



**Shri Mata Vaishno Devi Shrine Board,
Katra**

e-Tender document

For

**Providing Services of Melting, Assaying,
Refining of White Metal Appearing Like Silver &
Manufacturing of Silver Bars**

e-TENDER NO. CO/Acctts/1141-III/3838

DATED.: 07-11-2024

**Last date for submission of e-tender
28-11-2024 upto 02:00PM (1400hrs)**

**Address: Office of the Chief Executive Officer, Shri Mata Vaishno Devi
Shrine Board, Katra-182301, Tehsil: Katra, District: Reasi, UT of Jammu &
Kashmir**

Fax: 1991-232120

Website: www.maavaishnodevi.org

Email: cao@maavaishnodevi.net



**Office of the Chief Executive Officer,
Shri Mata Vaishno Devi Shrine Board**
Central Office, Jammu Road, Katra (J&K) – 182301
Fax: +91-1991-232120
E-mail: cao@maavaishnodevi.net

Notice Inviting e-Tender

e-NIT No. CO/Acctt./1141-III/3838

dated: 07.11.2024

For and on behalf of the Shri Mata Vaishno Devi Shrine Board (SMVDSB), e-Tenders for **Providing Services of Melting, Assaying, Refining of White Metal Appearing Like Silver and Manufacturing of Silver Bars** under Two bids system are hereby invited from reputed agencies /units as per the scope, terms and conditions mentioned hereunder. The period of Rate Contract shall be **Two Year from the date of allotment of contract.**

Description of work	Tender Fee (non refundable)	Amount of EMD in the shape of CDR / FDR/ TDR
Melting, Assaying & Refining of White Metal Appearing Like Silver and Manufacturing of Silver Bars	Rs. 1,000/-	Rs.5,00,000/-

The e-NIT consisting of Qualifying Information, Eligibility Criteria, Specifications, Bill of Quantities, (BOQ), set of Terms & Conditions of Contract and other details can be seen / downloaded from the website:- <http://jktenders.gov.in> & Shrine Board's official website www.maavaishnodevi.org. Following shall be the schedule for the e-NIT process:

Date of Publishing of e.NIT	08.11.2024 at 2.30PM
Download Start Date	08.11.2024 from 3 PM onwards
Pre-Bid Conference	14.11.2024 at 12:00 Noon
Bid Submission Start Date	18.11.2024 from 12:00 Noon onwards
Bid submission End Date (Online)	28.11.2024 up to 2 PM
Date of Opening of Technical Bid (Online)	29.11.2024 at 3 PM
Date of Opening of Financial Bid (Online)	Shall be intimated subsequently to the technically qualified bidders only.

The Bids shall be submitted in Electronic Format on the e-tender portal, strictly in accordance with provisions of the detailed e.NIT. Complete bidding process will be online only through e-tender portal www.jktenders.gov.in. The Bid document available on the official website of SMVDSB (www.maavaishnodevi.org) is for reference purpose only.

Non Refundable Tender Fee amounting to **Rs.1,000/- (Rupees One Thousand Only)** is required to be paid. The same can be deposited in the shape of DD or remitted through IMPS / NEFT in the official account of SMVDSB Account No. 0235040500001804, IFSC – JAKA0KATTRA ("0" stands for 'Zero'). The tenders/offers without prescribed Tender Fee shall be outrightly rejected. In case of online transfer, the bidder shall be required to mention UTR No. in the prescribed Annexure-'A' and 'B'.

The Earnest Money amounting to **Rs. 5,00,000/- (Rupees Five Lakh only)** in the form of **CDR / FDR/ TDR pledged to FA/Chief Accounts Officer, SMVDSB, Katra** drawn on any Nationalized / scheduled Bank and **having validity of 02 Years** shall be required. The EMD amount can also be or remitted through NEFT in the official account of SMVDSB i.e. Account No. 0235040500001804, IFSC – JAKA0KATTRA ("0" stands for "Zero"). The tenders/offers without EMD shall be rejected outrightly. In case of online remittance, the bidder shall have to mention UTR No. in prescribed Forms (Annexure-'A' and 'B').

The Earnest Money of Successful bidder/ firm shall be retained with SMVDSB during the entire period of Rate Contract while the EMDs of Unsuccessful bidders shall be released after the allotment of Rate Contract to the successful bidder.

The copy of tender fees and EMD deposit shall be uploaded along with Technical Bid Documents on e-tendering portal without which the offer submitted by the participating bidder shall not be considered. In case of CDR/FDR/TDR, the hard copies shall have to be deposited in the Central Office of SMVDSB before the opening of Online Technical Bid without which the offer submitted online shall not be considered.

