



**OFFICE OF THE CHIEF EXECUTIVE OFFICER,
SHRI MATA VAISHNO DEVI SHRINE BOARD,**
Central Office, Jammu Road, Katra (J&K) – 182301
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E-mail: nes_purchase@maavaishnodevi.net, aceog@maavaishnodevi.net

Notice Inviting e-Tender

e-NIT No. CO/Pur/NE/316/3172

Dated: 19.12.2025

For and on behalf of Shri Mata Vaishno Devi Shrine Board (SMVDSB), e-Tenders under Two bids system are hereby invited through Chief Executive Officer, SMVDSB, Katra, (herein after referred as CEO, SMVDSB, Katra) from reputed professional manufacturers / authorized suppliers dealing in below prescribed materials/items for supply to Shri Mata Vaishno Devi Shrine Board, Katra, **for a period of one year from the date of issuance of 1st Supply order or till the finalization of fresh rate contract whichever is later, at F.O.R at Non- Engineering Stores Banganga.**

Description of item	Req. Qty.	Tender Fee (non refundable)	Amount of EMD in the shape of CDR / FDR
Paper Cups: 200 ML &, 150 ML Capacity made of Biodegradable and Food Grade Paper of 195 GSM (As per approved samples of Shrine Board). Before participating in the competition the prospective bidders are required to see the approved sample at Non Engineering store of Shrine Board on any day between 10 AM to 5 PM.	As per the requirement of SMVDSB from time to time during the Rate Contract Period or till the finalization of Fresh Rate Contract whichever is later	Rs. 1,500/-	Rs. 1.40 lakh

The e-NIT consisting of Qualifying Information, Eligibility Criteria, Specifications, Bill of Quantities, (B.O.Q), set of Terms & Conditions of Contract and other details can be seen / downloaded from the website:- <http://jktenders.gov.in> & on Shrine Board's official website www.maavaishnodevi.org. Following shall be schedule for the e- NIT process:

Date of Publishing of e.NIT	19.12.2025 at 03:00 PM
Download Start Date	19.12.2025 from 3.30 PM onwards
Bid Submission Start Date	19.12.2025 from 3.30 PM onwards
Bid submission End Date (Online)	02.01.2026 upto 02 PM
Date of Opening of Technical Bid (Online)	03.01.2026 upto 03 PM
Date of Opening of Financial Bid (Online)	Shall be intimated to the technically qualified bidders only.

The Bids shall be submitted in Electronic Format on the e-tender portal, strictly in accordance with provisions of the detailed e.NIT. Complete bidding process will be online only through e-tender portal www.jktenders.gov.in. The Bid document available on the official website of SMVDSB (www.maavaishnodevi.org) is for reference purpose only.

Non Refundable Tender Fee amounting to Rs. 1500/- (Rupees One Thousand Five Hundred only) is required to be paid. The same can be deposited in the shape of DD or remitted through IMPS/NEFT in the official account of SMVDSB Account No. 0235040500001804, IFSC – JAKA0KATTRA ("0" Zero stands for 'Zero').The tenders/offers without prescribed Tender Fee shall be

outrightly rejected. In case of online transfer, the bidder shall be required to mentioned UTR No.in the prescribed (Annexure 'A' & 'B')

The Earnest Money **amounting to Rs. 1,40,000.00 (Rupees One Lakh, Forty Thousand only) in the form of CDR / FDR pledged to FA/Chief Accounts Officer, SMVDSB, Katra** drawn on any Nationalized / scheduled Bank and **having validity of 18 months** shall be required. The EMD amount can also be or remitted through NEFT in the official account of SMVDSB i.e Account No. 0235040500001804, IFSC – JAKA0KATTRA (“0” stands for “Zero”). The tenders/offers without EMD shall be rejected outrightly. In case of online remittance, the bidder shall have to mention UTR No. in prescribed Forms (Annexure 'A' & 'B')

The copy of Tender Fee and EMD deposit shall be uploaded alongwith Technical Bid Documents on e-tendering portal without which the offer submitted by the participating bidder shall not be considered. In case of CDR/FDR, the hard copies shall have been deposited in the Central Office of SMVDSB before the opening of Online Technical Bid without which the offer submitted online shall not be considered.

No Proposal shall be submitted to SMVDSB in physical form unless and until the same is uploaded on the e-tendering website. The Hardcopies of the Technical Bid documents viz. Tender Fee (NEFT), EMD (CDR/FDR), PAN, GST and other documents (**except the Financial Bid**) shall be deposited via Registered Post **or** Speed Post or through reputed Courier service or By Hand in the Purchase Department of Shri Mata Vaishno Devi Shrine Board, Central Office, Katra J& K before the opening of the technical bid **i.e. 03.01.2026 upto 03:00PM** without which the offer submitted by the firm shall not be considered. SMVDSB shall not be responsible for any delay in submission of a bid (online as well as offline).

