



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

Central Office, Jammu Road, Katra (J&K – UT) 182301.

No.CO/Pur/Civil/21/148/4722

Dated: 21.02.2025

REQUEST FOR INVITING QUOTATION

Shri Mata Vaishno Devi Shrine Board, Katra invites sealed quotations (on the letter head of the firm) from reputed manufacturers / distributors / dealers / suppliers for supply of following material to SMVDSB.

| S. No. | Description of Items | Req. Qty. | Brand / Make | Amount of EMD |
|---|---------------------------------|-----------|---|--|
| 1. | Ply Water Proof 19 mm (8' x 4') | 40 nos. | Green Ply / Kit ply / Century / Duro / Archid Ply | Rs. 3,500/- (in the shape of CDR/FDR/TDR pledged to FA/CAO, SMVDSB payable at Katra). |
| 2. | Ply Water Proof 06 mm (8' x 4') | 15 nos. | / Merino Laminates / Magnus / Interwood | |
| Conforming to Grade: IS 710:2010 | | | | |
| 3. | Sunmica Solution | 05 Kg. | Superior Quality | |

As such prospective bidders are requested to kindly send their sealed quotation along with relevant documents for the 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, test certificates, IS Certification, delivery schedule and other conditions of sale including special discount to SMVDSB.

Sealed quotations must be addressed to Asstt. CEO (VB), Shri Mata Vaishno Devi Shrine Board, Central Office, Katra should reach through Speed Post / Registered Post / reputed courier or be personally handed over to the Purchase Section by or before **28.02.2025** upto 02:00 PM positively.

Following particulars must be mentioned on the envelope containing your quotation:-

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|---|
| <p><u>RFIQ – Supply of Ply Material</u> NOT TO BE OPENED BEFORE 28 .02.2025 upto 02:00PM RFIQ No: CO/Pur/Civil/21/148/4722 dated: 20.02.2025</p> |
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Terms and Conditions:

1. This is just a RFIQ and not a Purchase Order.
2. Donations to Shri Mata Vaishno Devi Shrine Board, Katra are exempted from Income Tax under Section 80-G of the Income Tax Act.
3. Rates should be NET inclusive of **GST, loading, unloading, freight, toll tax etc.,** having special discount to SMVDSB and the same shall be delivered at Engineering Store, Banganga, Katra. However, Donations to Shri Mata Vaishno Devi Shrine Board, Katra are exempted from Income Tax under Section 80-G of the Income Tax Act.
4. The prospective bidders shall send their sealed quotations by or before **28.02.2025** upto 02:00PM, quotations after due date and time shall not be accepted.

Seal & Signature of the bidder

5. The prospective bidders shall have to submit the authorized distributor / dealer certificate (if any) along with the quotation.
6. The prospective bidder shall have to deposit an EMD amounting to **Rs. 3,500/-** (Rupees Three Thousand and Five Hundred only) in the shape of CDR/FDR/TDR drawn from any nationalized bank pledged to FA/CAO, SMVDSB.
7. The Earnest money of the Successful bidder shall be retained as Security deposit which shall be released only after the successful delivery of the complete material as per the Purchase Order whereas the EMDs of the unsuccessful bidders shall be immediately released after the issuance of Purchase Order in favour of the successful firm.
8. Furnishing of EMD for an amount less than the stipulated amount mentioned in the RFIQ quoting the exemption as Small Scale Industries or any other reason shall not be entertained and the quotation / offer submitted by the firm shall be rejected outrightly.
9. 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.
10. The supplier shall ensure that Ply shall be (3, 5, 7, 9 & 13 layered) and Ply Boards having Water Boiling Proof, anti-termite properties and of all thickness.
11. The prospective bidder shall also have to mention the following on their Letter Head with Seal & Signatures along with the sealed quotation:
 - a. Years of Warranty / Guarantee.
 - b. Type of Warranty / Guarantee.
12. Relevant documents viz. BIS / IS Certification, Test Certificates of the material shall be submitted at the time of delivery at ES, Banganga by the successful firm. (Kindly note that the ISI is not a brand / make of the product).
13. The material to be supplied should be from the brands / make / specifications mentioned in the RFIQ. **Any change in the Brand / Make shall outrightly be rejected.**
14. No change in the Brand / Make shall be entertained at any stage.
15. The rates should strictly be quoted on the LETTER HEAD AS PER THE format enclosed with RFIQ and as per the specification / UOM / requirement. Any deviation from the same shall tantamount to rejection of the offer / rates quoted by you.
16. Kindly quote your rates as per the "UOM (unit of measurement)", requirement & specification of the Shrine Board.
17. The supplier has to mention the price of the material, CGST & SGST separately while raising the bills of supplies.
18. The supplier shall have to mention the GST No. (01AAETS9822J1ZC) of SMVDSB while raising their bill of supplies. While filling GSTR-I, the supplier shall classify the supply / service made to Shrine Board under Business to Business (B to B) Sales. The successful bidder shall also mention six digit HSN code of the material to be supplied. In case the successful bidder doesn't upload / mention the bill under B to B, the GST amount levied in the bill shall not be paid.