No Proposal shall be submitted to SMVDSB in physical form unless and until the same is uploaded on the e-tendering website. The Hardcopies of Technical Bid documents viz. Tender Fee (NEFT), EMD (CDR/FDR/TDR), PAN, GST and other documents (**except the Financial Bid**), shall be deposited via Registered Post **or** Speed Post or through reputed Courier service or By Hand in the Accounts Department of Shri Mata Vaishno Devi Shrine Board, Central Office, Katra, J&K before the opening of the technical bid **i.e. .2024 up to 02:00PM** without which the offer submitted by the firm shall not be considered. SMVDSB shall not be responsible for any delay in submission of a bid (online as well as offline).

Note: Read all the Terms and Condition mentioned in the e-NIT carefully before the submission of the bid. No claim shall be entertained after the opening of Bid (Technical as well as Financial).

Sd/-
FA/ ChiefAccounts Officer
S. M. V. D. Shrine Board, Katra

No: CO/Acctt./1141-III/3838
Dated: 07.11.2024

Instruction to bidders regarding e-tendering process:-

1. The interested bidder can download the NIT/bidding document from the website **www.jktenders.gov.in** and **www.maavaishnodevi.org**.
2. To participate in online bidding process, bidders need to get (DSC) "Digital Signature Certificate" as per information Technology Act-2000. This certificate will be required for digitally signing the bid. Bidders can get above mentioned digital certificate from any approved vendors.
3. The Bidders, who already possess valid (DSC) Digital Signature Certificates, need not procure new Digital Signature Certificate.
4. The Technical Bids shall be opened online.
5. Financial Bids of qualified bidders shall also be opened online the date of which shall be communicated separately(to the qualified bidders only).
6. The bidders have to submit their bids online in electronic format with Digital Signature. The bids cannot be uploaded without Digital Signature. No Proposal will be accepted in physical form.
7. Bids will be opened online as per time schedule mentioned in the NIT.
8. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents have been attached with bid.
9. The department will not be responsible for delay in online submission of bids for reasons whatsoever.
10. Bidders should get ready with the scanned copies of cost of documents & EMD as specified in the tender documents.
11. The details of cost of tender documents and EMD specified in the tender documents should be the same, as submitted online (scanned copies) otherwise bid will not be accepted.
12. Bidders are advised to use "My Documents" area in their user on **http://jktenders.gov.in**, e-tendering portal to store important documents like Balance sheet, GST Registration Certificate, Tax Clearance Certificate, IT certificate, Manufactures authorization and other related documents etc., and attach these certificates as Non-Statutory documents while submitting their bids.
13. Bidders are advised not to make any change in BOQ (Bill of Quantities) contents or its name. In no case they should attempt to create similar BOQ manually. The BOQ downloaded should be used for filling the item rate as prescribed and it should be saved with the same as it contains.
14. Bidders are advised to scan their documents at 100 DPI (Dots per Inch) resolutions with Black and White, PDF \ Scan properly.
15. The guidelines for submission of bid online can be downloaded from the website **http://www.jktenders.gov.in**.
16. The Department shall not be held responsible for selection criteria/policy matter being adopted by the Directorate of Information regarding publishing the e-NIT, in any of the newspaper under circulation.
17. The tenderer should carefully study the document and prepare his tender with consideration of all provisions of the document. He should fully acquaint himself with site conditions and all other factors which may influence preparation of his tender.

Sd/-
FA/ Chief Accounts Officer
S. M. V. D. Shrine Board, Katra

No: - CO/Acct./1141-III/3838

Dated: 07.11.2024

Copy to the : -

1. Chief Executive Officer, SMVDSB, Katra.
2. Addl. Chief Executive Officer, SMVDSB, Katra.
3. Accounts Officer, SMVDCS, Katra.
4. Dy. Manager (IT), SMVDSB, Katra with the request to generate link for pre-bid conference.
5. Concerned file / Master file.