Note: Read all the Terms and Condition mentioned in the e-NIT carefully before the submission of the bid. No claim shall be entertained after the opening of Bid (Technical as well as Financial).

Sd/-
(Dr. Gopal K Sharma)
Asstt. Chief Executive Officer
S. M. V. D. Shrine Board, Katra

Instruction to bidders regarding e-tendering process:-

1. The interested bidder can download the NIT/bidding document from the website **www.jktenders.gov.in** and **www.maavaishnodevi.org**.
2. To participate in bidding process, bidders need to get (DSC) “Digital Signature Certificate” as per information Technology Act-2000. This certificate will be required for digitally signing the bid. Bidders can get above mentioned digital certificate from any approved vendors.
3. The Bidders, who already possess valid (DSC) Digital Signature Certificates, need not to procure new Digital Signature Certificate.
4. The Technical Bids shall be opened online.
5. Financial Bids of qualified bidders shall also be opened online the date of which shall be communicated separately (to the qualified bidders only).
6. The bidders have to submit their bids online in electronic format with Digital Signature. The bids cannot be uploaded without Digital Signature. No Proposal will be accepted in physical form.
7. Bids will be opened online as per time schedule mentioned in the NIT.
8. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents have been attached with bid.
9. The department will not be responsible for delay in online submission of bids for reasons whatsoever.
10. Bidders should get ready with the scanned copies of cost of documents & EMD as specified in the tender documents.
11. The details of cost of tender documents and EMD specified in the tender documents should be the same, as submitted online (scanned copies) otherwise bid will not be accepted.
12. Bidders are advised to use “My Documents” area in their user on **<http://jktenders.gov.in>**, e-tendering portal to store important documents like Balance sheet, GST Registration Certificate, Tax Clearance Certificate, IT certificate, Manufactures authorization and other related documents etc., and attach these certificates as Non-Statutory documents while submitting their bids.
13. Bidders are advised not to make any change in BOQ (Bill of Quantities) contents or its name. In no case they should attempt to create similar BOQ manually. The BOQ downloaded should be used for filling the item rate as prescribed and it should be saved with the same as it contains.
14. Bidders are advised to scan their documents at 100 DPI (Dots per Inch) resolutions with Black and White, PDF \ Scan properly.
15. The guidelines for submission of bid online can be downloaded from the website **<http://www.jktenders.gov.in>**.
16. The Department shall not be held responsible for selection criteria/policy matter being adopted by the Directorate of Information regarding publishing the e-NIT, in any of the newspaper under circulation.
17. The tenderer should carefully study the document and prepare his tender with consideration of all provisions of the document. He should fully acquaint himself with site conditions and all other factors which may influence preparation of his tender.



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Notice Inviting e-Tender

e-NIT No. CO/Pur/NE/316/3172

dated: 19.12.2025

Subject: Inviting e- Tenders from reputed professional manufacturers/ suppliers dealing in the trade. The Rate contract shall be valid **for a period of One Year, from the date of issuance of 1st Purchase order or till the finalization of fresh rate contract whichever is later** , the detail terms and conditions of the e-NIT are mention below:-

1. REQUIREMENT:

S. No.	Description of Material.	Approx Annual Quantity.	Tender Fee (non refundable)	Amount of EMD in the shape of CDR / FDR
01.	Paper Cup / Glass made of Biodegradable and Food Grade Paper of 195 GSM with printing of words “ Shri Mata Vaishno Devi Shrine Board Catering Cell ”. <u>Single Wall Hot Cup / Glass</u> Volume: 200ML Height: ≥76MM Top Dia: ≥71.5MM Bottom Dia: ≥49MM	1,00,00,000 Nos.	Rs. 1,500/-	Rs. 1.40 lakh
02.	Paper Cup / Glass made of Biodegradable and Food Grade Paper of 195 GSM with printing of words “ Extra ” <u>Single Wall Hot Cup / Glass</u> Volume: 200ML Height: ≥76MM Top Dia: ≥71.5MM Bottom Dia: ≥49MM	15,00,000 Nos.		
03.	Paper Cup/Glass made of Biodegradable and Food Grade Paper of 195 GSM with printing of words “ Shri Mata Vaishno Devi Shrine Board Catering Cell ”. <u>Single Wall Hot Cup / Glass</u> Volume: 150ML Height: ≥69.5MM Top Dia: ≥61MM Bottom Dia: ≥45MM	6,00,000 Nos.		

