



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

No.CO/Pur/Civil/2020/166/2108

Dated: 31.07.2024

REQUEST FOR INVITING QUOTATION

SMVDSB invites sealed quotations (on the letter head of the firm) from reputed manufacturers / distributors / dealers / suppliers for furnishing the rates in respect of the following Civil Material:

| S. No. | Description of item | Tentative Req. Qty. |
|--------|--|---------------------|
| 1. | Wall Tile 1 ft X 2 ft (CERA / Somany / Kajaria / Rak / Johnson) | 2,000 sft |
| 2. | Concrete Chequered Tile (Red) Outdoor size 1ft. x1ft. (20-25mm thick) | 200 sft |
| 3. | Concrete Chequered Tile (Grey) Outdoor size 1ft x 1ft (20-25mm thick) | 500 sft |

Interested firms can send their sealed quotation along with relevant documents for the supply of the same giving full details in sealed cover viz. Net price (inclusive of GST & other taxes, F.O.R. Engineering Store, Banganga, Katra), payment terms, Catalogues / Cat No., delivery schedule and other conditions of sale including special discount to SMVDSB.

The quotation addressed to Dy. Chief Executive Officer (V), Shri Mata Vaishno Devi Shrine Board, Central Office, Katra should reach through Speed Post / Registered Post / reputed courier or be personally handed over to the Purchase Section **by or before 06.08.2024 upto 02:00 PM positively.**

Following particulars must be mentioned on the envelope containing your quotation:-

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| <p><u>RFIQ – Supply of Tiles</u></p> <p>RFIQ No: CO/Pur/Civil/2020/166/2108 ___ dated: 31.07.2024</p> |
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Terms and Conditions:

1. This is just a RFIQ and not a Purchase Order.
2. Donations to Shri Mata Vaishno Devi Shrine Board, Katra are exempted from Income Tax under Section 80-G of the Income Tax Act.
3. Rates should be NET inclusive of GST, loading, unloading, freight, toll tax etc., having special discount to SMVDSB and the same shall be delivered at Engg. Store, Banganga, Katra within the time period mentioned in the subsequent purchase orders.
4. The prospective bidders shall send their sealed quotations by or before 06.08.2024 upto 02:00PM, quotations after due date and time shall not be accepted.
5. The rate should be valid for a period of 45 days from the date of issuance of 1st Purchase Order.
6. No escalation in the basic rate of item shall be allowed by SMVDSB during currency of Contract. If the rate of GST is increased/ decreased or a new tax is introduced or an existing tax is abolished or any change in interpretation or application of any tax occurs in the course of performance/evaluation of contract, which was or will be assessed on the bidder in connection with the performance of the contract, an equitable adjustment of the contract price shall be made to fully take into account any such change by addition to the contract price or deduction there from as the case may be.
7. THE RATES SHOULD STRICTLY BE QUOTED ON THE LETTER HEAD AS PER THE SPECIFICATION / UOM / REQUIREMENT OF SMVDSB. ANY DEVIATION FROM THE SAME SHALL TANTAMOUNT TO REJECTION OF THE OFFER / RATES QUOTED BY YOU.

Seal & Signature of the bidder

8. The participating firms are advised to quote NET rates (per piece) inclusive of all taxes and FOR Engineering Store, Banganga, Katra. (Rates excluding GST and Ex-Shop shall not be considered even after opening of the quotation).
9. Kindly quote your rates as per the "UOM (unit of measurement)", requirement & specification of the Shrine Board.
10. The material to be supplied should be from the brands / make / specifications mentioned in the RFIQ. No change in the Brand / Make shall be accepted even after issuance of Rate Approval / Purchase Order. Any change in the Brand / Make shall outrightly be rejected. Kindly note that the ISI is not a brand / make of the product.
11. Certification w.r.t. to the Authorized manufacturer / distributor / dealer, if any, must be enclosed without which the offer submitted by the participating bidder/firm shall not be considered.
12. The supplier has to mention the price of the material, CGST & SGST separately while raising the bills of supplies.
13. The supplier shall have to mention the GST No. (01AAETS9822J1ZC) of SMVDSB while raising their bill of supplies. While filling GSTR-I, the supplier shall classify the supply / service made to Shrine Board under Business to Business (B to B) Sales. The successful bidder shall also mention six digit HSN code of the material to be supplied. In case the successful bidder doesn't upload / mention the bill under B to B, the GST amount levied in the bill shall not be paid.
14. The supplier shall file GSTR1 and 3B within the due dates prescribed under the CGST / SGST ACT 2017 so as to enable SMVDSB to claim timely input credit. In case of default, Interest @ 2% per-month of tax amount shall be charged and recovered from the defaulting supplier.
15. In case the successful bidder is filling GST return on quarterly basis he must file the Invoice Furnishing Facility (IFF) on monthly basis for Bills to Shrine Board.
16. No Advance payment shall be made. The payment shall be released through Accounts Section, SMVDSB after receipt of GR, Invoice and requisite documents in the concerned section.
17. **SAMPLES:**
One Sample in respect of Tiles to be submitted alongwith the sealed quotation without which the same liable to be rejected even after opening.
18. **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 of the total value of the rejected supplied as may be deem fit to the authority shall be levied.
 - c. Beyond one month the material shall be auctioned without any communication storage charges @2% per day of the total value of the Purchase /Supply Order shall be deducted from any pending payment of the supplier.
19. **Penalty:**
 - a. In case the material is not delivered within the delivery period, the supplier is liable to penalty for the delay i.e. i) upto 07 days @ 0.5% ii) from 8th day upto 15th day @ 1% iii) from 16th day upto 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 PO of the value of the pending supplies. Further delay shall attract an additional penalty @1% every 10th day.
 - b. In case of incomplete supply, an amount equal to 2% of the total value of non supplied materials shall be deducted from any pending payment of the supplier.

