

**NOTICE INVITING TENDER
FOR TRANSPORTATION OF EVMS FROM BEL LOCATIONS HYDERABAD, PUNE
AND GHAZIABAD TO WAREHOUSE AT PANCHKULA
BY THE STATE ELECTION COMMISSION, HARYANA**

Bids are invited on two-bid system for transportation of EVMs from the BEL locations Hyderabad, Pune and Ghaziabad to State Election Commission, Haryana Warehouse, Plot No.1, Sector-22, Panchkula, having terms and conditions as mentioned in the tender document.

Sr. No.	Description
1.	Transportation of EVMs (55,000 BU and 55,000 CU)
2.	Only containerized trucks or sealed 32 feet trucks with proper locking arrangements and GPS enabled for movement of EVMs and tracking of movement.

1. Document Download: Tender documents may be downloaded from State Election Commission, Haryana website www.secharyana.gov.in as per the schedule as given in Data sheet as under. In the event of any of the under mentioned date being subsequently declared as a holiday / closed day for this office, the tenders will be opened on the next working day at the scheduled time.

Data Sheet

Item	Description
Name of the Hirer	STATE ELECTION COMMISSION, HARYANA
Tender Inviting Authority	STATE ELECTION COMMISSION, HARYANA
Tender Name	Transportation of EVMs
Tender No.	SEC-2026/EVMs/1
Method of Selection	Open Tender
Availability of Tender document	To be downloaded from www.secharyana.gov.in
Date of Tender notice issuance	19.02.2026
Last date and time for Bid/Proposal submission (On or before)	26.02.2026
Technical Bid Opening Time, Date & Venue	27.02.2026 at 11.00 AM in O/o STATE ELECTION COMMISSION, HARYANA
Financial Bid Opening Time, Date & Venue	27.02.2026 at 03.00 PM O/o STATE ELECTION COMMISSION, HARYANA
Language of Bid submission	ENGLISH
EMD	Rs.2 Lakh in the name of the Chief Accounts Officer, State Election Commission, Haryana payable at Panchkula.
Rate Contract period	3 months from the date of signing of agreement(can be extended with mutual consent if required).

2. Tender Conditions:

Bid Submission:

(i) Bids shall be submitted in Room No.202, State Election Commission, Haryana (hereby referred to as SEC), Plot No. 2, Nirvachan Sadan, Sector 17, Panchkula – 134109.

(ii) Not more than one tender shall be submitted by one Bidder. However, in case a particular bidder owns more than one Transport Company, he should submit separate bid(s) containing Technical Bid, Financial Bid and EMD in respect of each of such Transport Company. A breach of this condition will render the Tenders liable to rejection.

(iii) The Bidder shall also have to pay for the EMD of Rs.2 Lakh via separate Demand Draft in the name of the Chief Accounts Officer, State Election Commission, Haryana payable at Panchkula.

(iv) 'Earnest Money Deposit' (EMD) should be valid for at least Three (03) months. Tender not accompanied with the EMD is liable to be rejected. EMD will be returned to

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all the unsuccessful Bidder(s) at the end of the selection process and no interest shall be paid on it. However, the EMD shall be forfeited in case, the successful Bidder withdraws or modifies the bid suo-motto during the tender selection process.

(v) Bidders are advised to visit the SEC website www.secharyana.gov.in regularly till closing date of submission of tender for any corrigendum/ amendment.

Submission of Tender:

- i) The tender should be submitted in two parts viz. (a) "Technical Bid" which should contain technical parameters as given in the terms and conditions attached herewith and (b)"Financial Bid" which should indicate the rate proposed to be charged per truck (32 ft body) and other financial terms and conditions.
 - All the pages of bid being submitted must be signed and sequentially numbered by the Bidder, irrespective of nature of content of the documents before submission.
 - The offers submitted by telegram /fax /email /post/courier shall not be considered. No correspondence will be entertained in this matter.

