remove such tools and plant materials or stores from the premises within a time to be specified in such requisition, the DEO may remove them at the contractors expense or sell them by auction or private sale on account of the contractor at his risk in all respects and the certificate of the DEO as to the expense of any such removal and the amount of the proceeds and expense of any such sale shall be final and conclusive against the contractor.
- 59 If any time, after execution of the contract has commenced, the DEO shall for any reason whatsoever (other than default on the part of the contractor for which the DEO is entitled to rescind the contract) desires that the whole or any part of the work part of work should be suspended for any period or that the work should not be carried out at all, he shall give to the contractor notice in writing to that effect and upon the receipt of such notice the contractor shall forthwith suspend or stop the work wholly or in part as required thereon. The contractor shall have no claim to any payment or compensation aforesaid on account of any suspension, stoppage or curtailment in work.
- 60 Provided if the total suspension of work ordered as aforesaid continues for a continuous period exceeding 90 days, the contractor shall be at liberty to withdraw from the contractual obligation under the contract so far as it pertains to the unexecuted part of the work by giving 10 days prior notice in writing to the DEO within 30 days of the expiry of the said period of 90 days, of such intention and requiring the DEO to record the final measurement of the work already done to pay final bill.
- 61 The contractor shall not be entitled to claim any compensation form Government for the loss suffered by him on account of delay by Government for whatsoever reasons including inter-alia:

Force Majeure.

Act of God.

Act of enemies of the State or any other reasonable cause beyond the control of the DEO.

Envelop-A**FORM FOR THE TECHNICAL BID**

(Only the original form as issued by the District Election Officer's office shall be accepted)

1	Name of the Tenderer:	
2	Constitution of the Tenderer (Whether Company/Partnership Firm etc. Attach copy of Registration, Partnership Deed/Articles Of Association/ Bye Laws of the Company/Firm)	
3	Address (In capital letters only)	
4	Contacts:	
	Telephones Office:	
	Residence:	
	Fax:	
	E-mail:	
	Mobile No:	
5	Name of Chief Executive Officer and Telephone No.	
6	Year of Establishment	
7	Name(s), contact number and Address(s) of proprietor or partners or Directors	
8	Other branches/agencies of the tenderer in the state of Madhya Pradesh. (Enclose list if any)	
9	Amount of Earnest Money Deposit	
	Demand Draft details	
	Amount (In figures)	
	Amount (In words)	
	Payable at (Indicate Name of Bank & Branch)	
	Serial Number	
	Dated	
10	Sales Tax/Commercial Tax/ CST no.	

11	Income Tax PAN/GIR No.	
12	Name of districts for which the tenderer would prefer to work.	
	TECHNICAL INFORMATION:	
13	Available Facilities:	
	No. of Employees	
	Technical : Non-Technical: (Details be given in form-I)	
	Number of card production centres and places thereof	
	Available Infrastructure	
14	Total number of computers with minimum 500 GB HDD or above.	
15	Operating System	
16	Number of Digital/ CCD Cameras available	
17	Number of Laminating Machines Available	
18	Number of Laser Printers (20 ppm,600 dpi or above) available	
19	Number of additional sets of equipments, if any, proposed to be procured (give details)	
20	Time required to place the equipments on the job	
21	Backup facilities	
22	Software support	
23	No. of generators with capacity	
24	Turn over of the Last 3 years	
25	Name and Address of the Banker	
26	List of major orders executed (details be given in form II)	
27	Past experience (This is to be	

	supplied along with Documentary evidence).	
28	Work in hand with documentary evidence.	

Attach extra sheet wherever necessary.

I/We accept the terms and conditions mentioned in the tender document.

Signature of the Tenderer
with stamp and date

Envelop-B

FORM FOR THE COMMERCIAL BID

(Only the original form as issued by the District Election Officer's office shall be accepted)

No.....

To,

The District Election Officer,
----- District
Madhya Pradesh,

Sir,

I/We hereby submit my/our offer for the execution for the Governor of Madhya Pradesh (hereinafter referred to as the Government of Madhya Pradesh) of the work as specified in the tender document and in accordance, in all respects, with the specifications, designs and instructions of the Election Commission of India and District Election Officer, _____ (M P) and as per terms and conditions attached hereto.