Seal & Signature of the bidder

20. **Debarring**

If the successful bidder / supplier/firm fails to comply with the terms and conditions of the RFIQ after successful culmination of the RFIQ and placing of Rate Approval / purchase / supply order, the firm shall be debarred from further dealing with SMVDSB for a period of 03 years and the EMD, if any, of the firm shall be forfeited without any communication.

21. SMVDSB reserves the right to reject, accept or prefer any quotation in part or full without assigning any reason whatsoever at any stage. Shrine Board also reserves the right to re-invite the quotations at its sole discretion.
22. Shrine Board Reserves the right to cancel the RFIQ without any prior notice.
23. SMVDSB reserves the right to negotiate the quoted rates, terms and conditions with the lowest bidder or any of the other bidder on quality basis to ascertain the suitability of the acceptable offer.
24. SMVDSB reserves the right to procure the material on Quality Basis.
25. SMVDSB reserves the right to split the demand among one or more firms on the L-1 / approved rates.
26. Standard Terms and Conditions shall also be incorporated in the PO to be issued in favour of the successful bidder/firm.
27. Conditional, illegible, ambiguous quotation(s) and quotation(s) received after the stipulated date and time shall be out rightly rejected.

Sd/-
(Vishavjeet Singh), JKAS
Dy. Chief Executive Officer,
S.M.V.D. Shrine Board, Katra

Seal & Signature of the bidder

Note:

- **Please read the terms and conditions before submitting the quotations.**
- **Mention the brand / make of the material to be supplied without which the rates offered shall not be considered.**

PRICE BID

(on the letter head of the firm)

To,

The Dy. Chief Executive Officer (V),
Shri Mata Vaishno Devi Shrine Board,
Katra.

Subject: Quotation for the Supply of Tiles

Ref. No.: RFIQ no: CO/Pur/Civil/2020/166/2108 Dated: 31.07.2024

Sir,

I, _____ representative / proprietor from M/s _____
_____ hereby submit my following rates for the supply of Tiles as per the
requirement of Shrine Board, **NET rates inclusive of GST and all expenses to SMVDSB,
F.O.R. Engineering Store, Banganga, Katra:-**

| S. No. | Description of the item | Req. Qty. | Brand / Make offered | NET Rate (inclusive of GST, freight, loading, unloading, toll tax and other taxes / charges) F.O.R. Engg. Store, Banganga, Katra |
|--------|---|-----------|----------------------|---|
| 1. | Wall Tile 1 ft X 2 ft (CERA / Somany / Kajaria / Rak / Johnson) | 2,000 sft | | Per sft |
| 2 | Concrete Chequered Tile (Red) Outdoor size 1ft. x1ft. (20-25mm thick) | 200 sft | | Per sft |
| 3 | Concrete Chequered Tile (Grey) Outdoor size 1ft x 1ft (20-25mm thick) | 500 sft | | Per sft |

I affirm that the above quoted rates are inclusive of GST, Other Taxes and F.O.R. Engineering Store, Banganga, Katra and are valid for a period of 45 days from the date of issuance of 1st Purchase Order.

I further affirm that I have read and fully understood the RFIQ notice and agree to abide by all the terms and conditions laid therein, which are being signed in token of my acceptance. 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 _____

Contact Person _____ Contact No _____

E-mail Id: _____

Please read terms & conditions carefully