**Office of the Chief Executive Officer,
Shri Mata Vaishno Devi Shrine Board**
Central Office, Jammu Road, Katra (J&K) – 182301
Fax: +91-1991-232120
E-mail: cao@maavaishnodevi.net

Notice Inviting e-Tender

e-NIT No. CO/Acctt./1141-III/3838

dated: 07.11.2024

Subject:e-Tenders for **Providing Services of Melting, Assaying & Refining of White Metal Appearing Like Silver and Manufacturing of Silver bars** under Two bids system are hereby invited from reputed agencies /units. The period of Rate Contract shall be **Two Years** and can be extended further / reduced at the sole discretion of SMVDSB on same rates, terms and conditions subject to satisfactory performance of approved vendor and the sole discretion of competent authority of SMVDSB. The detailed terms and conditions of e-NIT are mentioned below:-

1. Introduction

Shri Mata Vaishno Devi Shrine Board is a statutory body constituted by an Act of the State Legislature viz. Shri Mata Vaishno Devi Shrine Act, 1988. It was created for better management, administration and governance of Shri Mata Vaishno Devi Shrine and its properties. The Lieutenant Governor of J&K UT is the Chairman of the Board. The Holy Shrine is nestled in Trikuta Hills with its Base Camp at Katra at a distance of 13.5 KM and the same is being thronged by near about one Crore pilgrims every year. Every year Shrine Board receives huge quantity of White metal appearing like silver and Yellow Metal appearing like Gold as offerings from devotees.

Taking into consideration the need to have a tie-up with silver melting, assaying and refining entities, SMVDSB intend to seek the bids under two Bid System, Technical Bid and Price Bid, from technically competent, BIS/LBMA registered experienced and financially sound Parties having their own arrangements for melting & refining of white metal appearing like silver on Job work basis.

2. Requirement:

Description of work	Tender Fee (non refundable)	Amount of EMD in the shape of CDR/FDR/TDR
Melting, Assaying & Refining of White Metal Appearing Like Silver of quantity 12 MT and Manufacturing of bars from refined silver.	Rs. 1000/-	Rs.5,00,000/-

3. Tender Schedule:

Date of Publishing of e.NIT	08.11.2024 at 2.30PM
Download Start Date	08.11.2024 from 3 PM onwards
Pre-Bid Conference	14.11.2024 at 12:00 Noon
Bid Submission Start Date	18.11.2024 from 12:00 Noon onwards
Bid submission End Date (Online)	28.11.2024 up to 2 PM
Date of Opening of Technical Bid (Online)	29.11.2024 at 3 PM
Date of Opening of Financial Bid (Online)	Shall be intimated subsequently to the technically qualified bidders only.

- In case of holiday the bids will be opened on the next working day. Further the price bids of only those tenderers shall be opened who qualify for the same after scrutiny of the documents in technical bid.
- The e-NIT available on SMVDSB's website www.maavaishnodevi.net is for reference only.
- SMVDSB will not be responsible for any delay in online submission of the bid due to any reason (Technical or otherwise).
- Conditional bids are liable to be rejected.

4. Scope of work

The successful bidder shall have to render following services of silver like white material of quantity 10-15 MT as and when referred by SMVDSB:

- a) Melting of the white metal appearing like silver and sampling before casting into bars (minimum 05 Kg).
- b) Assaying of melted bars with the drawn sample from respective melt lot.
- c) Refining of melted metal having silver content more than 10% into fine Silver Standard Bars of 999 fineness of about 15 Kgs
- d) Transportation of material from katra to the vendor's site and vice versa shall be in the scope of bidding firm.

5. Eligibility Criteria

- 5.1 The bidder should be BIS Licensed Refinery of Precious metals (Gold or Silver) or LBMA registered in India and must have a valid license for providing the services of melting / manufacturing / minting etc. w.r.t precious metal products.
- 5.2 The bidder should have a minimum of five years' experience in melting, refining and Manufacturing of silverbars.
- 5.3 The bidder should have an average Annual Turnover of Rs. 2.00 Crore during last three financial years. (turnover of sister concerns / subsidiaries shall not be considered).
- 5.4 The Bidder must have melting, assaying and refining capacity of minimum 500 kg per day each.
- 5.5 For qualifying the technical stage, bidder has to secure minimum **60 marks** out of **100 marks** as detailed here-under at **clause 8(i) of e-NIT**.
- 5.6 Bidder should not have been blacklisted by any Central/ State Government/ Public Sector Undertaking Govt. of India.
- 5.7 Bidder should not be involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this tender.
- 5.8 The bidder must attach/upload the copies of following with bid document, without which bid may lead to rejection:
 - 5.8.1 Pan Card
 - 5.8.2 Certificate of Incorporation
 - 5.8.3 GST Registration
 - 5.8.4 License for providing services of melting / manufacturing / minting etc. w.r.t precious metal products

- 5.8.5 BIS certificate/ LBMA registration certificate
- 5.8.6 Turnover figures on the company letter head duly certified by Chartered accountant
- 5.8.7 Income Tax Return, Balance Sheet, Profit & Loss Account for the last three financial years.
- 5.8.8 Experience certificate(s)
- 5.8.9 **Technical Bid:** The bidders shall submit the details mentioned in the Technical Bid document as per **Annexure – A**
- 5.8.10 **Declaration certificates:** Declaration on Non- Judicial Stamp paper of Rs 10.00 as per the guidelines provided in Annexure- “C” & “D” of this e-NIT.