Sd/-
Secretary
State Election Commission, Haryana

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ANNEXURE-I

TERMS AND CONDITIONS

1. The Secretary, State Election Commission, Haryana reserves the right to accept, reject or cancel any bid.
2. Only the financial bids of successful bidders in the technical bid will be opened.
3. The technical bids received will be opened first and evaluated according to the specifications, terms and conditions, and eligibility criteria. Only the financial bids of those bidders who successfully qualify in the technical bids will be opened.
4. The firm must submit an affidavit stating that it is not blacklisted by any Central/State Government/Cooperative/Undertaking or other government department, signed and notarized on a ₹100 stamp.
5. The vehicles used by the bidder must have valid Registration, valid insurance, PUC, vehicle fitness certificate and the driver must have a license of the required category.
6. The rates submitted by the bidder will include all expenses, including POL (diesel and oil), driver and assistant expenses, toll expenses, vehicle repairs, and miscellaneous expenses.
7. In the event of a vehicle breakdown or other problem, the bidder must immediately provide a replacement vehicle. If a replacement vehicle is not immediately provided after a breakdown, the Commission/authorized officer/employee will be required to pay for the rental vehicle from the market, which ultimately would be paid by the bidder.
8. In the event of a vehicle accident due to driver error, the bidder will be solely responsible. In the event of a police case or a judicial litigation, the bidder will bear the responsibility for the entire litigation and the entire cost of the litigation.
9. The Commission will not pay any travel allowance or other expenses or compensation to the driver or any supporting staff.
10. The bidder must provide as many vehicles as the Commission requires.
11. The State Election Commission may, as required, divide the work among multiple bidders as required.
12. The bidder will generally be selected on an L-1 (Least Cost Based Selection) basis subject to the requirement and satisfaction of the Commission in view of safety and security of the luggage/things/accessories/EVMs.
13. The rates quoted will be valid for three months from the contract period. This period may be extended or reduced as required by the rules or the Commission.
14. DD&M firms in the State of Haryana must submit a self-attested copy of the acknowledgement of the Entrepreneur's Memorandum/Udyog Aadhar Memorandum issued by the competent authority as specified in the Micro, Small and Medium Enterprises Development Act, 2006, along with the technical bid. Only on this basis will the bid security and performance security amount be waived.
15. Tender will not be considered if EMD is not attached with the tender form.
16. The tenderer should not specify any other conditions. If any other condition is specified, this office reserves the right to reject the tender/invalidate the condition.

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17. Validity - Tenders will be valid for a period of 90 days from the date of submission.
18. The tenderer will not assign or sublet its contract or any substantial part thereof to any other agency.
19. The Tenderer must have experience in EVM transportation work and the desired turnover.
20. The contract for supply may be cancelled at any time by the State Election Commission, Haryana after giving the tenderer a reasonable opportunity of being heard, if the transportation work is not performed to the satisfaction of the State Election Commission, Haryana.
21. The bidder's use of his representative for advocacy, directly or indirectly, will be a disqualification.
22. The successful bidder must execute the agreement within seven days of receipt of the order and deposit a performance security equivalent to 5% of the ordered value of the transportation for which the tender has been accepted. This security must be deposited within seven days from the date of dispatch on which the acceptance of the tender is communicated to him.
23. Undertakings of the Central Government and the Government of Haryana will be exempted from depositing security amount, but will be required to submit a bid declaration.
24. Payment:
 - a) Payment will be made to the tenderer/contractor/firm upon submission of the bill to the State Election Commission, Haryana after completion of the work, and all transportation charges will be borne by the tenderer.
 - b) No advance payment will be payable.
 - c) Payment will be made after deducting all applicable taxes as per rules.
 - d) In respect of disputed items, 10 to 25 percent of the amount will be withheld and will be paid as decided upon the dispute.
25. The delivery time specified in the tender form will be considered the essence of the contract, and the successful tenderer will supply the items within the stipulated period from the receipt of the firm order from the State Election Commission, Haryana.
26. If the tenderer imposes conditions that are in addition to or in conflict with the conditions stated herein, their tender will be summarily rejected. In no event will any of these conditions be deemed accepted unless specifically stated in the tender acceptance letter issued by the State Election Commission, Haryana.

Technical conditions of the tender:

27. The tenderer must have an average minimum turnover of ₹4.00 crore for the last three financial years, i.e., 2022-23, 2023-24, and 2024-25. For this purpose, the firm must attach a Chartered Accountant-certified turnover certificate, balance sheet, P&L, and AUDIT report for the last three years, along with attested copies of Income Tax Returns for the last three years, along with their UDIN number.
28. A copy of a CA-certified positive net worth certificate for the financial year 2024-25, along with their UDIN number.
29. A photocopy of the bidding firm/company's registration (proprietor/private company/partnership firm/trust/society, or any other category).
30. The bidder must attach a PAN card and GST registration.