2. TENDER SCHEDULE:

Date of Publishing of e.NIT	19.12.2025 at 03:00 PM
Download Start Date	19.12.2025 from 3.30 PM onwards
Bid Submission Start Date	19.12.2025 from 3.30 PM onwards
Bid submission End Date (Online)	02.01.2026 upto 02 PM
Opening of Technical Bid (Online)	03.01.2026 upto 03 PM
Opening of Financial Bid (Online)	Shall be intimated to the technically qualified bidders.

- In case of holiday the bids will be opened on the next working day. Further the price bids of only those tenderers shall be opened who qualify for the same after scrutiny of the documents in technical bid.
- The e-NIT available on SMVDSB's website www.maavaishnodevi.net is for reference only.
- SMVDSB will not be responsible for any delay in online submission of the bid due to any reason (Technical or otherwise).
- Conditional bids are liable to be rejected.

3. **PROCEDURE FOR SUBMISSION OF TENDER:**

The Tenderers are required to submit their Bids (Technical as well as Financial) on e-tendering portal i.e. www.jktenders.gov.in under 2 bids system as per given below:

A. Technical Bid

- i) Non Refundable Tender Fee amounting to Rs. 1500/- (Rupees One Thousand Five Hundred Only) is required to be paid. The same can be deposited in the shape of DD or remitted through IMPS/NEFT in the official account of SMVDSB Account No. 0235040500001804, IFSC – JAKA0KATTRA ("0" Zero stands for 'Zero').The tenders/offers without prescribed Tender Fee shall be outrightly rejected. In case of online transfer, the bidder shall be required to mentioned UTR No.in the prescribed (Annexure 'A' & 'B')
- ii) The Earnest Money **amounting to Rs. 1,40,000.00 (Rupees One Lakh, Forty Thousand only) in the form of CDR / FDR pledged to FA/Chief Accounts Officer, SMVDSB, Katra** from any Nationalized / scheduled Bank **having validity of 18 months** shall be required. The EMD amount can also be or remitted through NEFT in the official account of SMVDSB i.e Account No. 0235040500001804, IFSC – JAKA0KATTRA ("0" stands for "Zero"). The tenders/offers without EMD shall be rejected outrightly. In case of online remittance, the bidder shall have to mention UTR No. in prescribed Forms (Annexure 'A' & 'B')
- iii) The copy of tender fees and EMD deposit shall be uploaded alongwith Technical Bid Documents on e-tendering portal without which the offer submitted by the participating bidder shall not be considered. In case of CDR/FDR, the hard copies shall be deposited in the office SMVDSB before the opening of Online Technical Bid without which the offer submitted online shall not be considered.
- iv) **Bidder's Credentials:-** The bidders shall submit their credentials of the firm as per **Annexure – "C"**
- v) **GST Registration Certificate & PAN:** - Self attested copy of GST Registration Certificate and PAN to be attached .
- vi) **Experience /Past Performance:-** The Bidder firm must be in the business manufacturing/trading same or similar items for at least 03 years (documentary proof needed).
- vii) **Capability, Equipment & Manufacturing Facilities:-** The bidder must have an annual capacity to either manufacture or supply atleast the estimated quantity (self declaration certificate to be attached).
- viii) **Financial Standing:-**
 - a. The average annual financial turnover of the "The Bidder" during the last three completed FYs must be at least 60% of the estimated cost (copies of financial statements for the last three (03) years to be attached (**The turnover of the sister concern firms / subsidiaries shall not be considered.**
 - b. Bidder (Manufacturer/ Authorized supplier) should not have suffered any financial loss for more than one year during the last three (03) years ending on the 31st March of the previous year.

c. The Net Worth of the Bidder (Manufacturer/ Authorized supplier) should not be negative on 31st March and also should have not eroded by more than 30% in the last three years i.e. (2021-22), 2022-23 and 2023-2024) ending on 31st March. The bidder must submit the documents for the last three (03) years i.e. F.Y. (2021-22), (2022-23) & (2023-24) with Assessment Year (2022-23), (2023-24) & (2024-25) resp.

ix) **Declaration Certificate:-** A self Declaration Certificate that no case is pending with the police / court against the bidder / firm / company /Agency and that it has not been suspended / blacklisted by any PSU / Government Department / Financial Institution / Court etc **(as per annexure D)**

x) **The participating firm shall have to submit ten samples of each Paper Cups and 05 Nos Paper Sheets of manufacturer Paper cups as per the required specifications or higher to SMVDSB without which the offer submitted online shall not be considered.**

xi) **Submission of Signed and Stamped documents:-** The bidder shall submit duly signed and stamped tender Document conforming the acceptance of Terms and Condition mentioned in the e-NIT.

xii) **No Deviation Certificate:** - The bidder shall submit No Deviation Certificate as per format enclosed at **Annexure – E**.

xiii) **Affidavit regarding supply of material:-**Affidavit duly attested by Notary/1st Class Magistrate in support of the supply of material during the rate contract Period or till the finalization of Fresh Rate Contract whichever is later.

