



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

Central Office, Jammu Road, Katra (JK – UT) 182301

e-mail: [purchase\\_sec@maavaishnodevi.net](mailto:purchase_sec@maavaishnodevi.net), [aceov@maavaishnodevi.net](mailto:aceov@maavaishnodevi.net)

No. CO/Pur/Civil/25/174/902

Dated: 26.06.2025

**Request for Inviting Quotations (RFIQ)**

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

S. No.	Description of Item	Specifications	Brand / Make	Req. Qty
01.	CGI Sheet 18 Gauge	GC Sheet: IS 277 : 2003 {1.25 x 810 or 900 x 3000mm}	Ispat / Bhushan / Jindal / JSW / Tata / SAIL / Kamdhenu	2,000 kg
02.	CGI Sheet 22 to 24 Gauge	22 gauge: {0.80 x 810 or 900 x 3000mm} 24 gauge: {0.63 x 810 or 900 x 3000mm}		14,300 kg

**Terms and conditions:**

**1. Documents to be submitted:**

- i) GST Certificate.
- ii) Relevant document viz. Test certificates, BIS / IS Certificate etc in respect of said material shall be submitted at the time of supply without which the material shall not be accepted.

**2. Validity:**

The validity of quotation should be 20 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, freight and other taxes / charges and F.O.R. Engineering Store, Banganga.
- ii) The participating firms are advised to quote per kg rates (inclusive of all) (Rates excluding GST and Ex-Shop shall not be considered even after opening of the quotation).

**4. Delivery:**

The delivery period shall be **20 days** or less from the 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.

**5. Earnest Money Deposit (EMD):**

Participating firm has to submit Earnest Money Deposit in the shape of **CDR/FDR** amounting to **Rs. 28,500/-** (Rupees Twenty Eight Thousand Five Hundred only) pledged to FA/CAO, SMVDSB, Katra or transfer the amount through **NEFT** in the official account of SMVDSB Account No. 0235040500001804, IFSC - JAKA0KATTRA ("0" Zero). The EMD shall be returned to all un-successful bidders after the issuance of Purchase Order. However, the EMD of the successful bidder (s) shall be retained as Security Deposit.

6. Furnishing of EMD for an amount less than the stipulated amount mentioned in the RFIQ quoting the exemption as Small Scale Industries or any other reason shall not be entertained and the quotation / offer submitted by the firm shall be rejected outrightly.
7. **Release of EMD of successful bidder:**  
EMD shall be released only after the satisfactory delivery of the complete material as per the Purchase Order.
8. The conditional, illegible, ambiguous quotation (s) and quotation (s) received after the stipulated date and time shall be outrightly rejected.
9. The material to be supplied strictly should be from the brands / make / specifications mentioned in the RFIQ. No change in the Brand / Make / specifications shall be accepted. Any change in the Brand / Make / Specifications shall outrightly be rejected. Kindly note that the ISI is not a brand / make of the product.
10. The Board reserves the right to establish reasonability of rates, to negotiate with the L-1 bidder for each item or to bifurcate the Purchase Order amongst more than one bidder (on L-1/negotiated rates).
11. **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.
12. **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 mentioned 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).

13. **Debarring:**

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 continuous period of 03 years and the EMD of the firm shall be forfeited without any communication.

14. 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.

15. **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.

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

17. **Payment:**

No Advance payment shall be made. The payment shall be made after receipt, acceptance and inspection of each consignment at the Engineering Store, Banganga within a period of 20 days from the date of issuance of GR.

18. **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. To forfeit the CDR/FDR of defaulter supplier.
  - iii. Grant of extension with or without imposing penalty, as deemed fit.
  - iv. To split the demand among two or more firms.
  - v. To visit the premises of the bidder to verify the production capacity of the bidder / quality of products.
19. This is just a RFIQ and not a Purchase Order.
20. 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.

21. **Procedure for submission of Bid:**

The firm shall submit the Price Bid on their letter head as per Annexure "A", in a sealed envelope super-scribed "**QUOTATION FOR SUPPLY OF STEEL MATERIAL (CGI SHEETS)**" against **RFIQ No. CO/Pur/Civil/25/174/902 dated 26.06.2025** which shall contain all relevant details along with requisite Earnest Money Deposit.

22. All such offers, along with the terms and conditions duly signed, and enveloped as described above, must be submitted in person in the office of the SMVDSB, Katra by 3:00 PM (1500 hrs) on **03.07.2025**. Alternatively the sealed offer may be sent by Registered Post /Speed Post/ Courier addressed to the office of the Chief Executive Officer, Central Office, Jammu Road, Katra (J&K) - 182301 so as to reach by 3:00 PM (1500 hrs) on **03.07.2025**. The offer(s) received after the due date and time shall not be considered under any circumstance.

23. The quotations shall be opened by the Committee at Central Office, Katra in the presence of the bidders who may choose to remain present.
24. 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**

**\*Read terms & conditions carefully before submitting the quotation**

## Annexure – “A”

(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 Steel Material (CGI Sheets)**

**RFIQ No: CO/Pur/Civil/25/174/902**

**Dated: 26.06.2025**

Sir,

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

S. No.	Description of Item	Req. Brand / Make	Req. Qty.	Brand / Make offered	Net rates inclusive of GST, loading, <u>unloading</u> , labour charges, toll tax and other taxes / charges and F.O.R ES, Banganga, Katra.	
01.	CGI Sheet 18 Gauge GC Sheet: IS 277 : 2003 {1.25 x 810 or 900 x 3000mm}	Ispat / Bhusan / Jindal / JSW / Tata / SAIL / Kamdhenu	2,000 kg			per kg
02.	CGI Sheet 22 gauge: {0.80 x 810 or 900 x 3000mm} 24 gauge: {0.63 x 810 or 900 x 3000mm}		14,300 kg			per kg

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 deliver the material as per the required specifications, brand 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 \_\_\_\_\_

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

Contact Person: \_\_\_\_\_ Contact No: \_\_\_\_\_

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

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