



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

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

No.CO/Pur/Civil/21/148-I/2711

Dated: 02.09.2024

**REQUEST FOR INVITING QUOTATION**

Shri Mata Vaishno Devi Shrine Board, Katra invites sealed quotations (on the letter head of the firm) from reputed manufacturers or their authorized distributors / dealers only for supply of following material to SMVDSB.

S. No.	Description of Items	Req. Qty.	Brand / Make
1.	Ply Water Proof 8' x 4' (12 mm)	190 nos.	Green Ply / Kit ply / Century / Duro / Archid Ply / Merino Laminates / Magnus / Interwood
<b>Conforming to Grade: IS 710:2010</b>			

As such prospective firms are requested to kindly send your 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, test certificates, IS Certification, delivery schedule and other conditions of sale including special discount to SMVDSB.

Sealed quotations must be addressed to Purchase Section, 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 09.09.2024 upto 02:00 PM positively.

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

<b>RFIQ – Supply of Ply Material</b> <b>NOT TO BE OPENED BEFORE 09.09.2024 upto 02:00PM</b> <b>RFIQ No: CO/Pur/Civil/21/148-I/2711 dated: 02.09.2024</b>
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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 Engineering Store, Banganga, Katra. However, Donations to Shri Mata Vaishno Devi Shrine Board, Katra are exempted from Income Tax under Section 80-G of the Income Tax Act.
4. The prospective bidders shall send their sealed quotations by or before 09.09.2024 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 1<sup>st</sup> Purchase order.

**Seal & Signature of the bidder**

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. Certification w.r.t. to the Authorized manufacturer / distributor / dealer must be enclosed with the sealed quotation.
8. If the successful bidder / supplier/firm fails to comply with the terms and conditions of the RFIQ as well as the offered rates quoted by the firm after successful culmination of the RFIQ and placing of purchase / supply order, the same shall be debarred from further dealing with SMVDSB for a continuous period of 03 years.
9. The supplier shall ensure that Ply shall be (3, 5, 7, 9 & 13 layered) and Ply Boards having Water Boiling Proof, anti-termite properties and of all thickness.
10. The firm shall also has to mention the following and submit the same at the time of delivery at ES, Banganga.
  - a. Years of Warranty / Guarantee.
  - b. Type of Warranty / Guarantee.
  - c. BIS / IS Certification of the material. (Kindly note that the ISI is not a brand / make of the product).
11. The material to be supplied should be from the brands / make / specifications mentioned in the RFIQ. **Any change in the Brand / Make shall outrightly be rejected.**
12. **No change in the Brand / Make shall be entertained at any stage.**
13. The rates should strictly be quoted on the LETTER HEAD AS PER THE format enclosed with RFIQ and as per the specification / UOM / requirement. Any deviation from the same shall tantamount to rejection of the offer / rates quoted by you.
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. Kindly quote your rates as per the "UOM (unit of measurement)", requirement & specification of the Shrine Board.
16. The supplier has to mention the price of the material, CGST & SGST separately while raising the bills of supplies.
17. 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.
18. 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
19. 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.
20. **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 deemed fit to the authority shall be levied.
- c. 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.

**21. 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.
- b. In case of the complete material is not received within delivery or penalty period, an amount equal to 2% of the total value of non supplied material from the due payment. After the lapse of penalty period, the Rate Approval / Purchase Order shall be deemed to have been cancelled without any notice.

**22. Debarriq**

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.

23. The quotation / offer should be filled in neatly without any cutting/over writing. In case of any cutting / overwriting, the rates shall not be considered. "It is advised that the quotation shall be submitted in a computerized typed format".
24. 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.
25. Shrine Board Reserves the right to cancel the RFIQ without any prior notice.
26. 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.
27. SMVDSB reserves the right to procure the material on Quality Basis.
28. SMVDSB reserves the right to split the demand among one or more firms on the L-1 / approved rates.
29. Standard Terms and Conditions shall also be incorporated in the PO to be issued in favour of the successful bidder/firm.
30. Conditional, illegible, ambiguous quotation(s) and quotation(s) received after the stipulated date and time shall be out rightly rejected

**Sd/-**

**(Alok Kumar Maurya) IFS  
Addl. Chief Executive Officer**

**Seal & Signature of the bidder**

**PRICE BID**

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

To,

**The Purchase Section,**  
Shri Mata Vaishno Devi Shrine Board,  
Katra.

**Subject: Quotation for Supply of Ply Material**

**Ref. No.: RFIQ no: CO/Pur/Civil/2021/148-I/2711 Dated: 02.09.2024**

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) F.O.R. Engineering Store, Banganga, Katra:-

S. No.	Description of Items	Req. Brand / Make	Brand / Make Offered	Net Rate inclusive of GST and other taxes, unloading and F.O.R. Engg. Store, Banganga, Katra.
1.	Ply Water Proof 8' x 4' (12 mm)	Green Ply / Kit ply / Century / Duro / Archid Ply / Merino Laminates / Magnus / Interwood		per pc.

**Conforming to Grade IS 710:2010**

I affirm that the above quoted rates are inclusive of GST, Other Taxes, unloading and F.O.R. Engineering Store, Banganga, Katra. Also, the quoted rates are valid for a period of 45 days from the date of issuance of 1<sup>st</sup> 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 sincerely,

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

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

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

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

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

Full Address: \_\_\_\_\_

{Please read the contents of the RFIQ carefully before submission}