



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

No. CO/Pur/NE/168-II/7880

Dated: - 24.01.2025

REQUEST FOR INVITING QUOTATION

Shrine Board is interested in purchasing of Pure Desi Ghee in 15 Kg (Tin Packing) of following approved brands as per details given below:-

S.No.	Item Description	Brands	UOM	Requirement (in Nos.)
1.	Pure Desi Ghee in 15 Kg (Tin Packing)	i. Amul ii. Britannia iii. Nestle iv. Verka v. Mother Dairy	Tin (15 Kg)	400

Interested firms may send their quotation to Purchase Section, Central Office, Shri Mata Vaishno Devi Shrine Board, Katra giving full details viz. price, payments terms, delivery schedule and other conditions of sale including special discount to SMVDSB. The quotation should reach this office through Speed post, Registered post, Reputed courier service or can be personally submitted to this office by or before **31.01.2025 upto 05:00PM** positively. Following particulars must be mentioned on the envelope containing your quotation: -

RFIQ- Pure Desi Ghee	
NOT TO BE OPENED BEFORE 31.01.2025 upto 05:00PM	
RFIQ No. CO/Pur/NE/168-II/7880	Dated: 24.01.2025

Terms & Conditions: -

1. This is only an enquiry and not a purchase order.
2. Quantity mentioned is indicative in nature.
3. The rate quoted shall remain valid for a period of **07 days** from the last date of the submission of quotation.
4. The rates quoted shall be net **FOR Non-Engineering Store, Banganga (Katra)** inclusive of GST/other charges.
5. The bidding firms shall have to deposit Earnest Money in the shape of CDR/FDR pledged to FA/CAO, SMVDSB, Katra amounting to Rs. 67,000/- (Sixty Seven Thousand) only without EMD the quotation shall be outrightly rejected.
6. The EMD of un-successful bidders shall be released on conclusion of RFIQ while EMD of successful bidder(s) shall be released after the supply of complete material.
7. The successful firm shall have to deliver the ordered material within a period of 20 days from the date of issuance of Purchase order. The early supply shall however be desired/appreciated.
8. **PENALTY:** Following penalties shall be imposed for delay beyond the specified period:-
 - a) upto 7 days @ 0.5%
 - b) From 8th day to 15th day @ 1%
 - c) From 16th day to 22nd day @ 1.5% and
 - d) From 23rd day to 30th day @ 2%

- e) After 30 days of delay, the purchase order shall be deemed to have been cancelled to the extent of unsupplied material and the material shall be procured from alternative sources at risk and cost of vendor.

Special Notes:

- a) The amount of penalty shall be worked out vis-à-vis the value of unsupplied material.
- b) For any valid reasons, the competent Authority reserves the right to waive - off the penalty.
- c) Despite cancellation of Purchase Order as stated above; for any valid reason to be brought on record, the Competent Authority may grant extension in the stipulated delivery period; with or without penalty (amount to be decided by the Competent Authority)
9. The Competent authority of SMVDB reserves the right to:-
- i. Cancel/ terminate the RFIQ/ Supply Order during the period of its validity without assigning any reason thereof.
 - ii. Debarring any defaulter from any further dealing with Shrine Board for a period of one year.
10. Please note that donations to Shri Mata Vaishno Devi Shrine Board, Katra are Exempted from Income Tax under Section 80-G of the Income Tax Act.
11. Other standards, terms and conditions will be incorporated in the Supply order issued to the successful bidder.

Sd/-
(Dr. Gopal K Sharma)
Asstt. Chief Executive Officer