Note: Scanned Copies of all the Technical Bid documents have to be uploaded online without which the offer submitted by the firm shall not be considered.

B. Financial Bid (BoQ):

i) Price bid shall be as per BOQ & has to be submitted **online only**. **(Format as per Annexure–B)** Submission of the Hardcopy of the same tantamount to rejection of the bid submitted online.

ii) The price bid should be absolute and unconditional.

iii) The price bid shall be opened in respect of the bidders who have qualified in the technical bid and whose samples are found acceptable.

iv) Rates are required to be quoted strictly as per prescribed UOM mentioned in the BOQ.

4. Submission of Bids:

All the prospective bidders shall have to upload all the technical documents and financial offers on e-Tendering portal i.e. www.jktenders.gov.in. as per the schedule mentioned in the e-NIT. The bidders have to submit hardcopies of the uploaded technical bid documents by or before the due date. Submission of Hard copy of financial bid may leads to cancellation of the bid submitted online by the bidder. No claim/ query shall be entertained after opening of the online bid (Technical as well as Financial).

5. Description of the Material:

Paper Cups: 200 ML & 150 ML Capacity made of Biodegradable and Food Grade Paper of 195 GSM (As per approved samples of Shrine Board).

6. RATES:

i. The rates shall be valid for a period of one year from the date of issuance of 1st Supply order or till the finalization of fresh rate contract whichever is later, at F.O.R at Non-Engineering Stores Banganga. The contract shall be further extendable for Six months on same rates, terms and conditions, subject to satisfactory supply by the firm and sole discretion of the competent authority of SMVDSB.

- ii. **After the successful culmination of tender, if the approved bidder refused to comply with the rate approval order and subsequently the supply orders on account of any reason, the same firm/firms shall be debarred from further dealing with the Board for a continuous period of 03 years and the stipulated EMD/SD of the firm shall be forfeited.**
- iii. The successful bidder shall have to mention the GST No. 01AAETS9822J1ZC of Shri Mata Vaishno Devi Shrine Board Katra while raising their bill of supplies. While filing GSTR-I, the successful bidder shall classify the supply / Service made to Shrine Board under 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
- iv. The successful bidder shall file GSTR 1 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.
- v. "In case the successful bidder is filling GST returns on quarterly basis he must file the Invoice Furnishing Facility (IFF) on monthly basis for Bills to Shrine Board".
- vi. The rate approval order finalized with effect from the date of approval on the basis of these tenders shall remain in force for a period of one year from the date of issuance of 1st Purchase order or till the finalization of fresh rate contract whichever is later. The supplier shall have to supply the material against the supply orders issued by this office from time to time during the rate approval period or till the finalization of Fresh Rate Contract whichever is later.
- vii. 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. However no escalation in the basic cost of the item shall be allowed during the currency of the contract.
- viii. If at any time it is established that successful tenderer has sold the items to any other Government /Semi-Government/ Private Hospitals/department/ Institutions at a lesser price, he shall be liable for reimbursement of the excess rates charged besides imposition of penalty. Also in case the printed rates are lower than quoted rates, then printed rates shall be payable.

7. Security Deposit:

The successful bidder shall deposit an amount equals to 5% of the Contract Value as Security Deposit before issuance of Rate Approval Order, in the shape of CDR/ FDR/ TDR pledged to the FA/ Chief Accounts Officer, SMVDSB, Katra or through NEFT which shall be deposited in the official account of SMVDSB Account No. 0235040500001804, IFSC – JAKA0KATTRA ("0" stands for "Zero"). The EMD of the successful bidder shall be returned after submission of Security Deposit.

8. Quantity:- The details of items has been given in BOQ. The quantities indicated are tentative, which may be increased/decreased as per requirement of SMVDSB.

9. RIGHT RESERVED BY SMVDSB

- a) The Shrine Board reserves the right to split the demand among two or more qualified bidders at the approved rate after culmination of successful e-NIT.
- b) The Shrine Board reserves the right to reject, accept or prefer any tender in part or full at any stage if not in conformity to the specifications, terms & conditions mentioned in the e-NIT. Shrine Board also reserves the right to re-invite the tender at its sole discretion.
- c) The Shrine Board reserve the right to negotiate the quoted rates, terms and conditions with the lowest tenderer or any of the other tenderers on quality basis to ascertain the suitability of the acceptable offer.
- d) The Competent authority of SMVDB reserves the right to:-
 - a) To cancel/ terminate the e-NIT / supply order / letter of award (LOA) during the period of its validity without assigning any reason thereof.
 - b) To forfeit the EMD/SD of defaulter supplier.
 - c) Debarring any defaulter from any further dealing with Shrine Board.
 - d) Grant of extension with or without imposing penalty, as deemed fit.