Sl. No	Description	Unit	Rate	Quantity As per annexure-4	Amount
1.	Preparation of EPICs	Per laminated EPIC			
2.	Data entry of electors for summary revision including addition, deletion and modification and printing of error free check lists	Per page			
3.	Printing of Photo-electoral roll for final publication with one laser print (single side printing) and 10 photocopies (double sided)	Per set of one page of laser print and 10 photo copies			
	TOTAL				

Note:

- 1 The lowest bidder shall be decided on the basis of total amount of all the three items.
- 2 Whole work of a District (Photography, EPIC Preparation and Photo Electoral Roll) will be allotted to a single vendor.
- 3 The quantity for preparation of EPICs has been calculated on the basis of the estimated no of cards to be prepared in each constituency as per the record available with DEO office. However no claim shall be entertained if the actual number of cards prepared varies during the actual execution of work.
- 4 Quantity of pages for check list is based on estimates as per previous experience. The actual quantity may vary and payment shall be made as per actual number of pages.
- 5 Quantity of pages for printing of electoral roll for final publication is based on estimates as per previous experience. The actual quantity may vary and payment shall be made as per actual number of pages.
- 6 The rates quoted for printing of electoral roll for final publication against serial no. 3 above shall also be applicable for printing of Supplementaries if required.
- 7 The rate quoted for Data Entry and printing of check list against Serial No. 2 above shall also be applicable for Data entry and printing of check-list of Supplementaries if required.

Signature of Tenderer:
Tenderer:

(Seal):

Address of the

Dated the _____ Day of 2010

Witness:

Signature of witness:

Address:



Annexure - 1

फोटो निर्वाचक नामावली- 2010
राज्य - मध्य प्रदेश

विधान सभा निर्वाचन क्षेत्र की संख्या, नाम व आरक्षण स्थिति : 190 - भोपाल उत्तर (सामान्य)		भाग संख्या : 4			
संसदीय निर्वाचन क्षेत्र की संख्या, नाम व आरक्षण स्थिति, जिसमें विधान सभा निर्वाचन क्षेत्र स्थित है : 19 - भोपाल (सामान्य)					
1. पुनरीक्षण का विवरण :					
पुनरीक्षण का वर्ष : 2010	निर्वाचक नामावली की संख्या :	मूल नामावली 2010 के पूर्ववर्ती समस्त अनुपूर्वकों को एफोफुत कर			
अंतिम तिथि : 01/01/2010					
पुनरीक्षण का प्रकार : जटिल पुनरीक्षण					
प्रकाशन की तिथि : 20/07/2010					
2. भाग व मतदान क्षेत्र का विवरण :					
भाग में आनेवाले अनुभागों की संख्या व नाम :					
1 - 12 कटन, कोहेरिया 2 - लोक नंदु बलाने, कोहेरिया 3 - दूध नगर नई बलाने, कोहेरिया 4 - इबतत मन्जिल शेर, कोहेरिया 5 - कोही नू-उल-सल गेट, कोहेरिया 6 - मुसल मन्जिल के पास, कोहेरिया 7 - आबतत इकबाल, कोहेरिया 8 - बलाने गुरुनाने के पास, कोहेरिया 9 - पीसानी गेट, कोहेरिया 10 - आबतत मन्जिल, कोहेरिया 11 - के के बलाने पास गेट, कोहेरिया 12 - आबतत मन्जिल, कोहेरिया 13 - आबतत गेट, कोहेरिया 14 - गलत गेट, कोहेरिया 15 - पीसानी बलाने गेट न 1, कोहेरिया 16 - एलमिन गेट, कोहेरिया 17 - नू नगर गेट, कोहेरिया 18 - केसब गेट गेट पीसानी, केसब गेट					
		शाहर का नाम : कोहेरिया बन्दोबस्त संख्या : 0 वार्ड क्रमांक : 5 थाना : तहसील : इन्दूर जिला : भोपाल पिन कोड : -			
3. मतदान केन्द्र का विवरण :					
मतदान केन्द्र की संख्या व नाम : 4 - कोहेरिया	मतदान केन्द्र की विशेष श्रेणियाँ :	सामान्य			
मतदान केन्द्र का भवन व पता : सेरिया महावि. अहमदशाह गैलेन मध्य भाग, कोहेरिया	इस मतदान क्षेत्र के सहायक (ऑफिशियल) मतदान केन्द्रों की संख्या :	निर्णय			
4. मतदाताओं की संख्या :					
आरम्भिक क्रम संख्या	अन्तिम क्रम संख्या	मतदाताओं की संख्या			
		पुरुष	महिला	अन्य	कुल
1	1613	823	790	0	1613
फोटो जटिल निर्वाचक		751	721	0	1472

