



**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, purchase_sec@maavaishnodevi.net,
aceog@maavaishnodevi.net

Notice Inviting e-Tender

e-NIT No. CO/Pur/NE/609/ 255

Dated: 20 .04.2026

For and on behalf of Shri Mata Vaishno Devi Shrine Board (SMVDSB), e-Tender under two-bid system are hereby invited through the Chief Executive Officer, SMVDSB, Katra, J&K, from reputed professional manufacturers/authorized suppliers dealing in Supply of **Pouch Prasad** to Shri Mata Vaishno Devi Shrine Board, Katra, **initially 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 contract shall be extendable by another One Year on same rates, terms and conditions, subject to satisfactory performance of vendor and the sole discretion of the Competent authority of SMVDSB.**

S. No	Description of Material.	Approx. Quantity required	Tender Fee (non refundable)	Amount of EMD in the shape of CDR / FDR
1	<p><u>Pouch Prasad</u> <u>Twin sachet paper covering Pouch Prasad in two sachets (Glassine Paper with heat sealable Food Grade Paper of size 55 x 120 mm containing 5 gms Crystal Sugar (Mishri) and in 2nd sachet containing one no coin of pure aluminum, diameter 20.4 mm and thickness 1.4 mm with Shrine Board logo in one side and pindies of Mata Ji on other side and engraved year of supply.</u></p> <p>Note: please also incorporate the following on the wrapper:- (a) SMVDSB SMVDSB PRASAD KHAZANA (b). Alphabet code of the approved firm is to be printed below the word PARSHAD on the wrapper.</p>	60,00,000 Nos	Rs. 2,500/-	Rs.1,75,000/-

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 **SMVDSB website www.maavaishnodevi.org** as per following schedule:

Date of Publishing of e.NIT	21.04.2026 at 10:00 AM
Download Start Date	21.04.2026 from 10:30 AM onwards
Bid Submission Start Date	21.04.2026 from 11:00 AM onwards
Bid submission End Date (Online)	11.05.2026 upto 02:00 PM
Date of Opening of Technical Bid (Online)	12.05.2026 at 03:00 PM
Date of Opening of Financial Bid (Online)	Shall be intimated to the technically qualified bidders.

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

Non Refundable **(even in case of cancellation of e-NIT for any reason)** Tender Fee amounting to **Rs. 2500/- (Rupees Two Thousand Five Hundred Only)** through NEFT 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 the prescribed Technical Bid Form at Annexure-‘A’.

The Earnest Money deposit in the form of **CDR/FDR pledged to FA/Chief Accounts Officer, SMVDSB, Katra amounting to Rs.1,75,000/-(Rupees One Lakh Seventy Five Thousand only)** from any Nationalized / scheduled Bank. The same shall be uploaded along with Technical Bid Documents on e-tendering portal without which the offer submitted by the participating bidder shall not be considered. (Hard copy of the EMDs, in a separate envelope, shall be deposited via Registered Post **or** Speed Post or by hand in the office of Chief Executive Officer , Purchase Department Shri Mata Vaishno Devi Shrine Board, Katra without which the offer submitted online shall not be considered). The EMD amount can also be 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 the prescribed Forms (Annexure-‘A’ and ‘B’).

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 by hand in the office of Chief Executive Officer, Purchase Department Shri Mata Vaishno Devi Shrine Board, Central Office, Katra– 182301 before the opening of the technical bid **i.e. 12.05.2026 upto 03:00PM** without which the offer submitted online by the bidder shall not be considered. SMVDSB is not responsible any postal delay whatsoever.

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 online 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 procure new Digital Signature Certificate.
4. The Technical Bids shall be opened online.
5. Financial Bids of (Technically Qualified Bidders only) shall also be opened online.
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 all the factors that may influence preparation of his tender.
18. 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.
19. 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.
20. 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.