6. Procedure for submission of tender:

Bidders are required to submit Bids in two parts viz. Technical Bid (Annexure-‘A’) and Financial Bid (refers to BoQ Online only) as per enclosed proforma along with supporting documents, application fee, EMD etc. The Tenderers are required to submit their tenders under 2 bid system with Cover-I (Technical Bid) and Cover-II (Price Bid).

A. Cover-I (Technical Bid)

(This cover shall contain):

- i) Annexure-‘A’ form duly filled along with relevant documentary proofs.
- ii) Scanned copies of EMD in shape of CDR / FDR pledged to FA/ Chief Accounts Officer, SMVDSB. Besides, the EMD in original shall be submitted alongwith the hardcopy of technical bid document.
- iii) Tender Fee of Rs. 1000/- either in the form of DD pledged to FA/ Chief Accounts Officer, SMVDSB Katra or transferred in the official account of Shri Mata Vaishno Devi Shrine Board, Branch J&K Bank Katra in Account No. 0235040500001804, IFSC – JAKA0KATTRA (“0” stands for ‘Zero’). The bidder shall mention UTR No. in the prescribed Technical Bid Form at **Annexure- ‘A’**.
- iv) Tender Document containing Instructions and Terms & Conditions, duly signed on each leaf by the Tenderer, along with documentary proof wherever required.

Note: Scanned Copies of all the Technical Bid documents have to be uploaded online without which the offer submitted by the firm shall not be considered.

B. Cover-II (Price Bid)

- i) The bidder shall have to quote the price as per BoQ & has to submit online in the form of BoQ only. **(Format as per Annexure–B)** Submission of the Hardcopy of the same tantamount to rejection of the bid submitted online.
- ii) Prices in price bid to be quoted all inclusive of GST/taxes.
- iii) The price bid should be absolute and unconditional.
- iv) Conditional bid shall be rejected.
- v) The price bids of only such bidders shall be opened, who qualify in the technical stage.
- vi) Price bids not conforming to above standards or suffering from any flaw shall be rejected.
- vii) Rates are required to be quoted strictly as per prescribed UOM mentioned in the BOQ.

7. Submission of Bids:

All the prospective bidders shall have to upload all the technical documents and financial offers on e-Tendering portal i.e. www.jktenders.gov.in. as per the schedule mentioned in the e-NIT. The bidders have to submit hardcopies of the uploaded technical bid documents by or before the due date. Submission of Hard copy of financial bid may leads to cancellation of the bid submitted online by the bidder. No claim/ query shall be entertained after opening of the online bid (Technical as well as Financial).

8. Selection Criteria

- i) In the first stage of evaluation, offer shall be rejected if found deficient as per the requirements of Tender / Bid document viz Tender Fee, EMD and other eligibility criteria. Only bids confirming to the e-NIT conditions shall be further taken up for evaluation. The technical bid(s) shall be evaluated on the following criteria:

S. No.	Particular	Criteria	Marks	Maximum Marks
1.	Average annual turnover	Above Rs. 5 Cr	40	40
		≥ 3 Cr ≤5 Cr	30	
		≥ 2 Cr <3 Cr	20	
2.	Experience of Silver Melting & Refining	Above 20 years	30	30
		≥ 10 ≤20 years	20	
		≥ 5 <10 years	10	
3.	Experience in Coin Manufacturing (Silver)	Above 20 years	30	30
		≥ 10 ≤20 years	20	
		≥ 5 <10 years	10	
Total Marks				100

- ii) For qualifying technical stage, the bidder has to secure at-least 60 marks out of 100 marks as per the criteria mentioned in the above table. The bidder qualifying the technical stage shall only be admitted in process of financial bid evaluation.

- iii) Financial bids of technically qualified bidders shall be opened and the L1 bidder shall be derived on the basis of applying the following formula:-

Formula:

$$L1 = \underbrace{(\text{Melting cost} \times 70\%)}_{\text{'a'}} \pm \underbrace{(\text{Assaying Cost} \times 10\%)}_{\text{'b'}} \pm \underbrace{(\text{Refining cost} \times 20\%)}_{\text{'c'}}$$

- a) 70% of Melting charges quoted in the Price Bid
b) 10% of Assaying charges quoted in the Price Bid
c) 20% of Refining charges quoted in the Price Bid.