Seal & Signature of the bidder

19. The supplier shall file GSTR1 and 3B within the due dates prescribed under the CGST / SGST ACT 2017 so as to enable SMVDSB to claim timely input credit. In case of default, Interest @ 2% per-month of tax amount shall be charged and recovered from the defaulting supplier.
20. In case the successful bidder is filing GST return on quarterly basis, the concern must file the Invoice Furnishing Facility (IFF) on monthly basis for Bills to Shrine Board.
21. No Advance payment shall be made. The payment shall be made after receipt and proper inspection of each consignment within a period of 20 days from the date of issuance of GR.
22. **INSPECTION / LIFTING BACK OF REJECTED SUPPLIES:**
- On receipt, the material shall be inspected / checked by our Inspection Committee and if found of inferior quality/defective, the same will 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.
 - The rejected material shall have to be lifted by the supplier at his own risk and cost within a week's time falling which storage charges @2% per day of the total value of the rejected supplied as may be deemed fit to the authority shall be levied.
 - Beyond one month the material shall be auctioned without any communication and storage charges @2% per day of the total value of the Purchase /Supply Order shall be deducted from any pending payment of the supplier.
23. **Penalty:**
- In case the material is not delivered within the delivery period, the supplier is liable to penalty for the delay i.e. i) upto 07 days @ 0.5% ii) from 8th day upto 15th day @ 1% iii) from 16th day upto 22nd day @ 1.5% and iv) from 23rd day to 30th day @ 2% shall be imposed on each pending item as per the approved rate/quantity mention in the PO of the value of the pending supplies.
 - In case of incomplete supply, an amount equal to 2% of the total value of non supplied material shall be deducted from any pending payment of the supplier.
24. **Debarrig**
- In case the material is not supplied even after the lapse of penalty period, the purchase order deemed to have been cancelled and the firm shall be debarred from any further dealing with SMVDSB for a continuous period of 03 years and EMD of the firm shall be forfeited without any communication.
25. SMVDSB reserves the right to reject, accept or prefer any quotation in part or full without assigning any reason whatsoever at any stage. Shrine Board also reserves the right to re-invite the quotations at its sole discretion.
26. Shrine Board Reserves the right to cancel the RFIQ without any prior notice.
27. SMVDSB reserves the right to negotiate the quoted rates, terms and conditions with the lowest bidder or any of the other bidder on quality basis to ascertain the suitability of the acceptable offer.

Seal & Signature of the bidder

28. SMVDSB reserves the right to procure the material on Quality Basis.
29. SMVDSB reserves the right to split the demand among two or more firms on the L-1 / approved rates.
30. Standard Terms and Conditions shall also be incorporated in the PO to be issued in favour of the successful bidder/firm.
31. Conditional, illegible, ambiguous quotation(s) and quotation(s) received after the stipulated date and time shall be out rightly rejected.

Seal & Signature of the bidder

**Sd/-
(Vipan Bhagat) JKAS
Asstt. Chief Executive Officer**

{Please read the contents of the RFIQ carefully before submission}

PRICE BID

(on the letter head of the firm)

To,

The Asstt. CEO (VB),
Shri Mata Vaishno Devi Shrine Board,
Katra.

Subject: Quotation for Supply of Ply Material

Ref. No.: RFIQ no: CO/Pur/Civil/2021/148/4722 Dated: 20.02.2025

Sir,

I, _____ representative / proprietor from M/s _____ hereby submit the following rates for the supply of material as per the specification / UOM / requirement of Shrine Board, Net rates (inclusive of GST and other taxes / charges, unloading) F.O.R. Engineering Store, Banganga, Katra:-

| S. No. | Description of Items | Req. Brand / Make | Brand / Make Offered | Net Rate inclusive of GST and other taxes, unloading and F.O.R. Engg. Store, Banganga, Katra. |
|--|---------------------------------|---|----------------------|---|
| 1. | Ply Water Proof 19 mm (8' x 4') | Green Ply / Kit ply / Century / Duro / Archid Ply / Merino Laminates / Magnus / Interwood | | per pc. |
| 2. | Ply Water Proof 06 mm (8' x 4') | | | per pc. |
| Conforming to Grade IS 710:2010 | | | | |
| 3. | Sunmica Solution | Superior Quality | | per kg. |

I affirm that I have read and fully understood the RFIQ notice and agree to abide by all the terms and conditions laid therein, which are being signed in token of my acceptance. In case, I fail to abide-by the conditions or upto the entire satisfaction of the Shrine Board, I shall be liable to the penalties under rules. I further hereby declare that my firm is not blacklisted.

Yours sincerely,

Name of the firm: _____

Seal and Signature _____

Contact No.: _____

Contact Person: _____

E-mail: _____

Full Address: _____