



Office of the Chief Executive Officer Shri Mata Vaishno Devi Shrine Board, Katra

Request for Inviting Quotation

M/s _____,

Sir,

Sealed quotations (on the letter head of the firm) are invited from reputed manufacturers / distributors / dealers / suppliers only for furnishing the rates of DG Set as per the specifications mentioned at **Annexure "A"**.

You are as such requested to kindly send your sealed quotation along with relevant documents for supply of the same giving full details in sealed cover viz. Net price (inclusive of GST & other taxes, F.O.R. Engineering Store, Banganga, Katra payment terms including special discount to SMVDSB.

Your sealed quotations addressed to the Undersigned should reach through Speed Post / Registered Post / Reputed Courier on or before **28.11.2023 upto 03:00 PM** positively. The quotations received shall be opened on the same day or any other convenient day in presence of representative of the firm who choose to remain present on the occasion.

Following particulars must be mentioned on the envelope containing your quotation.

RFIQ- "5KVA DG Set Single Phase"
NOT TO BE OPENED BEFORE 28.11.2023 upto 03:00PM
RFIQ No.: CO/Pur/Elect/271-VIII/ 3481 dated: 17.11.2023

Terms and Conditions:-

1. The OEM or their authorized franchise shall be preferred.
2. Rates quoted should be net inclusive of all taxes along with special discount to Shri Mata Vaishno Devi Shrine Board and F.O.R. at Engineering Store, Banganga, Katra.
3. The successful bidder shall have to furnish an Earnest Money Deposit (EMD), having a validity of one (01) year, in the form of CDR/FDR amounting to Rs. 5000/- (Rupees Five Thousand only) drawn from any Nationalized / scheduled Bank duly pledged to the FA/Chief Accounts Officer, Shri Mata Vaishno Devi Shrine Board, Katra. The same shall be refunded after the completion of warranty period, subject to the satisfactory performance report / NOC received from concerned Engineer Incharge, SMVDSB / ES, Banganga.
4. The R.F.I.Q. shall contain full address, Telephone No. along with alternate No., Fax No. and e-mail address of the Bidder (Authorized supplier).
5. Quotations received after due date and time shall not be entertained and will be outrightly rejected.
6. The Shrine Board reserve the right to:
 - a) Cancel the R.F.I.Q. without any notice.
 - b) Reject, accept or prefer any quotation in part or full without assigning any reason whatsoever at any stage.

- c) Re-invite the quotations at its sole discretion.
 - d) Negotiate the quoted rates, terms and conditions with the lowest Bidder or any of the other Bidders who have participated in the RFIQ to ascertain the suitability of the acceptable offer.
 - e) Split the demand among one or more firms.
7. Kindly quote / mention the name of the **brand / make / Warranty / Guarantee along with proper specification offered by you as per technical specification only.**
 8. **The material to be supplied shall be of original make only. Any deviation shall tantamount to rejections of the supplied material and action under rule shall be initiated.**
 9. No advance payment shall be made. The payment shall be made after receipt and proper inspection of complete material at Engineering Store, Banganga, Katra and after 20 days from the date of issuance of G.R.
 10. No extra payment shall be made to the firm on account of the escalation in the material cost, transportation / labour charges during the period of contract.
 11. The material shall be strictly as per the requirement / specifications of Shrine Board.
 12. The supplier has to mention the price of the material, CGST & SGST separately.
 13. **The rates should strictly be quoted on the format enclosed with RFIQ and as per the specifications / UOM / requirement. Any deviation from the same shall tantamount to rejection of the offer / rates quoted by you.**
 14. Kindly note that the ISI is not a brand / make of the product.
 15. On receipt, the material shall be inspected / checked by our Inspection Committee and if found of inferior quality / defective, the same shall be rejected and the Board shall be at liberty to have the same procured from open market at the risk & cost of the supplier whereby the original supplier shall be liable to pay the extra cost, if any, involved in the process. The Competent Authority, however, may accept the replaced material within the delivery period if it conforms to the approved specifications.
 16. In case of incomplete supply, an amount of 2% of the total value of work shall be deducted from the due payment of the supplier.
 17. Conditional, illegible, ambiguous quotation (s) and quotation (s) received after the stipulated date and time shall be out rightly rejected.
 18. The bidder shall provide standard warranty, on the site repair of said DG Set during the warranty period without any extra cost to SMVDSB including cost of spares and visiting charges of Engineer / Technician. In case of Non-OEM bidder the OEM's authorization certificate / confirmation of extending the warranty during the quoted period must be attached.
 19. The standard terms of payments, penalty and other conditions shall be reflected in the work order.

Sd/-

(Dr. Sunil Sharma), JKAS
Jt. Chief Executive Officer