L1= The lowest cumulative price offered by the vendor for melting, assaying, refining and converting into standard bars (A+B+C)

The lower

- iv) The bidder derived L1 shall be considered for the allotment of the contract. In-case of a tie in rates, the whole quantity will be splitted into two parts among the two L1 bidders for scope of works by placing two parallel contracts. However, when the number of L1 bidders become more than two, retendering process will be undertaken.

9. Pre-Bid Conference:

A pre-bid conference will be held on 14.11.2024 at 12:00 Noon at Conference Hall, Central Office, SMVDSB, Katra. In case, any of the prospective bidder(s) intends to join the pre-bid conference through online mode, they shall forward their request on the official e-mail ID cao@maavaishnodevi.net by or before 13.11.2024. Shrine Board reserves the right to modify the terms & conditions of e-NIT after the pre-bid conference in view of any practical modalities which may emerge during the pre-bid meeting.

10. Terms and Conditions

- 10.1 EMD of the successful bidder(s) shall be released after successful completion of contract/ agreement period. However, EMDs of unsuccessful bidders shall be released after allotment of contract to the successful bidder(s). Before concluding the process of technical bid, SMVDSB shall inspect melting, refining and minting units of the bidders mentioned in the tender document and the same shall also be included in the inspection report.
- 10.2 The successful bidder(s) shall execute an agreement with SMVDSB on Rs. 100/- Non-Judicial stamp paper. The successful bidder(s) shall have to accept the terms and conditions as rolled out in the agreement.
- 10.3 In addition to the EMD, the successful bidder(s) shall have to furnish a performance Guarantee in the form of Bank Guarantee (BG) equal to 100% value of the silver consignment supplied by SMVDSB for melting and refining at any given time. For calculation of the silver content in the metal appearing like silver supplied by SMVDSB for melting purity of 10% will be taken into consideration just for the purpose of calculating the BG value. **The BG in favour of SMVDSB shall be kept with SMVDSB till the successful completion of the contract period and can be extended if the contract extends.**
- 10.4 Any breach of contract / agreement / tender term / Job order shall be sufficient reason to invoke the BG without any intimation. Any loss incurred by SMVDSB shall be recovered from the value of the performance security / BG invoked, EMD and pending bills.
- 10.5 No advance payment will be made to the successful bidder for any of the work assigned by SMVDSB. The payments shall be released by SMVDSB against the bills received from the successful bidder after having completed the job to the satisfaction of SMVDSB.
- 10.6 The tentative purity percentage of the white metal is in the range of 1- 10 % during Random Purity analysis done through XRF spectrometer.

- 10.7 The process of melting shall be undertaken in presence of authorized representatives of SMVDSB and three dip samples shall be taken from each lot for testing the silver purity. The melted bars of each lot and the dip samples taken from the said lot must be identically marked. Out of the three samples, one sample shall be assayed by the L1 Bidder at his cost and expenses. 2nd sample will be sent to India Government Mint Hyderabad (IGMH) by SMVDSB for testing the purity. 3rd one shall be retained by SMVDSB. The purity report of the vendor will be accepted if the difference between vendor and IGMH will be within 0.5%, otherwise, the purity value declared by IGMH will be final and binding on the higher side of the assay value.
- 10.8 The Left-out residue, Slag (Nyara- un-melted impurities/metal present in white metal appearing like silver) collected during the process of melting shall be sealed & locked in boxes after weighing and properly documented and must be delivered to SMVDSB.
- 10.9 After melting the entire proposed quantity, the Process of refining shall be undertaken as per the finalized assaying report (refer 10.7).
- 10.10 Delivery of the raw metal to successful bidder and subsequently receipt of the melted /refined and fabricated material from the successful bidder.
- 10.11 The rates quoted shall be valid for a period of two year from the date of concluding this tender process and can be extended further / reduced at the sole discretion of SMVDSB.
- 10.12 Payments will be made on per KG of gross weight basis of the material issued for melting, refining and manufacturing.
- 10.13 Melting, refining and manufacturing of silver bars shall be done and completed within the specified period of time as indicated in the work order otherwise it will amount to breach of tender / contract / agreement terms.
- 10.14 SMVDSB and / or its nominated officers will be entitled to inspect the process of refining / manufacturing.
- 10.15 SMVDSB will be entitled to cancel the order and on such cancellation, Silver Supplied by SMVDSB for melting and refining shall be returned to SMVDSB, Katra. Successful bidder accepts that they shall not be entitled to any claim of damages and / or any other relief from SMVDSB.
- 10.16 Successful bidder shall undertake to reimburse and indemnify SMVDSB of all damages incurred by SMVDSB in case any third party to whom any refined silver is sold/ supplied by SMVDSB is found to be defective and / or has purity less than the declared.
- 10.17 Decision with respect to melting, refining and manufacturing of Silver bars at each stage shall rest with SMVDSB.
- 10.18 Quantity of Melting, Refining and manufacturing may vary as per decision of the SMVDSB.
- 10.19 In order to qualify for L1, the bidder has to furnish all the rates i.e. Melting, assaying, refining, manufacturing of bars.