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31. For EVM transportation, adequate containers must be provided as per the Commission's orders.
32. EVM transportation must be carried out using closed-body containers.
33. Closed-body containers used for EVM transportation must be equipped with GPS.
34. Closed-body container trucks carrying EVMs must not be opened without the permission of an authorized officer of the State Election Commission, Haryana.
35. During the transportation of EVMs through closed-body containers, the bidder will ensure that the transportation is carried out in accordance with the EVM protocol, while adhering to the various guidelines issued by the Election Commission of India and the State Election Commission of Haryana for EVM transportation.
36. Transportation work must be completed within 10 days of the issuance of the work order or within the period specified in the work order.
37. The bidding firm must submit an affidavit on a 100 rupee stamp, notarized, stating that it has not forfeited any security deposit from any government department/government institution/commission, nor has it been blacklisted/debarred.
38. The bid security amount will be returned to the bidder immediately upon the cancellation of the successful bidder's agreement to vest and perform the security deposit. Forfeiture may occur in the following cases:
 - (a) When a bidder withdraws or modifies its offer after the bids are opened but before the bid is accepted.
 - (b) When a bidder fails to execute the agreement within the specified time.
 - (c) When a bidder fails to deposit the performance security deposit within the stipulated period after receiving the notification of bid acceptance.
 - (d) The Bidder breaches any of the provisions of the Code of Integrity for Bidders specified in the Haryana State Public Procurement Policy for MSMES, 2016.
39. Agreements and Duties
 - (a) For the supply of the services mentioned in the invitation to bid, the successful bidder will have to deposit 5% of the service order amount as performance security in the form of a Demand Draft/Banker's Cheque in the name of the Chief Accounts Officer, State Election Commission, Haryana, Panchkula within a maximum period of 7 days from the date of the bid acceptance order and will have to execute an agreement on non-judicial stamp paper of Rs. 500/- at his own expense.
 - (b) The amount of the successful bidder's Bid Security can be adjusted against the Performance Security amount. If the successful bidder deposits the full amount as Performance Security separately, the Bid Security amount will be returned to the concerned party.
 - (c) The State Election Commission, Haryana, Panchkula will not pay any interest etc. on the Performance Security amount.
40. Forfeiture of Performance Security - Performance Security may be forfeited in full or in part in the following cases:
 - (a) When the conditions of the contract have been violated.
 - (b) When the bidder fails to supply the entire goods satisfactorily.

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[Signature]

[Signature]

(c) When the bidder fails to supply the entire goods within the stipulated supply period as per the supply order. In cases of forfeiture of Performance Security, an opportunity for reasonable hearing will be given. The decision of the Secretary, State Election Commission, Haryana, Panchkula will be final in this regard.

41. Liquidated Damages -In case of extension in delivery period along with liquidated damages due to failure of the bidder to supply the services, the recovery will be made on the basis of the following percentage:

(a)	For delay up to one-fourth of the prescribed delivery period	2.5%
(b)	For delay exceeding one-fourth of the prescribed delivery period but not exceeding half of the prescribed period	5%
(c)	For delay exceeding half of the prescribed delivery period but not exceeding three-fourths of the prescribed period	7.5%
(d)	For delay exceeding three-fourths of the prescribed delivery period.	10%
(e)	Any part of the delay less than half a day will be ignored.	
(f)	The maximum amount of liquidated damages will be 10%.	
(g)	If the bidder wishes to obtain an extension in the time for completing the supply of goods under the contract due to any constraints, it shall apply in writing to the authority that placed the delivery order. However, it shall apply immediately upon the occurrence of the constraint and not after the scheduled completion date.	
(h)	If the supply of goods is hindered due to reasons beyond the bidder's control, the extension in the delivery period may be granted with or without liquidated damages.	

42. In case of any problem/doubt regarding the terms of the bid, the following may be contacted:

Name	Smt. Anju Arora, Assistant State Election Commissioner.
Office Name	State Election Commission, Haryana
Telephone	0172-258 4908

43. Instruction regarding compliance with the Code of Integrity and No Conflict of Interest are enclosed at "Annexure-A".

44. Authority for First Appeal: Secretary, State Election Commission, Haryana.

45. The authority for Second Appeal is the State Election Commissioner, Haryana.

46. In case of any dispute, it shall be solved through arbitrator and mediation and for litigation the jurisdiction of Civil Court will be Panchkula.

47. Blacklisted/debarred firms from any government/semi-government/cooperative/ board/corporation/university etc. institutions, including the offices of the State Election Commission, will not be able to participate in the tender/procurement process invited by the Commission.

Sd/-
Secretary
State Election Commission,
Haryana, Panchkula.