10. Arbitration:- In case of any dispute arising between the parties hereto, relating to the supply of Paper Cups and all matters connected therewith, both parties shall make every effort to resolve it amicably by direct informal negotiation. If the parties have not been able resolve the dispute amicably, then such disputes/differences shall be resolved by arbitration as per The Arbitrator and Conciliation Act, 1996.

- i. Either party may request other of its intention that a dispute be submitted to Arbitration and both the parties shall meet within 15 days from the date of receipt of such request, t sole arbitrator mutually for the resolution of dispute and venue/seat of Arbitration shall be at Jammu.
- ii. In the event that the parties cannot agree upon the appointment/nomination of the sole Arbitrator, either of the party or both of the parties may move an application before the Hon'ble High Court at Jammu, under The Arbitration and Conciliation Act,1996, for the appointment of sole Arbitrator with seat/venue at Jammu for the resolution of disputes between the parties.
- iii) The competent authority of SMVDSB reserves the right to exempt any of the qualify criteria, in case the bidder (manufacturer or principal of authorised representative) who is a successful past supplier of 'The Product' in at least one of the recent past three procurements, who do not meet any or more of requirements above, would also be considered to be qualified in view of their proven credentials, for the maximum quantity supplied by him in such recent past, subject to meeting the specifications and quality of the product.

11. SIGNING OF TENDERS:

Each page of the tender (Technical bid) which is to be submitted in physical form tenderer / authorized signatory of the company / firm conforming the acceptance of the Terms and Conditions as laid down in the e.NIT document.

12. Bid VALIDITY:

- i. The offer shall remain valid and open for acceptance for a period of **90 days** from the date of opening of tenders, if the tenderer withdraws his tender before the expiry of the said period or makes any modifications in the terms and conditions of the tender, the earnest money/security deposited by the tenderer shall be forfeited without any notice.

13. PAYMENT:

No advance payments shall be made:- The payment shall be made after receipt of complete material at Non-Engineering Stores, Banganga Katra within a period of 20 days from the date of issuance of G.R.

14. DELIVERY PERIOD:

The Successful tenderer shall have to deliver the ordered material within a period of 30 days from the date of issuance of supply orders from time to time during the rate contract period. The material shall be supplied immediately from ready stock from the date of placement of purchase order, for it shall be expected from the successful tenderers (s) that they keep sufficient stock of the approved item(s) for immediate supply of the ordered item(s).

15. INSPECTION / LIFTING BACK OF REJECTED SUPPLIES:

- i. The material supplied shall be checked / inspected by the quality cell / inspecting team of Shrine Board and if found of inferior quality/defective, the same shall be rejected and is also liable to penalize, as deemed fit by the Competent authority of SMVDSB.
- ii. The quality inspection officer/ cell is authorised to conduct prescribed testing of the material during the supply period from any of the authorized lab, if deemed necessary.
- iii. 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 per day as may be deemed fit to the authority shall be levied.
- iv. In case the supplies are rejected, same shall be lifted back by the supplier within 07 days from the date of intimation from this office, failing which the penalty @ 2% of the total value of rejected supplies per day shall be imposed against the supplier for a period of one week which shall be doubled in subsequent weeks 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.

16. PENALTY: Following penalties (Calculated on the value of unsupplied material) shall be imposed for delay beyond the prescribed delivery period, unless exempted by the competent authority for valid reason to be brought on record.

- 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% shall be imposed on each pending item as per the approved rate/quantity mention in the purchase order of the value of the pending supplies.
- e) Further delay shall attract penalty @ 1% every 10th day.
- f) In case of incomplete supply received, an amount equal to 2% of the total value of non-supplied material shall be deducted from the due payment of the supplier.

Note: 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)

17. 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 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 including the war (Whether declared or not) Civil War or State of Insurrection.

18. JURISDICTION:

All disputes arises hereto are subject to jurisdiction of the Courts of Law at Katra, Reasi and Jammu.

