



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

**Request for Inviting Quotation**

**No. CO/Pur/NE/70-III/8487**

**Dated: -08.03.2025**

Shrine Board intends to procure **Soya Refined and Mustard Oil** of following approved brands as per detail mentioned below:-

S.No.	Particulars	Packaging	Quantity (in Nos.)	Brands
1.	Mustard Oil	15 Ltr (Tin packing)	500	i. Fortune ii. Nature Fresh
2.	Mustard Oil	1 Ltr (Btl packing)	3600	iii. P. Mark iv. Reliance v. Fresh & Pure vi. Patanjali vii. Rajdhani
3.	Soya Refined Oil	15 Ltr (Tin packing)	500	i. Nature Fresh ii. Fortune iii. P.Mark iv. Sohna v. Rajdhani

Interested firms may send their quotation to Purchase Section, Central Office, Shri Mata Vaishno Devi Shrine Board, Katra giving full details viz. price, 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 services or can be personally submitted to this office by or before **15.03.2025 upto 05:00PM** positively. Following particulars must be mentioned on the envelope containing quotation: -

<b><u>RFIQ- Mustard Oil/ Refined Oil</u></b>	
<b>NOT TO BE OPENED BEFORE</b>	<b>15.03.2025 upto 05:00PM</b>
<b>RFIQ No. CO/Pur/NE/70-III/8487</b>	<b>Dated: 08.03.2025</b>

**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 of 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. Participating firm has to deposit the Earnest Money in the shape of CDR/FDR amounting to Rs. 53,000/- (Rupees Fifty Three Thousand only) pledged to FA/CAO, SMVDSB, Katra or transfer the amount through NEFT in the official account of SMVDSB Account No. 0235040500001804, IFSC - JAKA0KATTRA ("0" Zero).

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 be appreciated.
8. **The payment shall be made after receipt and proper inspection of each consignment of the material within a period of 20 days from the date of issuance of GR.**
9. **PENALTY:** Following penalties shall be imposed for delay beyond the specified period:-
  - a) upto 7 days @ 0.5%
  - b) From 8<sup>th</sup> day to 15<sup>th</sup> day @ 1%
  - c) From 16<sup>th</sup> day to 22<sup>nd</sup> day @ 1.5% and
  - d) From 23<sup>rd</sup> day to 30<sup>th</sup> 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)
10. 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 three year.
  11. 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.
  12. 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**