



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

No: CO/PUR/NE/168/8777

Dated 20/01/2024

**Request for Inviting Quotations (RFIQ)**

Shrine Board is interested in procurement of following urgent nature of Catering items of following approved brands:-

S. No.	Description of Items	Approx. Qty. required for (03 ) Months
1.	Brown Sugar Sachet ( <b>Best Quality</b> )	30,000 Nos
2.	Milk sachets of reputed brands such as <b>Nestle, Mother Dairy, Amulya etc.</b>	30,000 Nos
3.	Coffee Sachet of reputed brand such as <b>Nescafe, Bru, CCD etc.</b>	30,000 Nos

Interested firms send their quotation giving full details viz. price, payments terms, delivery schedule and other conditions of sale including special discount for this organization. The quotation addressed to undersigned should reach this office through speed post, Registered post, Reputed courier service, through e-mail ([nes\\_purchase@maavaishnodevi.net](mailto:nes_purchase@maavaishnodevi.net)) or can be personally submitted to this office by or before **27- 01- 2024** positively. Following particulars must be mentioned on the envelope containing your quotation: -

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**QUOTATION**

**NOT TO BE OPENED BEFORE. 27-01-2024.**

**RFIQ No.Co/Pur/NE/168/8777**

**DATED 20 -01-2024**

**Terms & Conditions: -**

1. The interesting vendors shall submit quotation.
2. This is just a RFIQ and not a Purchase Order.
3. Rate to be quoted should be NET inclusive of GST all taxes, having special discount to SMVDSB and FOR Non-Engineering Store, Banganga and valid for a period of 20 days from the last date of receipt of quotation.
4. The successful firm shall have to deliver the material within a period of 15 days from the date of issuance of supply orders from time to time during the rate contract period.
5. Donations to Shri Mata Vaishno Devi Shrine Board, Katra are exempted from Income Tax under Section 80-G of the Income Tax Act.
6. The rates quoted shall remain valid for a period of **Six (06) Months** from the date of issuance of 1<sup>st</sup> supply order. The rate approval order is extendable upto One year on the existing approved rates, terms and conditions, subject to satisfactory supply of aforesaid items as per the sole discretion of the competent authority of SMVDSB.
7. The supplier shall also mention six digit HSN code of material to be supplied.
8. The quantities mentioned in the format are indicative in nature and can be increased / decreased substantively according to the requirement of SMVDSB.
9. Shrine Board Reserves the right to split the demand among one or more firms.
10. Shrine Board Reserves the right to cancel the RFIQ without any prior notice
11. No Advance payment shall be made. The payment shall be made after receipt and proper inspection of each consignment of material at Non-Engineering Store, Banganga Katra within a period of 20 days from the date of issuance of G.R.
12. 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.

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13. *In case of failure to supply the material within the stipulated period the following penalty shall be imposed upon you for the delay:- i) Upto 15 days @ 1% ii) From 16<sup>th</sup> days upto 22 days @1.5 % iii) From 23<sup>rd</sup> days upto 30 days @ 2%.. Beyond 30 days, the supply order will be deemed to have been cancelled, without any further correspondence with your firm regarding the subject.*
14. *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 deem fit to the authority shall be levied.*
15. 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. In case of incomplete supply, an amount equal to 2% of the total value of work shall be deducted from the due payment of the supplier.
17. The Shrine Board reserves the right to negotiate the quoted rates, terms and conditions with the lowest bidder or any of the other bidders on quality basis to ascertain the suitability of the acceptable offer.
18. Conditional, illegible, ambiguous quotation (s) and quotation (s) received after the stipulated date and time shall be out rightly rejected.
19. Other terms and conditions shall be reflected in the supply order.

**Sd/-**  
**(Ajay Salaan) JKAS**  
**Dy. Chief Executive Officer**

Copy to the:-

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