19. Other Terms and Conditions:

- i) The tenderer shall not be entitled to revoke or withdraw their tenders or vary or modify after its submission.
- ii) These terms and conditions will form an integral part of the Rate approval order / supply order with the successful tenderer(s).
- iii) The tenderers furnishing the EMD for an amount less than the stipulated amount mentioned in the **Tender quoting the exemption as Small Scale Industries or any other reason shall not be entertained and the bid submitted shall be outrightly rejected.**
- iv) Conditional, illegible, ambiguous tender(s) received after the stipulated date and time shall be outrightly rejected. **Furthermore, no increase in rates (of any sort) shall be entertained by Shrine Board during the rate contract or till the finalization of Fresh Rate Contract.**
- v) The quantities mentioned in the Tender Format are indicative in nature and can be increased/ decreased substantially according to the requirement from time to time during the currency of contract.
- vi) No increase in rate shall be entertained by the Board during the currency of Rate Approval. However, any change in the taxation by the Govt. shall be considered by the Board and based on the reasonability of the rates; decision shall be taken by the competent authorities of the Board.
- vii) **After the successful culmination of tender, if the approved bidder refused to comply with the rate approval order and subsequently the supply orders on account of any reason, the same firm/firms shall be debarred from further dealing with the Board for a continuous period of 03 years and the stipulated CDR/FDR's of the firm shall be confiscated.**
- viii) The EMD in respect of un-successful tenderer (s) shall be released after the allotment of the contract to the successful bidder.
- ix) These terms and conditions and any other communication exchanged by the SMVDSB with the Tenderer shall form integral part of the contract/ agreement with the successful tenderer(s).
- x) **The tenderer shall have to submit a copy of Laboratory testing report that their product is made of Biodegradable and "Food Grade" only in absence of which the offer shall not be accepted. In this regard, the tenderer shall have to submit an affidavit that the material being purchased for preparation of Paper Cups from the concerned Mills is made of Biodegradable and Food Grade item only.**
- xi) Page numbering of Tender Document: All the pages of the Tender Document and other supported documents should be numbered and duly signed by the authorized signatory. All the documents should be submitted as single document in Hard Bound form with rigid protective cover.
- xii) The Agency shall keep necessary books of accounts and other documents for the purpose of inspection by an authorized representative of the SMVDSB, and further shall furnish such other information / documents as may be required in process of E- Tender.
- xiii) The competent authority of SMVDSB, does not bind itself to accept the lowest or any other Bid and reserves the right to reject any or all the Bids received without assigning any reason thereof. The incomplete and conditional bid shall be outrightly rejected. The competent authority of Shrine Board also reserves the right to reject any Bid including L-1 and allots the work to any other Bidder at L-1 rates or even can proceed with fresh Bidding.
- xiv) Confidentiality: Notwithstanding anything contained in this Bidding document but subject to the provisions of any other law for the time being in force providing for disclosure of information. The Bidder shall not disclose any information if such disclosure is likely to:-
 - (i) impede enforcement of any law;
 - (ii) affect the security or strategic interests of SMVDSB;
 - (iii) affect the intellectual property rights or legitimate commercial interests of Bidders;

- (iv) affect the legitimate public interests.
- xv) Disqualification basis other than qualifying criteria: Even though the Bidders meet the qualifying criteria, they are liable to be disqualified if they have:
- a) The participating Bidder shall be liable for disqualification if found that he has furnished misleading or false information or deliberately suppressed the information in the forms, statement and enclosures required in the Bid Document and have record of poor performance such as abandoning work, leaving Contract incomplete or financial failures / weaknesses etc.
 - b) Made misleading or false representation in the forms, statements and attachments submitted in proof of the qualification requirements.
 - c) Records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
 - d) Banned by any Central/State Govt. Department/Public Sector Undertakings or Enterprises of Central/State Govt.
 - e) Not attached all the supporting documents or not furnished the relevant details as per the prescribed format in the e-NIT.
 - f) Submitted any information, which found incorrect at the later stage, the Bidder/ Bidding Firm shall be liable to be debarred from further bidding in SMVDSB, and the Contract shall be cancelled by the competent authority of SMVDSB along with forfeiture of security amount.

Sd/-
(Dr. Gopal K Sharma)
Asstt.. Chief Executive Officer
S. M. V. D. Shrine Board, Katra



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

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

Fax: +91- 1991-232120 Tel.: +91-1991-232189

E-mail: nes_purchase@maavaishnodevi.net, aceog@maavaishnodevi.net

Annexure – “A”

Technical Bid Format

The Bidder to submit the Technical Bid Documents as per the Eligibility Criteria at Clause – 3A in the following format indicating the **description of the documents submitted with Page No. in the Remarks column:**