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STATE ELECTION COMMISSION, HARYANA
NIRVACHAN SADAN, PLOT NO. 2, SECTOR- 17
PANCHKULA- 134109

Website : www.secharyana.gov.in
Email id : sec@hry.nic.in

Phone: +91 172 258 4810
Fax: +91 172 258 5904

EVM Transportation Tender Form for Election Work of Panchayati Raj Institutions and Urban Bodies (Technical Bid)

1. Name of Tenderer: _____
2. Address: _____
3. Office Phone No. _____ Mobile No. _____
Email ID _____
4. Income Tax Department's Permanent Account Number (PAN) _____
5. GST Number (attach proof) _____
6. Legal Status/Registration Certificate for the Company/Firm (Proprietorship Firm, Private Limited Company, LLP, Trust, or any other category certificate) _____
7. Photocopies of Income Tax Certificates for the last three financial years (2022-23, 2023-24, 2024-25) _____
8. Average Turnover Certificate (with NPC Image) for the last three financial years (2022-23, 2023-24, 2024-25) provided to the firm by the CA and photocopies of financial documents such as audit report, balance sheet, profit and loss account _____
9. Blacklist/Debarment Evidence Letter _____
10. Enclose a notarized affidavit for the following points:
 - The firm has neither been blacklisted by any state nor has its security deposit been confiscated.
11. Details of Earnest Money Deposit (EMD) _____
12. Any other details _____
13. Number of attachments – _____

I, _____ am the proprietor, _____ percent partner/Director of M/s. _____ I have reviewed all the terms and conditions of this tender and accept them. I take full responsibility for all proceedings and all bills related to this tender. All the above information is completely true. I have not concealed any relevant information. If any information is found to be false or incomplete, I will be held responsible for it.

Date : _____

Signature of Tenderer

Name _____

Firm Name _____

Seal of the Firm

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**STATE ELECTION COMMISSION, HARYANA
NIRVACHAN SADAN, PLOT NO. 2, SECTOR- 17
PANCHKULA- 134109**

Website : www.secharyana.gov.in
Email id : sec@hry.nic.in

Phone: +91 172 258 4810
Fax: +91 172 258 5904

Financial Tender Form for Transportation of EVMs (Financial Bid)

Sr.No.	Type of truck	Route (from – to)	Rate per trip for Truck (everything inclusive)
1.	Close Body container truck of having approximate length of 32 feet, breadth 7.5 to 8 and height 8 to 8.5 feet	(a) Ghaziabad – Panchkula (b) Pune – Panchkula (c) Hyderabad - Panchkula	
Total			

Note : The above rates should be inclusive of GST.

1. In case of similar rates offered by more than one bidder, the average rate of the turnover of last three financial years (higher side) will be considered. The lowest rate will be determined based on turnover.
2. For transportation work, the bidder with the lowest rate will be considered the lowest rates.

Signature of Tenderer

Date : _____

Name _____

Firm Name _____

(seal of the Firm)

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Declaration by Tenderer

I/We declare that I/We have tendered for the transportation of EVMs. I/We have experience in the field of EVMs (enclosed).

If this declaration is found to be false, without prejudice to any other action that may be taken, my/our Performance Security will be fully forfeited and the tender, to the extent it has been accepted, will be cancelled.

Signature of Tenderer

Declaration

I/We have thoroughly studied all the information and conditions of the bid. I/We also certify that I/We are registered for the above work, actually carry on the business sought in the bid, and are not barred (or debarred) by the State Government or any other government body/commission/department from this procurement.

If this declaration is found to be false, then, without prejudice to any other action that may be taken, my/our Bid Security and Performance Security will be fully forfeited and the Bid, to the extent it has been accepted, will be cancelled.

Signature of Bidder/Contractor

Name with Seal

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Annexure-A

Compliance with the Code of Integrity and No Conflict of Interest

Any person participating in a procurement process shall :

- a) not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- b) not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- c) not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- d) not misuse any Information shared between the procuring Entity and the Bidders with an intent to gain unfair advantage to the procurement process;
- e) not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- f) not obstruct any investigation or audit of procurement process;
- g) disclose conflict of interest, if any; and
- h) disclose any previous transgressions with any Entity in India or any other country during the last three years or any debarment by any other procuring entity.

Conflict of Interest :-

The Bidder participating in a bidding process must not have a Conflict of Interest. A Conflict of Interest is considered to be a situation in which a party has interest that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

A Bidder may be considered to be in Conflict of Interest with one or more parties in a bidding process if, including but not limited to :

- i) having controlling partners/ shareholders in common; or
- j) receive or have received any direct or indirect subsidy from any of them; or
- k) have the same legal representative for purpose of the Bid; or
- l) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the procuring Entity regarding the bidding process; or
- m) the bidder participates in more than one Bid in abiding process. Participating by a Bidder in more than one Bid will result in disqualification of all Bids in which the Bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a Bidder, in more than one Bid; or
- n) the Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Goods, Works or Services that are the subject of the Bid; or
- o) Bidder or any of its affiliate has been hired (or is proposed to be hired) by the procuring Entity as engineer-in-charge/ consultant for the contract.

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