- 10.20 SMVDSB reserve the right to cancel the Tender at any stage.
- 10.21 After the successful culmination of tender, if the approved firm refuses to comply with the rate approval order and subsequently the work orders on account of any reason, the same firm/firms shall be debarred from further dealing with the Board for a continuous period of 03 years and the stipulated EMD/BG of the firm shall be forfeited.
- 10.22 Conditional, illegible, ambiguous tender(s) received after the stipulated date and time shall be out rightly rejected. Furthermore, no increase in rates (of any sort) shall be entertained by Shrine Board during the contract period .
- 10.23 No other charges shall be paid to the Bidders other than the quoted rates.

11. Validity of Bid:

The offer shall remain valid and open for acceptance for a period of **90 days** from the date of opening of bid. If the tenderer withdraws his tender before the expiry of the said period or makes any modifications in the terms and conditions of the tender, the earnest money deposited by the tenderer shall be forfeited without any notice.

12. Completion of Work:

Time for execution of complete work upto manufacturing of Silver bars shall be within 120days from the date of issuance of work/job order from time to time.

13. Penalty:-

Penalty shall be imposed for delayed period as follows:-

- a) Upto 07 days @ 0.5 %
- b) From 8th day to 14th day @ 1%
- c) From 15th day to 21st day @ 1.5 %
- d) From 22nd day to 28th day @ 2%
- e) Beyond 28th day, the Contract shall be cancelled and BG shall be forfeited.

14. RIGHT RESERVED BY SMVDSB:

- a) The Shrine Board reserve the right to negotiate the quoted rates offered with the L-1 bidder or any of the other bidders on quality basis to ascertain the suitability of the offer for acceptance.
- b) SMVDSB reserves the right to allot contract to one or more bidders.
- c) SMVDSB reserves the right to give counter offer of the offered rates to the bidder other than the L1 bidder to bring them at the same rates as offered by the L1 bidder.
- d) SMVDSB reserves the right to reject any bid without assigning any reason.
- e) The Shrine Board reserves the right to reject, accept or prefer any tender in part or full at any stage if not in conformity to the specifications, terms & conditions mentioned in the e-NIT. Shrine Board also reserves the right to re-invite the tender at its sole discretion.
- f) The Shrine Board reserve the right to negotiate the quoted rates, terms and conditions with the lowest tenderer or any of the other tenderers on quality basis to ascertain the suitability of the acceptable offer.
- g) The Competent authority of SMVDB reserves the right to:-
 - i) To cancel/ terminate the e-NIT / supply order / letter of award (LOA) during the period of its validity without assigning any reason thereof.
 - ii) To forfeit the EMD/SD of defaulter supplier.
 - iii) Debarring any defaulter from any further dealing with Shrine Board.
 - iv) Grant of extension with or without imposing penalty, as deemed fit

15. Disqualification basis other than qualifying criteria:

Even though the Bidders meet the qualifying criteria, they are liable to be disqualified if they have:

- a) The participating Bidder shall be liable for disqualification if found that he has furnished misleading or false information or deliberately suppressed the information in the forms, statement and enclosures required in the Bid Document and have record of poor performance such as abandoning work, leaving Contract incomplete or financial failures / weaknesses etc.
- b) Made misleading or false representation in the forms, statements and attachments submitted in proof of the qualification requirements.
- c) Records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
- d) Banned by any Central/State Govt. Department/Public Sector Undertakings or Enterprises of Central/State Govt.
- e) Not attached all the supporting documents or not furnished the relevant details as per the prescribed format in the eNIT.
- f) Submitted any information, which found incorrect at the later stage, the Bidder/ Bidding Firm shall be liable to be debarred from further bidding in SMVDSB, and the Contract shall be cancelled by the competent authority of SMVDSB along with forfeiture of security amount.