S. No.	Particular	Remarks (Description of the Documents submitted with Page No.)
(i)	Tender Fee: - Non Refundable Tender Fee of Rs. 1500/- (Rupees One Thousand Five Hundred Only) through NEFT which shall be deposited in the official account of SMVDSB Account No. 0235040500001804, IFSC – JAKA0KATTRA (“0” Zero) without which the tender/offer shall be rejected outrightly. In case of NEFT transfer, the bidder shall mention UTR No. in Remarks Column (Annexure – “A”).	
(ii)	Earnest Money Deposit: - The Earnest Money Deposit in the form of CDR / FDR pledged to FA/Chief Accounts Officer, SMVDSB, Katra amounting to Rs. 1,40,000/- (Rupees One Lakh Forty Thousand only) drawn from any Nationalized / scheduled Bank or through NEFT which shall be deposited in the official account of SMVDSB Account No. 0235040500001804, IFSC – JAKA0KATTRA (“0” Zero) shall be uploaded along with Technical Bid documents on e-tendering portal. Hard copy of the EMD, in a separate envelope, shall be deposited via Registered Post or Speed Post in the office SMVDSB without which the offer submitted online shall not be considered. In case of NEFT transfer, the bidder shall mention UTR No. in Remarks Column (Annexure – “A”) (EMD in the shape of Demand Draft shall not be accepted.)	
(iv)	Bidder’s Credentials: - The bidders shall submit their credentials of the firm as per Annexure – “C”	
(v)	GST Registration Certificate & PAN: - Self attested copy of GST Registration Certificate and PAN to be attached.	
(vi)	Experience / Past Performance:-	
(a)	The Bidder (manufacturer / Authorized supplier) should have regularly for atleast last three years ending 31 st March of the previous financial year, manufactured / supplied the material mentioned in the e-NIT with the same or higher specifications (supply orders to be attached.)	
(b)	The bidders should have manufactured or supplied at least 60% of the estimated quantity of the similar nature of products in at least one of the last five (05) years ending 31 st March (supply order to be attached).	
(vii)	Capability, Equipment & Manufacturing Facilities: - <u>The bidder must have an annual capacity to either manufacture or supply atleast the estimated quantity (self-certificate to be attached).</u>	
(viii)	Financial Standing under all conditions:-	
(a)	<u>The average annual financial turnover of the “The Bidder” during the last three years, ending 31st March of the previous year should be 60% of the estimated cost as per the annual audited</u>	

	<u>balance sheet and profit & loss account of the relevant period duly authenticated by a Chartered Accountant. Copies of the ITRs for the last three (03) years to be attached. (The turnover of the sister concern firms / subsidiaries shall not be considered by Shrine Board.</u>	
(b)	<u>Bidder (Manufacturer / Authorized supplier) should not have suffered any financial loss for more than one year during the last three (03) years ending on the 31st March of the previous year.</u>	
(c)	<u>The Net Worth of the Bidder (Manufacturer / Authorized supplier) should not be negative on 31st March and also should have not eroded by more than 30% (thirty percent) in the last three years (i.e. 2021-22, 2022-23 and 2023-24) ending on 31st March.</u>	
(ix)	Declaration Certificate:- Declaration Certificate that no case is pending with the police / court against the bidder / firm / company /Agency and not been suspended / blacklisted by any PSU / Government Department / Financial Institution / Court etc. (as per Annexure – “D” .	
(x)	Submission of Samples – 10 Samples of each item to be submitted.	
(xi)	Submission of Signed and Stamped documents:- The bidder shall submit duly signed and stamped tender Document conforming the acceptance of Terms and Condition mentioned in the e-NIT.	
(xii)	No Deviation Certificate: - The bidder shall submit No Deviation Certificate as per format enclosed at Annexure – E .	
(xiii)	Affidavit regarding supply of material: - Affidavit duly attested by Notary/1 st Class Magistrate in support of the supply of material during the rate contract Period or till the finalization of Fresh Rate Contract whichever is later.	

I further affirm that I have read and fully understood the tender notice and agree to abide by all terms and conditions laid in the e-NIT, which are being signed in token of my acceptance. In case, I fail to abide-by the conditions or to carry on the contract to the entire satisfaction of the Shrine Board. I will be liable to the penalties under rules mentioned in the terms and conditions.

_____ Yours faithfully,

Signature _____

M/s _____

Name of the Contact Person _____

Contact No: _____

E-mail Id: _____



OFFICE OF THE CHIEF EXECUTIVE OFFICER,

SHRI MATA VAISHNO DEVI SHRINE BOARD,

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

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Annexure – B

To,

The Chief Executive Officer,
Shri Mata Vaishno Devi Shrine Board,
Central Office, Katra.

Subject:e-NIT for Supply of Paper Cups.

