



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

No.CO/Pur/NE/168/9838

Dated: 23.02.2024

REQUEST FOR INVITING QUOTATION

SMVDSB invites sealed quotations (on the letter head of the firm) from **reputed manufacturers / distributors / dealers / suppliers** for furnishing the rates of following:-

Sr. No.	Item Description	Approx. Qty. required for Six Months	Validity of Rates
1	Desi Tea in 500 Gms packing (Generic)	10 Kgs	Six Months from the date of issuance of Rate Approval Order/1st supply order
2.	Chirwa (Poha) in 01 kg packing (Patanjali & Rajdhani)	1500 Kgs	
3.	Salt Kandla in 10 kg packing (Generic)	2,000 Kgs	
4.	Mitha Soda (in 100 Gms packing (Generic)	200 Kgs	
5.	Dal Mash Powder in 10 kg packing (Generic)	2,500 Kgs	
6	Rice Rattana Powder in 10 kg packing (Generic)	12,000 Kgs	
	Papad (in 200 gms packing) i.e Lijjat, Haldiram & Bikano	1,200 Pkts	

You are as such requested to kindly send your sealed quotation along with relevant documents for the supply of the same giving full details in sealed cover viz. Net price (inclusive of GST & other taxes, F.O.R. Non Engineering Store, Banganga, Katra), payment terms, delivery schedule and other conditions of sale including special discount to SMVDSB (if any). However, Donations to Shri Mata Vaishno Devi Shrine Board, Katra are exempted from Income Tax under Section 80-G of the Income Tax Act.

Your sealed quotations addressed to Dy. Chief Executive Officer (V), Shri Mata Vaishno Devi Shrine Board, Central Office, Katra should reach through Speed Post / Registered Post / reputed courier or be personally handed over to the Purchase Section on or before **04.03.2024 upto 05:00PM** positively. Quotations after due date and time and without samples shall not be accepted.

Following particulars must be mentioned on the envelope containing your quotation:-

RFIQ – Catering items
NOT TO BE OPENED BEFORE 04 .03.2024 upto 05:00PM
RFIQ No. CO/Pur/NE/168/9838 dated: 23 .02.2024

Terms and Conditions:

1. This is just a RFIQ and not a Purchase Order.
2. Rate should be NET inclusive of all taxes, having special discount to SMVDSB and the same shall be delivered at Engineering Store, Banganga, Katra within the period mentioned in the subsequent Purchase Order. **However, Donations to Shri Mata Vaishno Devi Shrine Board, Katra are exempted from Income Tax under Section 80-G of the Income Tax Act.**
3. **The rate quoted should be NET and valid for a period of 20 days from the date of Opening of quotation and should be valid for a period of Six Month from the date of issuance of Rate Approval Order /1st supply Order. The Rate approval order is extendable for another period of (03) Month on the existing approved rates, terms and conditions, subject to satisfactory supply of aforesaid Ration items.**
4. You are requested to send your sealed quotations by or before **04 .03.2024 upto 05:00PM**, quotations after due date and time shall not be accepted. ▲
5. **The participating firm shall have to submit sealed sample of each items alongwith sealed quotation without which the offer submitted by the participating firm shall not be considered.**

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6. The approved firm shall have to deposit Earnest Money in the form of CDR / FDR pledged to FA/Chief Accounts Officer, SMVDSB, Katra amounting to Rs.10,000/- (Rupees Ten Thousand only) against for the supply of above referred catering items drawn from any Nationalized / scheduled Bank having validity of 12months shall be furnished before placing rate approval order
7. If the any firm withdraws his offer before the expiry of the said period or makes any modifications in the terms and conditions of the Purchase Order, the earnest money/security deposited by the tenderer shall be forfeited without anynotice.
8. If the successful firm fails to abide by the terms and conditions of the RFIQ / Purchase Order or did not supply the material, the earnest money/security deposited by the tenderer shall be forfeited without any notice
9. Rate should be Net inclusive of all taxes, having special discount to SMVDSB (if any) and the same shall be delivered at Non Engg. Store, Banganga, Katra. The supplier has to mention the price of the material, CGST & SGST separately while raising the bills of supplies.
10. The rates should strictly be quoted on the format enclosed with RFIQ and as per the specification / UOM / requirement. Any deviation from the same shall tantamount to rejection of the offer / rates quoted by you.
11. The quantities mentioned in the format are indicative in nature and can be increased / decreased substantively according to the requirement from time to time during the rate approval period.
12. Shrine Board Reserves the right to split the demand among one or more firms on quality basis to ascertain the suitability of the acceptable offer.
13. Shrine Board Reserves the right to cancel the RFIQ without any prior notice.
14. No Advance payment shall be made. The payment shall be made and after receipt and proper inspection of complete material at Non Engineering Store, Banganga.
15. The Shrine Board reserves the right to negotiate the quoted rates, terms and conditions with the lowest bidder or any of the other bidder on quality basis to ascertain the suitability of the acceptable offer.
16. 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.
17. 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.
18. The Shrine Board reserves the right to reject, accept or prefer any quotation in part or full at any stage if not in conformity to the quality, terms & conditions mentioned in the RFIQ. Shrine Board also reserves the right to re-invite the RFIQ at its sole discretion.
19. Conditional, illegible, ambiguous quotation(s) and quotation(s) received after the stipulated date and time shall be out rightly rejected.
20. The other terms and conditions shall be reflected in the supply order.

Sd/-

(Vishavjeet Singh), JKAS
Dy. Chief Executive Officer
S.M.V.D. Shrine Board, Katra

Seal & Signature of the bidder

PRICE BID
(on the letter head of the firm)

To,
The Dy. Chief Executive Officer (V),
Shri Mata Vaishno Devi Shrine Board,
Katra.

Subject: Quotation for Supply of Ration items.

Ref. No.: RFIQ No: CO/Pur/NE/168/9838

dated: 23 .02.2024

Sir,
I, _____ representative / proprietor from M/s _____ hereby submit my following rates for the supply of material as per the requirement of Shrine Board, rates of which are **NET inclusive of GST, freight, loading / unloading and other taxes / charges F.O.R. Non Engineering Store, Banganga, Katra:-**

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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 / higher 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:

E-mail Id: _____

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