



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

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

e-mail: purchase_sec@maavaishnodevi.net, aceov@maavaishnodevi.net

No.: CO/Pur/Civil/24/09/2968

Dated: 17.12.2025

Request for Inviting Quotations (RFIQ)

For and on behalf of the Shri Mata Vaishno Devi Shrine Board; through Chief Executive Officer (herein after referred as SMVDSB), offers are hereby invited from the OEM or their authorized distributors / dealers for furnishing the rates of following material:

Description of Item	Req. Qty.	Brand / Make
Non-Trade PP Cement of 50 Kg Capacity each as per IS 1489 Part 1 and 2 (1991)	3000 Bag	Ambuja / ACC / Bangur / Ramco / Shree Cement / Ultra Tech.

Terms and conditions:

1. **Documents to be submitted:**

- i) GST Certificate.
- ii) The prospective bidders shall have to submit the OEM / dealer / distributor certificate along with the sealed quotation.

2. **Validity:**

The validity of quotation should be 30 days from the last date prescribed for submission.

3. **Rates:**

- (i) The rates should be NET inclusive of GST, loading, unloading, labour charges, toll tax and other taxes / charges and F.O.R. Engineering Store, Banganga.
 - (ii) The participating firms are advised to quote NET rates (per bag) inclusive of all taxes, charges and F.O.R. Engineering Store, Banganga, Katra. (Rates excluding GST and Ex-Shop shall not be considered even after opening of the quotation).
4. The conditional, illegible, ambiguous quotation (s) and quotation (s) received after the stipulated date and time shall be out rightly rejected.
5. **Delivery:** The successful firm shall deliver the complete material as per following schedule from the date of issuance of Purchase order. Before participating, the competing firm must ensure that it has the capacity to meet the delivery period criteria. The Shrine Board may or may not extend the delivery period.

Qty. to be supplied	Time period
800 Bags	within 1 st week
800 Bags	within 2 nd week
800 Bags	within 3 rd week
600 Bags	within 4 th week

6. **Selection Criteria:**

The successful firm shall be selected that emerges as the Lowest bidder (L-1), subject to fulfillment of all terms & conditions of the RFIQ.

7. The material shall be supplied strictly as per the required brands mentioned in the RFIQ. No change in the Brand shall be accepted even after issuance of Purchase Order. Any change in the Brand shall outrightly be rejected even after opening of Quotation / issuance of Orders. **Kindly note that the ISI is not a brand** of the product.

Seal & Sign of the bidder

8. **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, failing which storage charges @ 2% per day shall be imposed against the supplier for a period of one week. The penalty amount shall get doubled for each subsequent week 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.

9. **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 reasons 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. 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.

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).

10. **Payment:** No Advance payment shall be made. The payment shall be made after receipt and inspection / acceptance of complete material against a Purchase Order, at the Engineering Store, Banganga within a period of 20 days from the date of issuance of GR.

11. **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, pandemics 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.

12. **Jurisdiction:** All disputes arising hereto are subject to Jurisdiction of the Courts of Law at Katra / Reasi.

13. **Rights reserved by SMVDSB:** The Competent authority of SMVDSB reserves the right:

- i. To cancel / terminate the RFIQ / Purchase Order during the period of its validity without assigning any reason thereof.
- ii. Grant of extension with or without imposing penalty, as deemed fit.
- iii. To visit the premises of the bidder to verify the production capacity of the bidder / quality of products.

Seal & Signature of the bidder

14. **Debaring:** In case the material is not supplied even after the lapse of penalty period, the purchase order deemed to have been cancelled and the firm shall be debarred from any further dealing with SMVDSB for a period of 03 years.
15. 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.
16. This is just a RFIQ and not a Purchase Order.
17. The broad terms and conditions have been included. However, other standard terms and conditions of supply may be incorporated in the Purchase Order to be issued in due course.
18. **Others**
- 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.
 - 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.
 - In case the successful bidder is filling GST return on quarterly basis, they must file the Invoice Furnishing Facility (IFF) on monthly basis for Bills to Shrine Board.
19. 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.
20. **Procedure for submission of Bid:**
- Bidders are required to submit their bids including all supporting documents as per Clause 1 of the RFIQ along with the Price Bid as per **Annexure – “A”**.
- The Price Bid must be absolute and unconditional.
 - Conditional bids shall be summarily rejected.
 - Rates must be quoted strictly as per the prescribed format without any deviation.
- (a) **Submission Method:**
- The Bid must be sealed in envelope super scribed as “**Quotation for the procurement of Cement**” against **RFIQ NO. CO/Pur/Civil/24/09/2968** dated **17.12.2025** and submitted in-person at the office of SMVDSB, Katra by **3:00 PM** (15:00 Hrs) on **24.12.2025** or sent via Registered Post /Speed Post/ Courier addressed to:

Asstt. Chief Executive Officer (VB)
Shri Mata Vaishno Devi Shrine Board
Central Office, Jammu Road, Katra (J&K) – 182301

- Bids received after the due date and time will not be considered** under any circumstance.

21. The quotations shall be opened by the Committee, at Central Office, SMVDSB, Katra in the presence of the bidders who may choose to remain present.
22. The Shrine Board shall not be responsible for any postal delay. Any conditional offer OR offers which are not appropriately sealed as per the format, as explained above, OR offers received after the stipulated date and time, shall not be entertained. Any cutting or overwriting in the Documents will also make the bid liable for rejection.

Sd/-
(Vipan Bhagat), JKAS
Asstt. Chief Executive Officer

Seal and Sign of the firm

****Please read terms and conditions before submitting the quotation.***

(On the letter head of the firm)**PRICE BID**

To,

The Asstt. Chief Executive Officer (VB),
Shri Mata Vaishno Devi Shrine Board, Katra.

Subject: **Quotation for the Procurement of Cement**RFIQ No: **CO/Pur/Civil/24/09/2968**Dated: **17.12.2025**

Sir,

I, _____ representative / proprietor of M/s _____ hereby submit my following rates as per the specification / UOM / requirement of Shrine Board, NET rates inclusive of GST, freight, loading / unloading, toll tax and other taxes / charges F.O.R. Engineering Store, Banganga, Katra:-

Description of Item	Brand / Make	NET Rate (inclusive of GST, freight, loading, unloading, labour charges, toll tax and other taxes / charges) F.O.R. Engg. Store, Banganga, Katra.	
Non-Trade PP Cement of 50 Kg Capacity each as per IS 1489 Part 1 and 2 (1991)			per bag.

Notwithstanding anything mentioned in our price bid, we hereby accept all the terms and conditions mentioned in the RFIQ which are being signed in token of my acceptance. We hereby undertake and confirm that I/we have understood the specifications properly and shall supply the material as per the required specifications to SMVDSB.

I further affirm that 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: _____

Full Address: _____

E-mail Id: _____

The price to be quoted / offered on the letter head of the firm only as per the price bid format.