16. Termination of Contract:

Either Party may terminate the Contract by giving 2 months notice. Further, the contract can also be terminated by SMVDSB at any time in case the services are not found "Satisfactory".

17. Arbitration:

All disputes and differences between the parties hereto shall be referred to the sole arbitration of the person to be nominated and appointed by the Chief Executive Officer, Shri Mata Vaishno Devi Shrine Board, whose decision shall be final and binding upon the parties to this agreement. The provision of The Arbitration and Conciliation Act, 1996 shall apply and seat of arbitration shall be at Jammu. Courts at Katra and Reasi only shall have the jurisdiction to entertain any legal proceeding arising out of this contract.

18. Force Majeure:

Any failure or omission to carry out the provisions of the order shall not give rise to any claim by one party against the other, if such failure or omission arises from an "Act of God" which shall include all acts of Natural Calamities such as fire, flood, earthquakes, hurricanes or any pestilences or from civil strikes, compliances with any statute or regulations of the Government lock outs and strikes, riots, embargoes or from any other reasons beyond the control of the parties including the war (Whether declared or not) Civil War or State of Insurrection.

19. Queries may be addressed to:

FA/ Chief Accounts Officer, SMVDSB
E-Mail: cao@maavaishnodevi.net
Contact No. 99060-77778

Sd/-
FA/ Chief Accounts Officer
S. M. V. D. Shrine Board, Katra



**Office of the Chief Executive Officer,
Shri Mata Vaishno Devi Shrine Board**
Central Office, Jammu Road, Katra (J&K) – 182301
Fax: +91-1991-232120
E-mail: cao@maavaishnodevi.net

Annexure-“A”

TECHNICAL – BID

(To be submitted on Company letter head)

Name of the Tenderer: _____

Detail of Tender Fee :

UTR No. _____ date _____ Amount _____

Detail of EMD :

EMD in the form of CDR/FDR/TDR No. _____, Amount: _____
Date: _____, Bank _____, Branch _____

S.No	Details	Details of enclosures
01	Name And Address of the Company/ firm / unit. Are you currently registered under the Indian Companies Act, 1956 or any other similar Act? Please attach certified copy of your registration status etc. a. BIS / LBMA Registration b. Please enclose a self-certified Copy of the Letter of incorporation. c. Please enclose a self-certified Copy of the address proof, Electricity or water bill of previous or current month. d. Please enclose a self-certified Copy of the license issued for melting, Manufacturing, minting etc. of silver / gold by the appropriate authority.	
02	Name & addresses of Proprietors/ Directors along with their Contact Numbers and e-mail addresses and copies of Pan cards. a. Please enclose Copy of the PAN cards of the proprietors / directors duly certified by the card holder	
03	PAN Card no of the Company/ firm / unit. a. Please enclose a self-certified copy of the company PAN card.	
04	GST no. of the Company/ firm / unit. a. Please enclose a self-certified copy of the GST registration Certificate.	
05	Turnover of last three years, i) 2021-22 = Rs. ii) 2022-23 = Rs. iii) 2023-24 =Rs. a. Please enclose the turnover details of last three years on the	

	company letter head, duly certified by your Chartered accountant.	
06	Details of experience in melting, refining and Manufacturing of Silver bars silver. a. List of Clients to whom said services have been provided, duly certified, may be enclosed. b. Self certified Copy of the job orders also be enclosed.	
07	Details of per day melting, converting of white metal appearing like silver into melted unrefined bricks, capacity, in Kgs, of plant / melting unit.	1. Silver ____Kgs
08	Details of per day refining, converting of unrefined bricks in to refined / fine silver bricks of 999 finesse, capacity, in Kgs, of plant / refining unit.	1. Silver ____Kgs
09	Details of per day Silver bars Manufacturing capacity, in Kgs, of minting plant / unit.	1. Silver ____Kgs

Note: Please ensure submission of the documents as asked / advised in this tender document.

Dated:
Place:

Authorized Signatory
Name of the Bidder
With seal and sign



**Office of the Chief Executive Officer,
Shri Mata Vaishno Devi Shrine Board**
Central Office, Jammu Road, Katra (J&K) – 182301
Fax: +91-1991-232120
E-mail: cao@maavaishnodevi.net

ANNEXURE- “B”

Financial Bid
(To be submitted online only)

Name of the Tenderer _____

Detail of Tender Fee :

UTR No. _____ date _____ Amount _____

Detail of EMD :

EMD in the form of CDR/FDR/TDR No. _____, Amount: _____

Date: _____, Bank _____, Branch _____

To,

The Chief Executive Officer,
Shri Mata Vaishno Devi Shrine Board, Katra.

