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

Central Office, Jammu Road, Katra (J&K) - 182301 Fax: +91- 1991-232120 Tel.: +91-1991-232189
e-**mail: nes_purchase@maavaishnodevi.net, purchase_sec@maavaishnodevi.net, aceog@maavaishnodevi.net**

No. Co/Pur/NE/72/1547 **Dated: 17.07.2026**

Request for Inviting Quotations (RFIQ)

Shrine Board is interested in purchasing of Sanitation Items from manufactures / distributors / suppliers of reputed brands for the supply of Sanitation items (Steel Wool, Soap Liquid etc.) as per the specifications mentioned below over a period of 01 year.

S. No.	Description of items	Tentative annual Quantity	NET Rate per Unit Inclusive of GST. Other taxes and F.O.R Non-Engineering Store, Banganga, Katra
1.	Steel Wool - Scotch Brite	6600 Nos.	
2.	Soap Liquid in 1 Ltrs packing (for dispenser) - Dettol	170 Ltrs.	
3.	Brush Flat 15" Long with 6½". Brush (Best quality / Reputed Brand)	2000 Nos.	
4.	Kala Hit (400 ML) – Godrej	60 Nos.	
5.	Lal Hit (400 ML) – Godrej	60 Nos.	

Terms and conditions:

1. **Documents to be submitted alongwith offer:**
   The interested bidder(s) may submit their offers alongwith following supporting documents:
   i) Authorized Dealer / Distributors certificate (if any).
   ii) GST Certificate.
   iii) Pan Card.
   iv) List of items to be offered.

2. **Validity:**
   I. The validity of quotation should be 30 days from the last date prescribed for submission.
   II. The period of currency of rate contract shall be **one year** from the date of issuance of 1st Purchase Order. The Rate approval order may be **extended by another 06 months** on the same rates, terms and conditions, subject to satisfactory supply during currency of contract and mutual consent of buyer / seller.

3. **Rates**:
   The rates quoted must be F.O.R. Non Engineering Store, Banganga (Katra) and inclusive of GST/ all other taxes / costs.

4. **Delivery :**
   The delivery period shall be **20 Days** from the issuance of each 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.

5. **EMD:** Participating firm has to deposit the Earnest Money 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 online mode (NEFT / IMPS / RTGS) in the official account of SMVDSB.
   Account No. **0097010100000706**.
   Type of Account: **SB**.
   Banker: **Jammu and Kashmir Bank Ltd**.
   Branch: **Main Branch Katra**.
   IFSC - **JAKA0KATTRA ("0" Zero).**
   Title of A/c: **Shri Mata Vaishno Devi Shrine Board**

6. The EMD of un-successful shall be released on conclusion of RFIQ while EMD of successful bidder(s) shall be released after the successful expiry of Rate Contract Period.
7. The quotation will be considered of only those firms who had submitted requisite EMD.

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

9. Successful bidders shall submit warranty / guarantee certificate where ever applicable at the time of delivery

10. **Selection Process:** The samples submitted by interested bidders shall be shortlisted in the technical stage itself i.e prior to opening of 'Price bids'. The sample short listing shall be done by a committee based on collective wisdom of members and the Committee's decision in this regard shall be final and binding upon bidding firms. This shall be followed by financial evaluation wherein the L1 firm will be selected out of the shortlisted samples.

11. The supplied material shall have to be strictly as per the approved Brands / specifications.

12. **Inspection/Rejection of the material:-**
    a. The material supplied shall be checked / inspected by the quality cell /inspection team of Shrine Board. If found of inferior quality/defective, the same shall be rejected.
    b. In case the supplies are rejected, same shall be lifted back by the supplier within 07 days from the date of intimation by this office, failing which penalty @ 2% of total value of rejected supplies 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.

I. upto 7 days @ 0.5%
II. From 8th day to 15th day @ 1%
III. From 16th day to 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 purchase order of the value of the pending supplies.

V. 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. 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.

15. All disputes arising hereto are subject to Jurisdiction of the Courts of Law at Katra.

16. 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 Non Engineering Store, Banganga within 20 days from issuance of G.R.

17. The Competent authority of SMVDB reserves the right:

a) The Board reserves the right to establish reasonability of rates, to negotiate with the successful bidder for each item or to bifurcate the Rate Contract amongst more than one bidder.
b) To cancel/ terminate the RFIQ / Purchase Order during the period of its validity without assigning any reason thereof.
c) To forfeit the EMD / Security Deposit of defaulter supplier.
d) Debarring any defaulter firm from any further dealing with Shrine Board for a period of Three years.
e) Grant of extension with or without imposing penalty, as deemed fit.

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

19. The broad terms and conditions have been included. However, other standard terms and conditions of contract/supply may be incorporated in the Rate Contract and Purchase Orders to be issued in due course.

20. **Procedure for submission of Bid**:
The firm shall submit the Bid on their letter head in a sealed envelope super-scribed **"QUOTATION FOR SUPPLY OF 'Sanitation Items (Steel Wool, Soap Liquid etc.)' AGAINST RFIQ NO. CO/Pur/NE/72/1547 DATED: 17.07.2026** which shall contain quotation along with requisite Earnest Money Deposit.

21. 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 **24.07.2026.** 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 **24.07.2026**. The offer(s) received after the due date and time shall not be considered under any circumstance.

22. The Shrine Board shall not be responsible for any postal delay. Any conditional offer OR offers which are not appropriately sealed in the signal-bid 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.

Queries may be addressed to:
Asstt. Chief Executive Officer (G), SMVDSB
E-Mail: aceog@maavaishnodevi.net, nes_purchase@maavaishnodevi.net

Sd/-
(Dr. Gopal K Sharma),
Asstt. Chief Executive Officer
SMVD Shrine Board, Katra

Seal and Signature of the firm