निर्वाचकों का विवरण :							
विधान सभा क्षेत्र क्रमांक, नाम व आरक्षण स्थिति : 150 - भोजाल उत्तर (सामान्य)						भाग संख्या 4	
क) निर्वाचकों की संख्या :							
	नामावली का प्रकार	नामावली की पहचान	निर्वाचकों की संख्या				
			पुरुष	महिला	अन्य	कुल	
I	मूल	मूल नामावली 2010 के पूर्ववर्ती प्रमाण अनुपूर्वकों को एकीकृत कर	823	790	0	1613	
II	परिचर्चन सूची	पूराक -0	0	0	0	0	
		कुल	0	0	0	0	
III	निरयतन सूची	पूराक -0	0	0	0	0	
		कुल	0	0	0	0	
प्रतिष्ठान पुनरीक्षण, 2010 के बाद नामावली से निकल निर्वाचक (I+II-III)			823	780	0	1613	
जोटी प्रतिष्ठान निर्वाचक			751	721	0	1472	
ख) संशोधनों की संख्या :							
नामावली का प्रकार	नामावली की पहचान	संशोधनों की संख्या					
पूराक -0	प्रतिष्ठान पुनरीक्षण - 2010	0					
	कुल	0					
स्थान : भोजाल उत्तर दिनांक : 20/07/2010							
निर्वाचक रजिस्ट्रीकरण अधिकारी विधान सभा क्षेत्र :150 - भोजाल उत्तर (सामान्य)							

Annexure -2

 भारत निर्वाचन आयोग पहचान पत्र ELECTION COMMISSION OF INDIA IDENTITY CARD ZPF0038182		ZPF0038182
		पता : 1,12 काटर,कोहेफिजा कोहेफिजा तहसील. हुजूर जिला. भोपाल (म.प्र.)--
		Address: 1,12 QUARTER,KOHEFIZA KOHEPHIJA TEHSIL. HUJUR DISTT. BHOPAL (M.P.)--
		Date : 28/06/2010 150 - भोपाल उत्तर निर्वाचन क्षेत्र के निर्वाचक रजिस्ट्रीकरण अधिकारी के हस्ताक्षर की अनुकृति Facsimile Signature of the Electoral Registration Officer for 150 - BHOPAL UTTAR Constituency
निर्वाचक का नाम : मांगी लाल ELECTOR'S NAME : MANGI LAL पिता का नाम : रघुवीर FATHER'S NAME : RAGHUVVEER लिंग / SEX : पुरुष / MALE जन्म की तारीख/DATE OF BIRTH : 02/10/1948		
		<p>पता बदलने पर, नए पते पर अपना नाम निर्वाचक नामावली में दर्ज करवाने तथा उस पते पर इसी नम्बर का कार्ड पाने के लिए संबंधित कार्म में यह कार्ड नम्बर अवश्य लिखें ।</p> <p>In case of change in address, mention this Card No. in the relevant Form for including your name in the roll at the changed address and to obtain the card with same number.</p>
		150/4/2/10

ELECTORAL ROLL, 2010

No., Name and Reservation Status of Assembly Constituency :	Last Part
No., Name and Reservation Status of Parliamentary Constituency(ies) in which the Assembly Constituency is located :	Service Electors