Sir,

I _____ from M/s _____ hereby submit my tender for providing the services of **Melting & Refining of White Metal Appearing Like Silver and Manufacturing of Silver bars to SMVDSB** of following items :-

S. No.	Description of item	UOM	NET Rate in Rs. (Inclusive of GST and other taxes)
1	Silver Melting Charges	Kg	
2	Assaying Charges	Kg	
3	Silver Refining Charges Standard and Bar manufacturing cost	Kg	

I further affirm that I have read and fully understood the tender notice and agree to abide by all terms and conditions laid in the e.NIT, which are being signed in token of my acceptance. In case, I fail to abide-by the conditions or to carry on the contract to the entire satisfaction of the Shrine Board. I will be liable to the penalties under rules mentioned in the terms and conditions.

Yours faithfully,

Signature _____
M/s _____
Name of the Contact Person: _____
Contact No: _____
E-mail Id: _____



**Office of the Chief Executive Officer,
Shri Mata Vaishno Devi Shrine Board**
Central Office, Jammu Road, Katra (J&K) – 182301
Fax: +91-1991-232120
E-mail: cao@maavaishnodevi.net

ANNEXURE- “C”

**DECLARATION REGARDING BLACKLISTING/ NON-BLACKLISTING FROM
TAKING PART IN GOVT.TENDER**

**(Recommended to be executed on Rs.10/- Stamp paper &attested by Public
Notary/Executive Magistrate by the bidder)**

I/We Director(s)/Authorized Signatory of of M/S _____ hereby declare
that the Company has not been blacklisted or debarred in the past by

Ministry of Commerce & Industry or any other Government Department/Organization/Under
Taking from taking part in Government tenders.

Or

I / We Director(s) of M/S. ----- hereby declare that the Company
namely M/S.- -----was blacklisted or
debarred Ministry of Commerce & Industry or any other Government Department from
taking part in Government tenders for a period of ----- years w.e.f.----- . The
period is over on -----and now the company is entitled to take part in Government
tenders.

In case the above information found false I/We are fully aware that the tender/ contract will
be rejected/cancelled by SMVDSB, and EMD/SD shall be forfeited.

In addition to the above, SMVDSB will not be responsible to pay the bills for any completed /
partially completed work.

SIGNATURE OF THE BIDDER WITH SEAL



SHRI MATA VAISHNO DEVI SHRINE BOARD,

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

Fax: +91-1991-232120

E-mail: cao@maavaishnodevi.net

Annexure-“D”

DECLARATION REGARDING ACCEPTANCE TO TERMS & CONDITIONS OF THE TENDER

1. I/We, Director/authorized signatory of the Company M/s _____, is competent to sign this declaration and execute this tender document.
2. I have carefully read understood and accept all the terms and conditions of the tender and undertake to abide by them.
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
4. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

SIGNATURE OF THE BIDDER WITH SEAL

Important Instructions to the Tenderer(s):-

- a)** Each specification must be quoted in the same format and order of sequence as mentioned in the tender document and specify/indicate the verification document from the product data sheet against each column.
- b)** When required information other than those in the data sheets should be provided as a separate document and should refer to the specific sections being addressed.
- c)** When standard vendor data sheet disagrees with bid, clarifications should accompany necessarily.
- d)** In absence of data sheet provided by the tenderer(s), the decision of the technical committee shall be final and binding on the tenderer(s).
- e)** Representation, if any, related to financial bid(s) shall have to be made within 10 days from the date of opening of financial bids and thereafter no representation whatsoever shall be considered.
- f)** The tenderer(s) shall be bound to provide benchmark supply order copy of institutions if asked by SMVDSB.
- g)** If at any stage, any dispute arises between the tenderer(s) and **SMVDSB**, the terms and conditions of the NIT shall prevail over the offer of the tenderer. Further the tenderer submitting his tender would be deemed to have considered and accepted all the terms and conditions. No enquiries (verbal or written) shall be entertained in respect of acceptance or rejection of the tender.
- h)** In no case plea of discontinuation of the quoted/approved item(s) or any other issues with regard to quality controls etc. shall be accepted & therefore the participating companies are advised to ensure quoting of such item(s) only which are of standard quality & those which are not likely to be discontinued till the currency of the contract.