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Subject: For and on behalf of Shri Mata Vaishno Devi Shrine Board (SMVDSB), e-Tender under two-bid system are hereby invited through the Chief Executive Officer, SMVDSB, Katra, J&K, from reputed professional manufacturers/authorized suppliers dealing in Supply of **Pouch Prasad** to Shri Mata Vaishno Devi Shrine Board, Katra, **initially 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 contract shall be extendable by another One Year on same rates, terms and conditions, subject to satisfactory performance of vendor and the sole discretion of the Competent authority of SMVDSB.**

1. REQUIREMENT:

S.No	Description of Material.	Aprox Qtyanty required	Tender Fee (non refundable)	Amount of EMD in the shape of CDR / FDR
1	<p><u>Pouch Prasad</u> <u>Twin sachet paper covering Pouch Prasad in two sachets (Glassine Paper with heat sealable Food Grade Paper of size 55 x 120 mm containing 5 gms Crystal Sugar (Mishri) and in 2nd sachet containing one no coin of pure aluminium, diameter 20.4 mm and thickness 1.4 mm with Shrine Board logo in one side and pindies of Mata Ji on other side and engraved year of supply.</u></p> <p>Note: please also incorporate the following on the wrapper:- (a) SMVDSB SMVDSB PRASAD KHAZANA (b). Alphabet code of the approved firm is to be printed below the word PARSHAD on the wrapper.</p>	60,00,000 Nos	Rs. 2,500/-	Rs.1,75,000/-

2. TENDER SCHEDULE:

Date of Publishing of e.NIT	21.04.2026 at 10:00 AM
Download Start Date	21.04.2026 from 10:30 AM onwards
Bid Submission Start Date	21.04.2026 from 11:00 AM onwards
Bid submission End Date (Online)	11.05.2026 upto 02:00 PM
Date of Opening of Technical Bid (Online)	12.05.2026 at 03:00 PM
Date of 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 is also available on SMVDSB website **www.maavaishnodevi.net** for reference only.

- The 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/ELIGIBILITY CRITERIA

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 procedure given below:

A. Technical Bid:

- i) **Tender Fee:** - Non Refundable Tender Fee of **Rs. 2500/- (Rupees Two 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 the prescribed Technical/ Financial Bid Form at **Annexure-‘A’ and ‘B’**.
- 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.1,75,000/- (Rupees One Lakh Seventy Five Thousand only)** drawn from any Nationalized / scheduled Bank having validity of 02 years or 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 out rightly. In case of NEFT transfer, the bidder shall mention UTR No. in the prescribed Technical/ Financial Bid Form at **Annexure-‘A’ & ‘B’.**(EMD in the shape of Demand Draft shall not be accepted.)
- 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 of 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) **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.
- vi) **Experience / Past Performance:-**
 - a. The average annual financial turnover of the “The Bidder” during the last three years, ending 31st March, 2025 of the previous year should be atleast 60% of the estimated Tender cost (documentary proof to be attached). The turnover of the sister concern firms / subsidiaries shall not be considered.
 - b. The Net Worth of the Bidder should be positive and also should not eroded by more than 30% for the past three financial years, i.e. FY 2022-2023, FY 2023-2024 and FY 2024-2025 duly certified by a Chartered Accountant duly mentioning UDIN.
 - c. Copies of the ITR’s for the last three years to be attached with the years specified (2022-23, 2023-24 & 2024-25).
 - d. The bidder should not have suffered any financial loss during the last three years ending 31st March, 2025.
 - e. Capability, Equipment & Manufacturing Facilities:- The bidder must have an annual capacity to either manufacture or supply the estimated quantity (self certificate to be attached).
 - f. Valid License duly issued by the concerned authorities under Food Safety and Standards Act-2006.(Self attested copy to be attach).

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

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. Security Deposit:

The successful bidder shall deposit an amount equals to **5% of the contract amount as Security Deposit before issuance of Rate approval order**, in the shape of CDR/FDR/ TDR pledged to 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” Zero). The EMD of the Successful bidder shall be returned subsequently within a period of 15 days after submission of Security Deposit.

6. SAMPLES

The bidder shall have to submit Five samples **Pouch Prasad** along with the Hardcopies of the Technical Bid Documents as per the required or higher specifications to SMVDSB without which the offer submitted online shall not be considered.

Any participating bidder wishes to inspect the sample of Pouch Prasad may visit “Office of the Chief Executive Officer, Purchase Department, SMVDSB, Central Office, Katra” on any working day from 10 AM to 5 PM before the submission of the online bid. No claim / query shall be entertained after opening of the online bid (Technical as well as Financial).

