



**OFFICE OF THE CHIEF EXECUTIVE OFFICER  
SHRI MATA VAISHNO DEVI SHRINE BOARD, KATRA**

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

e-mail: [purchase\\_sec@maavaishnodevi.net](mailto:purchase_sec@maavaishnodevi.net), [aceov@maavaishnodevi.net](mailto:aceov@maavaishnodevi.net)

No.: CO/Pur/Electrical/68-IV/194

Dated: 21.04.2025

**Request for Inviting Quotations (RFIQ)**

For and on behalf of Shri Mata Vaishno Devi Shrine Board; through Chief Executive Officer (herein after referred as SMVDSB), offers are hereby invited from **reputed manufacturers / distributors / dealers / suppliers** for furnishing the rates for Supply and Installation of following material:

Description of Item (Supply & Installation)	Specification	Req. Qty.
SS Dining Table with Six Folding Stools	5' x 2'6" +13"+13"x30"	10 nos.

**Terms and conditions:**

- Validity:**  
The validity of quotation should be 30 days from the last date prescribed for submission.
- Rates:**
  - The rates should be NET inclusive of GST, loading, unloading, labour charges, toll tax, freight and other taxes / charges and F.O.R. Engineering Store, Banganga and installation at SITE.
  - The participating firms are advised to quote NET rates (per piece) inclusive of all taxes and installation at SITE. (Rates excluding GST and Ex-Shop shall not be considered even after opening of the quotation).
- Delivery:**  
The delivery period shall be **30 days** from the issuance of Purchase Order. Before participating, the competing firm must ensure that it has the capacity to meet the delivery period criteria. The Shrine Board may or may not extend the delivery period.
- Earnest Money Deposit (EMD):**  
Participating firm has to submit Earnest Money Deposit in the shape of CDR/FDR amounting to **Rs. 5,000/- (Rupees Five 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). The EMD shall be returned to all un-successful bidders after the issuance of Purchase Order. However, the EMD of the successful bidder (s) shall be retained as Security Deposit.
- 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 out-rightly.
- The quotation will be considered of only those firms who had submitted requisite EMD.

7. **Release of EMD of successful bidder:**

EMD will be released after all contractual obligations by the supplier are over. The same can be withheld / forfeited, in full, or in part, in case the supply order is not executed satisfactorily, within the stipulated period as per the terms & conditions.

8. The conditional, illegible, ambiguous quotation (s) and quotation (s) received after the stipulated date and time shall be out rightly rejected.

9. The Board reserves the right to establish reasonability of rates, to negotiate with the L-1 bidder for each item or to bifurcate the Purchase Order amongst more than one bidder (on L-1/negotiated rates).

10. The material shall be supplied strictly as per the required specifications.

11. **Warranty:**

The participating firms shall provide Warranty of atleast 01 year of required material. The successful firm(s) shall submit the Warranty Certificates at the time of supply at Engg. Store, Banganga.

12. **INSPECTION / LIFTING BACK OF REJECTED SUPPLIES:**

a. 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.

b. 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 shall be imposed against the supplier for a period of one week. The penalty amount shall get doubled for each subsequent week and the rejected material in the stores shall be at the risk of the firm. Beyond one month the material shall be auctioned and storage charges shall be recovered from the supplier @2% per day. The amount acquired on account of auctioning shall be deposited to SMVDSB Account.

13. **Penalty:** Following penalties (calculated on the value of unsupplied material) shall be imposed for delay beyond the prescribed delivery period, unless exempted by the competent authority for valid reasons to be brought on record.

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% shall be imposed on each pending item as per the approved rate/quantity mention in the purchase order of the value of the pending supplies.

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.

**Note:** 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).

14. **Debarring:**

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 the EMD of the firm shall be forfeited without any communication.

15. **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, pandemics 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.

16. All disputes arising hereto are subject to Jurisdiction of the Courts of Law at Katra / Reasi.

17. **Payment:**

No Advance payment shall be made. The payment shall be made after receipt and inspection / acceptance of complete material against a Purchase Order, at the Engineering Store, Banganga within a period of 20 days from the date of issuance of GR.