1. DETAILS OF REVISIONS						
Year of Revision : 2010			Type of Revision : Summary			
Qualifying Date : 1.1.2010			Date of Final Publication :			
2. SUMMARY OF SERVICE ELECTORS						
A) NUMBER OF ELECTORS						
1. Classified by Type of Service					No. of electors	
	Type of Service			Member	Spouse	Total
A)	Defence Services					
B)	Armed Police Force					
C)	Foreign Service					
	Total in Part (A+B+C)					
2. Classified by Type of Roll						
		Roll Type	Roll Identification	No. of electors		
				Members	Spouse	Total
I	Original	Mother Roll	Integrated & Consolidated Photo Electoral Roll 2010			
II	Addition List	Supplement 1	Summary Revision 2010			
		Sub-Total				
III	Deletions List	Supplement 1	Summary Revision 2010			
		Sub-Total				
Net electors in the Roll after Summary Revision, 2010 (I+II-III)						
B) NUMBER OF CORRECTIOS						
Roll Type		Roll Identification		No. of corrections		
Supplement 1		Summary Revision 2010				
Sub-Total						

SUPPLEMENT DETAILS		Supplement No. 1			
No. of Electors					
Revision-ID :	Summary Revision		Members	Spouse	Total
Mother Roll :	2010	A. Defence Services			
Supplement Process & Year	Summary Revision 2010	B. Armed Police Force			
Supplement Type	List of Additions	C. Foreign Services			

Note : The above header is for Supplement 1, which corresponds to the Summary Revision, 2010. Similar headers, with necessary modifications, should also be provided for further Supplements.

Electoral Roll, 2010 of Assembly Constituency (No. & Name) -

Last Part

Service Electors

SUPPLEMENT DETAILS

Supplement No. : 1

Revision-ID : Supplement Revision. 2010

Mother Roll : 2010

Supplement Process & Year : Summary Revision, 2010

Supplement Type : List of Additions, Deletions & Corrections

Component I : ADDITIONS LIST**A. Defence Services**

Sl. No	Name of Elector	Elector Type	Rank	Spouse's Sl. No.	Regimental Address for dispatch of Ballot Paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)

B. Armed Police Force

Sl. No	Name of Elector	Elector Type	Buckle No.	Spouse's Sl. No.	Address for dispatch of Ballot Paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)

C. Foreign Services

Number of Additions		Members	Spouse	Total
	A. Defence Services			
	B. Armed Police Force			
	C. Foreign Services			
	Total (A+B+C)			

Sl. No	Name of Elector	Elector Type	Spouse's Sl. No.	Address for dispatch of Ballot Paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)

Component II : DELETIONS LIST**A. Defence Services**

Sl. No	Name of Elector	Elector Type	Rank	Spouse's Sl. No.	Regimental Address for dispatch of Ballot Paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)

B. Armed Police Force

Sl. No	Name of Elector	Elector Type	Buckle No.	Spouse's Sl. No.	Address for dispatch of Ballot Paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)

C. Foreign Services

Sl. No	Name of Elector	Elector Type	Spouse's Sl. No.	Address for dispatch Ballot Paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)

Number of Deletions		Members	Spouse	Total
	A. Defence Services			
	B. Armed Police Force			
	C. Foreign Services			
	Total (A+B+C)			

Component III : CORRECTION LIST (as corrected during this revision)

A. Defence Services

Sl. No	Name of Elector	Elector Type	Rank	Spouse's Sl. No.	Regimental Address for dispatch of Ballot Paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)

B. Armed Police Force

Sl. No	Name of Elector	Elector Type	Buckle No.	Spouse's Sl. No.	Address for dispatch of Ballot Paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)

C. Foreign Services

Sl. No	Name of Elector	Elector Type	Spouse's Sl. No.	Address for dispatch Ballot Paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)

Number of	Members	Spouse	Total
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Corrections	A. Defence Services			
	B. Armed Police Force			
	C. Foreign Services			
	Total (A+B+C)			

