



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

Central Office, Jammu Road, Katra (J&K) - 182301
e-mail: nes_purchase@maavaishnodevi.net, purchase_sec@maavaishnodevi.net,
aceog@maavaishnodevi.net

No. CO/Pur/NE/660/2581

Dated: 05.10.2026

Request for Inviting Quotations (RFIQ)

Shrine Board is interested in purchasing of Plastic Product from manufactures / distributors / suppliers of reputed brands as per the specifications along with images of the items mentioned in Annexure – “A” over a period of 01 year.

S. No.	Description of Item	Brand/ Quality	Approx one year Quantity Required (Nos.)
1	Plastic Scrubber	Reputed Brand / Best quality	1500
2	Jug Plastic Transparent (2 Ltr. Capacity)		590
3	Mug Plastic Transparent (1 Ltr capacity)		1950
4	Bucket Plastic Transparent Heavy Duty (20 ltrs)		330
5	Dustbin Plastic Small without Lid (size 10” Height x Top 10” Dia first quality virgin plastic)		124
6	Dustbin Plastic Small with Lid (size 10” Height x Top 10” Dia first quality virgin plastic)		50
7	Dust Pan		50
8	Plastic Chair (Heavy duty without Arms with Web design)		50

Terms and conditions:

1. Documents to be submitted alongwith offer:

The interested bidder(s) may submit their offers alongwith following supporting documents:

- Authorized manufacturer / distributor / dealer certificate (if any) must be submitted along with the quotation.
- GST Certificate.
- Pan Card.
- List of items to be offered.

2. Submission of Samples

Prospective bidders shall submit samples of each of the items offered along with their quotations. The samples shall be of reputed brands and of the best quality. Quotations submitted without the requisite samples shall be summarily rejected.

Each sample shall be evaluated on the basis of quality, and only the financial bids of those bidders whose samples are shortlisted shall be opened for further evaluation.

The samples submitted by the successful firm(s) shall be retained by the Shrine Board. Samples submitted by unsuccessful bidders shall be collected by them within 10 days of verbal or written intimation. In the event of failure to collect the samples within the stipulated period, the Shrine Board reserves the right to dispose of the same in any manner deemed appropriate.

3. **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.

4. **Rates:**

The rate should be net inclusive of GST as admissible under rule all other taxes, and F.O.R. Non Engineering Store, Banganga (Katra).

5. **EMD:**

Participating firm has to deposit the Earnest Money in the shape of CDR/FDR amounting to Rs. 10,000/- (Rupees Ten 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. **Delivery :**

The material shall have to be delivered at Non-Engineering Stores, Banganga (Katra) within a period of 20 days positively from the date of issuance of each PO issued during the Rate Contract Period. However, an early supply shall be highly appreciated.

10. **Penalty:** Following quantum of penalties (calculated on the amount of pending supplies) shall be imposed in case of delay in making the supply of goods vis-à-vis the permissible delivery period:-

- i) Upto 10 days @ 1.00%
- ii) From 11 days to 20 days @ 2%
- iii) From 21 days to 30 days @ 3.00%

- iv) After 30 days of delay, the PO shall be deemed to have been cancelled to the extent of unsupplied material and the deficit material shall be procured from alternate sources at risk and cost of vendor.

Note: Despite cancellation of Purchase Order as stated above; for any valid reason, the Competent Authority may grant extension in the delivery period after imposing a penalty of 1% for each 10 days of delay. **Further, the imposition of penalty shall be the sole discretion of competent authority who; if satisfied with the reasonableness of the cause of delay, may allow extension even without imposing the penalty.**

11. The quantities mentioned in the format are indicative in nature and can be increased / decreased substantively according to the requirement of SMVDSB.
12. The supplied material shall have to be strictly as per the approved Brands / specifications.
13. Shrine Board Reserves the right to split the demand among one or more firms.

14. Inspection/Rejection of the material:

1. 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.
2. 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.

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.
17. 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.

18. 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.
- f) This is just a RFIQ and not a Purchase Order.

19. Procedure for submission of Bid:

The firm shall submit the Bid on their letter head in the annexure as “A” .

In a sealed envelope super-scribed “**QUOTATION FOR SUPPLY OF PLASTIC PRODUCT**” **AGAINST RFIQ NO. CO/Pur/NE/660/2581 DATED: 05.10.2026** which shall contain quotation along with requisite Earnest Money Deposit. The samples shall also have to be deposited in the Purchase Section before the last date prescribed for bid submission.

- 20.** 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 **12.10.2026**. 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 **12 .10 .2026**. The offer(s) received after the due date and time shall not be considered under any circumstance.
- 21.** The Shrine Board shall not be responsible for any postal delay. Any conditional offer OR offers which are not appropriately sealed in the single-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

PRICE BID
(on the letter head of the firm)

To,

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

Subject: Quotation for Plastic Product.

RFIQ No. No.: CO/Pur/NE/660/2581

Dated: 05.10.2026

Sir,

I, _____ representative / proprietor of
M/s _____ hereby submit my following rates as per the specification /
UOM / requirement of Shrine Board, **NET rates inclusive of GST, freight, loading and other
taxes / charges F.O.R. Non-Engineering Store, Banganga, Katra:-**

S. No.	Description of items	Brand / Quality	NET Rate inclusive of GST, other taxes and F.O.R. Non-Engineering Store Banganga Katra	Reference Image
1	Plastic Scrubber (Best Quality with High density)	Branded / Best Quality with High density		
2	Jug Plastic Transparent (2 Ltr. Capacity)	Cello, Milton, Supreme, Vectus Nilkamal, Aristo & other reputed brand.		
3	Mug Plastic Transparent (1 Ltr capacity)			
4	Bucket Plastic Transparent Heavy Duty (20 ltrs)			
5	Dustbin Plastic Small without Lid (size 10" Height x Top 10" Dia first quality virgin plastic)			
6	Dustbin Plastic Small with Lid (size 10" Height x Top 10" Dia first quality virgin plastic)			
7	Dust Pan			

8	Plastic Chair (Heavy duty without Arms with Web design) • Height 805 MM (Approx) • Width 510 MM (Approx) • Depth 525 MM (Approx)			
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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 supply the material as per the required / higher specifications to SMVDSB.

I further confirm 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.

Seal & Signature _____

M/s _____

Contact Person: _____

Contact Number: _____

E-mail ID: _____

Please read all the contents of the RFIQ before the submission of the quotation

Annexure-"B"

UNDERTAKING

It is certified that the products offered by us are in 100% compliance to the specifications prescribed in the RFIQ No. CO/Pur/NE/660/2581 DT: 05.10.2026. Further, our firm shall supply the same product as offered by us, if we emerge as "successful bidder".

Seal and signatures of the bidder