18. The successful firm is responsible for supplying genuine / original quality material to SMVDSB. Any deviation from the same leads to the rejection of the supplied material alongwith forfeiting of EMD, if any, and debarring from any further dealing with SMVDSB.

19. **Location for Installation:**

<b><u>Description of items</u></b>	<b><u>SITE for Installation</u></b>
SS Dining Table with Six Folding Stools	Bhairon Ji

20. **Rights reserved by SMVDSB:**

The Competent authority of SMVDSB reserves the right:

- i. To cancel/ terminate the RFIQ / Purchase Order during the period of its validity without assigning any reason thereof.
- ii. To forfeit the CDR/FDR of defaulter supplier.
- iii. Debarring any defaulter firm from any further dealing with Shrine Board for a period of three years.
- iv. Grant of extension with or without imposing penalty, as deemed fit.
- v. To split the demand among two or more firms.
- vi. To visit the premises of the bidder to verify the production capacity of the bidder / quality of products.

21. This is just a RFIQ and not a Purchase Order.

22. The broad terms and conditions have been included. However, other standard terms and conditions of supply may be incorporated in the Purchase Order to be issued in due course.

23. **Procedure for submission of Bid:**

The firm shall submit the Price Bid on their letter head as per Annexure "A", in a sealed envelope super-scribed "**QUOTATION FOR SUPPLY OF SS Dining Table with Six Folding Stools against RFIQ No. CO/Pur/Electrical/68-IV/194 dated 21.04.2025**" which shall contain all relevant details along with requisite Earnest Money Deposit.

24. All such offers, along with the terms and conditions duly signed, and enveloped as described above, must be submitted in person in the office of the SMVDSB, Katra by 3:00 PM (1500 hrs) on **30.04.2025**. Alternatively the sealed offer may be sent by Registered Post /Speed Post/ Courier addressed to the office of the Chief Executive Officer, Central Office, Jammu Road, Katra (J&K) - 182301 so as to reach by 3:00 PM (1500 hrs) on **30.04.2025**. The offer(s) received after the due date and time shall not be considered under any circumstance.
25. The quotations shall be opened by the Committee, at the Office of Chief Executive Officer, SMVDSB, Katra in the presence of the bidders who may choose to be present.
26. The Shrine Board shall not be responsible for any postal delay. Any conditional offer OR offers which are not appropriately sealed as per the format, as explained above, OR offers received after the stipulated date and time, shall not be entertained. Any cutting or overwriting in the Documents will also make the bid liable for rejection.

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

**Seal and Sign of the firm**

**Please read terms & conditions carefully before submitting the quotation**

Annexure – “A”

**(On the letter head of the firm)**

**PRICE BID**

To,

**The Asstt. Chief Executive Officer (VB),  
Shri Mata Vaishno Devi Shrine Board, Katra.**

**Subject: Quotation for Supply & Installation of SS Dining Table with Six Folding Stools at SITE**

**RFIQ No: CO/Pur/Electrical/68-IV/194 Dated: 21.04.2025**

Sir,

I, \_\_\_\_\_ representative / proprietor from M/s \_\_\_\_\_ hereby submit my following rates as per the specification / UOM / requirement of Shrine Board, NET rates inclusive of GST, freight, loading / unloading, toll tax and other taxes / charges, FOR, Supply and Installation at SITE:-

Description of items	Qty.	Warranty (in yrs.)	Net rate per pc inclusive of GST, Supply and Installation at SITE
SS Dining Table with Six Folding Stools Size: 5' x 2'6" +13"+13"x30"	10 no.		each

Notwithstanding anything mentioned in our price bid, we hereby accept all the terms and conditions mentioned in the RFIQ which are being signed in token of my acceptance. We hereby undertake and confirm that I/we have understood the specifications properly and shall deliver the material as per the required specifications to SMVDSB.

I further affirm that 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 faithfully,

Seal & Signature \_\_\_\_\_ M/s \_\_\_\_\_

Full Address \_\_\_\_\_ Contact Person: \_\_\_\_\_

Contact No: \_\_\_\_\_ E-mail Id: \_\_\_\_\_

**\*The price to be quoted / offered on the letter head of the firm only as per the price bid format.\***