Ref. No: e-NIT No: CO/Pur/NE/316/3172

dated: 19.12.2025

UTR No: _____

CDR/FDR No: _____

Dear Sir,

I, _____ authorized representative of M/s _____
hereby submit the e.tender for the **Supply of Paper Cups as per the required specifications of SMVDSB or higher specifications along with 10 samples of each Paper Cups from time to time during the Rate Contract Period or till the finalization of Fresh Rate Contract.**

The offered rates are NET inclusive of GST and other taxes **F.O.R Non Engineering Store, Banganga** are as under:

S. No.	Description of Material.	Approx. Annual Quantity.	Net Rate inclusive of GST and other expenses FOR Non Engg., Banganga, Katra	
01.	Paper Cup / Glass made of Biodegradable and Food Grade Paper of 195 GSM with printing of words " Shri Mata Vaishno Devi Shrine Board Catering Cell ". Single Wall Hot Cup / Glass Volume: 200ML Height: ≥76MM Top Dia: ≥71.5MM Bottom Dia: ≥49MM	1,50,00,000 Nos.		
02.	Paper Cup / Glass made of Biodegradable and Food Grade Paper of 195 GSM "with printing of words " Extra ". Single Wall Hot Cup / Glass Volume: 200ML Height: ≥76MM Top Dia: ≥71.5MM Bottom Dia: ≥49MM	15,00,000 Nos.		
03.	Paper Cup/Glass made of Biodegradable and Food Grade Paper of 195 GSM with printing of words " Shri Mata Vaishno Devi Shrine Board Catering Cell ". Single Wall Hot Cup / Glass Volume: 150ML Height: ≥69.5MM Top Dia: ≥61MM Bottom Dia: ≥45MM	10,00,000 Nos.		

I further affirm that I have read and fully understood the tender notice and agree to abide by all terms and conditions laid in the e.NIT, which are being signed in token of my acceptance. In case, I fail to abide-by the conditions or to carry on the contract to the entire satisfaction of the Shrine Board. I will be liable to the penalties under rules mentioned in the terms and conditions.

Yours faithfully,

Signature _____

M/s _____

Name of the Contact Person: _____

Contact No: _____

E-mail Id: _____

(ON THE LETTER HEAD OF THE FIRM)

BIDDER'S DETAIL

Name of the Supplier / Party / Firm		
Name of the Authorized Representative		
Mailing Address:		
Phone/Landline No		
Mobile No.		
Fax No.		
E-mail Address		
Website Address (if any)		
Bank details for payment through NEFT / RTGS	Name of the Bank:	
	Branch	
	Account No	
	IFSC Code	
	MICR No	

Note: Submit a cancelled cheque for verification of above bank details.

Seal and Signature of the bidder

Place:

Date:

(ON THE LETTER HEAD OF THE FIRM)

DECLARATION

I / We hereby declare that no case is pending with the police / court against the bidder / firm / company (Agency). Also, I / We have not been suspended / blacklisted by any PSU / Government Department / Financial Institution / Court etc.

Seal and Signature of the bidder

Place:

Date:

(ON THE LETTER HEAD OF THE FIRM)

Ref. No: CO/Pur/NE/316/3172

Dated: 19.12.2025

NO DEVIATION CERTIFICATE

Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions mentioned in the e.NIT. We hereby undertake and confirm that we have understood the specifications properly and shall supply the material of to SMVDSB during the Rate Contract Period or till the finalization of Fresh Rate Contract whichever is later.

Seal and Signature of the bidder

Place:

Date:

Important Instructions to the Tenderer(s):-

- a)** Each specification must be quoted in the same format and order of sequence as mentioned in the tender document and specify/indicate the verification document from the product data sheet against each column.
- b)** When required information other than those in the data sheets should be provided as a separate document and should refer to the specific sections being addressed.
- c)** When standard vendor data sheet disagrees with bid, clarifications should accompany necessarily.
- d)** In absence of data sheet provided by the tenderer(s), the decision of the technical committee shall be final and binding on the tenderer(s).
- e)** Representation, if any, related to financial bid(s) shall have to be made within 10 days from the date of opening of financial bids and thereafter no representation whatsoever shall be considered.
- f)** The tenderer(s) shall be bound to provide benchmark supply order copy of institutions if asked by SMVDSB.
- g)** If at any stage, any dispute arises between the tenderer(s) and **SMVDSB**, the terms and conditions of the e-NIT shall prevail over the offer of the tenderer. Further the tenderer submitting his tender would be deemed to have considered and accepted all the terms and conditions. No enquiries (verbal or written) shall be entertained in respect of acceptance or rejection of the tender.
- h)** In no case plea of discontinuation of the quoted/approved item(s) or any other issues with regard to quality controls etc. shall be accepted & therefore the participating companies are advised to ensure quoting of such item(s) only which are of standard quality & those which are not likely to be discontinued till the currency of the contract.