



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

No. CO/Pur/NE/70-III/6921

Dated: 16 .11.2024

REQUEST FOR INVITING QUOTATION

Shri Mata Vaishno Devi Shrine Board is interested in purchasing of **Mustard Oil in 15 Ltr. (Tin packing)** of following approved brands as per details given below:-

S. No.	Item Description	Brands	UOM	Requirement (in Nos.)
1.	Mustard Oil in 15 Ltr (Tin packing)	i. Fortune ii. Nature Fresh iii. P. Mark iv. Reliance v. Fresh & Pure Vi Patanjali vii. Rajdhani	Tin (15 Ltr)	500

Interested firms may send their quotations to the Purchase Section, Central Office, Shri Mata Vaishno Devi Shrine Board, Katra giving full details viz. offered price and special discount to SMVDSB. The quotations should reach this office through Speed post, Registered post, Reputed courier service or can be personally submitted to this office by or before **22 .11.2024 upto 05:00PM** positively. Following particulars must be mentioned on the envelope containing your quotation positively. Following particulars must be mentioned on the envelope containing your quotation:-

RFIQ- Mustard Oil

NOT TO BE OPENED BEFORE 22 .11.2024 upto 05:00PM
RFIQ No. CO/Pur/NE/70-III /6921 Dated: 16 .11.2024

Terms & Conditions: -

1. This is only an enquiry and not a purchase order.
2. Quantity mentioned is indicative in nature.
3. The rate quoted shall remain valid of a period of **07 days** from the last date for submission of quotations.
4. The rates quoted shall be net **FOR Non-Engineering Store, Banganga (Katra)** inclusive of GST/other charges.
5. The successful firm shall have to deliver the ordered material within a period of 20 days from the date of issuance of supply order. The early supply shall however be desired/ appreciated.
6. **PENALTY:** Following penalties shall be imposed for delay beyond the specified delivery period :-
 - a) upto 7 days @ 0.5%
 - b) From 8th day to 15th day @ 1%
 - c) From 16th day to 22nd day @ 1.5% and
 - d) From 23rd day to 30th day @ 2% .

- e) 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.

Special Notes:

- a) The amount of penalty shall be worked out vis-a vis the value of unsupplied material.
 - b) For any valid reasons, the competent Authority reserves the right to waive – off the penalty.
 - c) 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)
7. The Competent authority of SMVDB reserves the right to:-
- i. Cancel/ terminate the RFIQ/ Supply Order during the period of its validity without assigning any reason thereof.
 - ii. Debarring any defaulter from any further dealing with Shrine Board for a period of one year.
8. Please note that donations to Shri Mata Vaishno Devi Shrine Board, Katra are Exempted from Income Tax under Section 80-G of the Income Tax Act.
9. Other standards, terms and conditions of purchase will be incorporated in the Supply order issued to the successful bidder.

This issues with the approval of Addl. Chief Executive Officer, SMVDSB.

**Sd/-
(Dr. Gopal K. Sharma)
Asstt. Chief Executive Officer**

Copy to the:-

1. Addl. Chief Executive Officer, SMVDSB for kind information
2. Master file / Concerned file