Annexure - 4

Name of District	Total Assembly segments	Total Polling Stations	Total Electors	Estimated Quantity		
				Preparation of EPIC for residual Electors	Data Entry	Printing of PER
				Sl.No (1) of Commerical Bid	Sl.No (2) of Commerical Bid	Sl.No (3) of Commerical Bid
[1]	[2]	[3]	[4]	[5]	[6]	[7]
Sheopur	2	405	327797	27000	17000	12100
Morena	6	1124	1010380	167000	51000	37100
Bhind	5	1129	949233	127000	48000	35000
Gwalior	6	1209	1091222	135000	55000	40000
Datia	3	530	413076	21000	21000	15400
Shivpuri	5	1066	839622	28000	42000	31200
Guna	4	765	575093	20000	29000	21500
Ashoknagar	3	626	413650	14000	21000	15700
Sagar	8	1443	1269641	68000	64000	46700
Tikamgarh	5	895	742717	64000	38000	27400
Chhatarpur	6	1198	950684	61000	48000	35300
Damoh	4	914	694104	41000	35000	25900
Panna	3	680	513996	27000	26000	19200
Satna	7	1433	1205507	105000	61000	44500
Rewa	8	1452	1244055	212000	63000	45800
Sidhi	4	751	712237	90000	36000	26000
Singrauli	3	499	452572	43000	23000	16600
Shahdol	3	735	559837	10000	28000	20900
Anuppur	3	528	409760	31000	21000	15200
Umaria	2	417	322881	5000	17000	12000
Katni	4	880	672900	44000	34000	25100
Jabalpur	8	1628	1449787	62000	73000	53200
Dindori	2	562	382109	8000	20000	14400
Mandla	3	855	592242	59000	30000	22300
Balaghat	6	1279	968235	60000	49000	36100
Seoni	4	1086	761401	29000	39000	28600
Narsingpur	4	848	617029	14000	31000	23100
Chhindwara	7	1493	1153622	85000	58000	42900
Betul	5	1161	848404	38000	43000	31800
Harda	2	395	289387	12000	15000	10800
Hoshangabad	4	906	663635	4000	34000	24800
Raisen	4	949	657030	32000	33000	24700
Vidisha	5	1052	714176	11000	36000	27000
Bhopal	7	1427	1307715	35000	66000	47900
Sehore	4	878	656396	29000	33000	24500
Rajgarh	5	1111	794724	36000	40000	29800
Shajapur	5	1126	805078	38000	41000	30200
Dewas	5	1040	788024	45000	40000	29400
Khandwa	4	881	661976	51000	34000	24700
Burhanpur	2	484	379731	19000	19000	14100
Khanrgone	6	1152	922790	58000	47000	34200
Badwani	4	770	639709	49000	32000	23600
Alirajpur	2	401	324302	59000	17000	12000
Jhabua	3	598	502321	83000	26000	18500
Dhar	7	1151	1018134	39000	51000	37400
Indore	9	2067	1747611	133000	88000	64500
Ujjain	7	1381	1095883	100000	55000	40700
Ratlam	5	948	746839	21000	38000	27700
Mandsour	4	941	753395	20000	38000	27900
Neemuch	3	565	451794	3000	23000	16800

Annexure - 5

Time Schedule

1.	Last date of executing agreement and collection of Data CDs	Latest by 19/07/2010
2.	Training of technical personal of contractor on Installation and use of software.	20/07/2010
3.	Setting-up Processing Centres at District Head Quarters.	Latest by 20/07/2010
4.	Draft Publication	20/07/2010
5.	Photography for residual and new electors	from 20/07/2010
6.	Receiving Claims and Objections	From 20/07/2010 to 04/08/2010
7.	Disposal of Claims & Objections	Upto 16/08/2010
8.	Collection of Manu-scripts for Addition/Deletion/Modification from DEO Office	17/08/2010
9.	Delivery of first checklist of Supplementary Electoral rolls by the Contractor.	Between 17/08/2010 and 03/09/2010
	Verification of first checklist by the DEO staff.	
	Collection of corrected first checklist form DEO.	
	Submission of Final checklist alongwith first checklist to DEO by the Contractor.	
	Verification of final checklist by the DEO staff & return to contractor.	
10.	Certification of Error Free Checklists by DEO.	Latest by 04/09/2010
11.	Printing of final laser prints, ten no. of copies of the Supplementary Roll with header/footer and return all materials received from DEO including Final Checklist.	Latest by 10/09/2010
12.	Final Publication	15/09/2010
13.	Supply of all materials with Data DVDs and PDF CDs to CEO required as per tender.	Upto 16/09/2010