



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

No. CO/Pur/Civil/2020/166/3669  
Dated: 06.11.2024

**REQUEST FOR INVITING QUOTATION**

Sealed quotations (**on the letter head of the firm**) are invited from reputed manufacturers / distributors / dealers / suppliers for furnishing the rates in respect of the following Civil Material:

Description of Material	Req. Qty.
Chequered Tile for Stairs 1'X1' (Thickness - 1 inch) Shade - Grey	2000 nos.

Prospective bidders are requested to kindly send their quotation along with relevant documents (if any) for the supply of the same giving full details in sealed cover viz. **Net price (inclusive of GST / taxes, unloading, proper stacking and F.O.R. Engineering Store, Banganga, Katra)**, payment terms, delivery schedule and other conditions of sale **including special discount to SMVDSB.**

Sealed quotations addressed to **Asstt. CEO (VB), 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 **on or before 12.11.2024 upto 02:00PM positively**. The quotations received shall be opened on the same day or any other convenient day in presence of representative of the firm who choose to remain present on the occasion.

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

**RFIQ – Civil Material (Chequered Tiles)**  
**NOT TO BE OPENED BEFORE 12.11.2024 upto 02:00PM**  
**RFIQ No: CO/Pur/Civil/2020/166/3669 dated: 06.11.2024**

**Terms and Conditions:**

- This is just a RFIQ and not a Purchase Order.**
- Donations to Shri Mata Vaishno Devi Shrine Board, Katra are exempted from Income Tax under Section 80-G of the Income Tax Act.
- Rates should be Net inclusive of all taxes**, 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 order.
- Prospective bidders are requested to send their sealed quotations **by or before 12.11.2024 upto 02:00PM**, quotations after due date and time shall not be accepted.
- No extra payment shall be made to the firm on account of the escalation in the material cost, transportation / labour charges during the period of contract.
- 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.**
- The participating firms are advised to quote NET rates (inclusive of all taxes/GST, Unloading, proper stacking and FOR Engineering Store, Banganga, Katra. **(Rates excluding GST and Ex-Shop shall not be considered even after opening of the quotation)**).
- Kindly quote your rates as per the “UOM (unit of measurement)”, requirement & specification of the Shrine Board.**
- The material to be supplied should be from the specifications mentioned in the RFIQ. No change in the specifications shall be accepted.
- The supplier has to mention the price of the material, CGST & SGST separately, while raising the bills of supplies.
- 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.

**Seal & Signature of the bidder**

12. 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.
13. In case the successful bidder is filing GST return on quarterly basis, they must file the Invoice Furnishing Facility (IFF) on monthly basis for Bills to Shrine Board.
14. 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.
15. **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. Random sample shall be tested from the consignment/ lot by the Shrine Board & if found of inferior quality or not as per the specification mentioned in the Supply Order, the same will be rejected and the firm has to lift the rejected material at their own risk and cost.
  - c. 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 deemed fit to the authority shall be levied.
  - d. Beyond one month the material shall be auctioned without any communication and storage charges @2% per day of the total value of the Purchase /Supply Order shall be deducted from any pending payment of the supplier.
16. **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 8<sup>th</sup> day upto 15<sup>th</sup> day @ 1% **iii)** from 16<sup>th</sup> day upto 22<sup>nd</sup> day @ 1.5% and **iv)** from 23<sup>rd</sup> day to 30<sup>th</sup> 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.
  - b. In case of incomplete supply, an amount equal to 2% of the total value of non supplied material shall be deducted from any pending payment of the supplier.
17. **Debarring**

If the successful firm fails to comply with the terms and conditions of the RFIQ after successful culmination of the RFIQ and placing of Purchase Order, the firm shall be debarred from further dealing with SMVDSB for a period of 03 years.
18. 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.
19. Shrine Board Reserves the right to cancel the RFIQ without any prior notice.
20. **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.**
21. **SMVDSB reserves the right to procure the material on Quality Basis.**
22. **SMVDSB reserves the right to split the demand among two or more firms on the L-1 / approved rates.**
23. **Standard Terms and Conditions shall also be incorporated in the PO to be issued in favour of the successful bidder/firm.**
24. Conditional, illegible, ambiguous quotation(s) and quotation(s) received after the stipulated date and time shall be out rightly rejected.

**Sd/-**  
**(Vipan Bhagat) JKAS**  
**Asstt. Chief Executive Officer**  
**S.M.V.D. Shrine Board, Katra**

Seal & Signature of the bidder

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

## PRICE BID

(on the letter head of the firm)

To,

**The Asstt. Chief Executive Officer**  
Shri Mata Vaishno Devi Shrine Board  
Katra.

**Subject: Quotation for Supply of Civil Material (Chequered Tiles)**

**Ref. No.: RFIQ no: CO/Pur/Civil/2020/166/3669 Dated: 06.11.2024**

Sir,

I, \_\_\_\_\_ representative / proprietor from M/s \_\_\_\_\_ hereby submit the following rates for the supply of material as per the specification / UOM / requirement of Shrine Board, **NET Rates (inclusive of GST and other taxes / charges, unloading, proper stacking) F.O.R. Engineering Store, Banganga, Katra:-**

Description of Items	Net Rate (inclusive of GST / other Taxes, unloading, proper stacking & F.O.R. Engg. Store, Banganga, Katra)
Chequered Tile for Stairs 1'X1' (Thickness - 1 inch) Shade - Grey	per pc.

I affirm that the above quoted rates are inclusive of GST / other Taxes, unloading, proper stacking & F.O.R. Engg. Store, Banganga, Katra.

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 sincerely,

**Seal and Signature** \_\_\_\_\_

**Name of the firm:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Contact No.:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Full Address of the firm:** \_\_\_\_\_

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