7. RATES:

- i. The Rates should be quoted at the prevailing GST Rate without which the bid shall be rejected. The parties who are filing GST return on quarterly basis should file monthly IFF return.
- ii. The rates quoted must be F.O.R. Non Engineering Store, Banganga, Katra inclusive of GST, levies/discounts & other taxes.
- 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. After the successful culmination of tender, if the approved bidder refused to comply with the rate approval order and subsequently the Purchase orders on account of any reason, the same firm(s) shall be debarred from further dealing with the Board for a continuous period of 03 years and forfeiture of EMD/Security deposit.
- vii. The rates remain 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 contract shall be further extendable for another One Year on same rates, terms and conditions, subject to satisfactory and sole discretion of the Competent authority of SMVDSB.
- viii. The supplier will have to supply the material against the Purchase 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.
- ix. 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.
- x. If at any time it is established that successful tenderer has sold the items to any other Government /Semi-Government department/ Institutions at a lesser price, the firm 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.

8. RIGHT RESERVED BY SMVDSB:

- a) The Shrine Board reserves the right to split the demand among more than one qualified bidder(s) 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 to arrive at an acceptable offer.
- d) The Competent authority of SMVDB reserves the right to:-
 - a) To cancel/ terminate the e-NIT / Purchase order / letter of award (LOA) during the period of its validity without assigning any reason thereof.
 - b) To forfeit the EMD/Security deposit of defaulter supplier.
 - c) Debarring any defaulter supplier from any further dealing with Shrine Board for a period of three years.
 - d) Grant of extension with or without imposing penalty, as deemed fit.
- e) 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.

9. SIGNING OF TENDERS:

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

10. VALIDITY:

- i. The offer shall remain valid and open for acceptance for a period of **90 days** from the date of opening of technical bid and 60 days from the opening of Financial bid, if the tenderer withdraws its bids 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.
- ii. The rates quoted by the tenderer shall remain 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 Contract shall be **initially 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 contract shall be extendable by another One Year on same rates, terms and conditions, subject to satisfactory performance of vendor and the sole discretion of the Competent authority of SMVDSB.**

11. 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.

12. DELIVERY PERIOD: 20 days.

Note: After the expiry of prescribed delivery period, the pending material may or may not be accepted. In case of non-acceptance of material, this order (to the extent of undelivered quantity), shall be deemed to be cancelled automatically without any further correspondence with the vendor. However if, for any justified reasons (to be brought on record), it is decided by the Shrine Board to accept the delayed supply of material, suitable penalty; at the discretion of Competent Authority may be imposed on the vendor.

13. 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.

14. 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.

15. JURISDICTION:

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

16. **Arbitration:** In case of any dispute arising between the parties hereto, relating to the supply of "Pouch Prasad" 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 Arbitration 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, to select a 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 selection 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.

17. **Other Terms and Conditions:**

- i) **The participating firm/bidder shall have to submit Five samples Pouch Prasad without which the offer submitted online shall not be considered.**
- ii) The tenderer shall not be entitled to revoke or withdraw their tenders or vary or modify after its submission.
- iii) The tenders shall be opened on the same day or any other subsequent day convenient to the authorities in presence of such tenderers who may choose to be present at the time of opening.
- iv) These terms and conditions will form an integral part of the Rate approval order / Purchase order with the successful tenderer(s), which the tenderer shall have to enter into with the SMVDSB.
- v) In case of any dispute arising out of the Rate Approval Order / Purchase order, the Chief Executive Officer / Addl. Chief Executive Officer, SMVDSB, Katra decision shall be final and binding upon both, the supplier as well as the Shrine Board.
- vi) The tenderers furnishing the CDR 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 tender shall be out-rightly rejected**
- vii) Conditional, illegible, ambiguous tender(s) received after the stipulated date and time shall be out rightly 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.**
- viii) The quantities mentioned in the Tender Format are indicative in nature and can be increased / decreased substantially according to requirement from time to time during the currency of contract.
- ix) 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 at the discretion of Board.

- x) 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).
- xi) The EMD in respect of un-successful tenderer (s) shall be released after the allotment of the contract to the successful bidder.
- xii) In case of any revision of GST/local taxes, same shall be borne by the supplier.
- xiii) The Rate Approval Contract shall be initially for a period of One year, extendable upto another One Year on same rates, terms and conditions, subject to satisfactory supply during the contract period as per the sole discretion of the competent authority of SMVDSB and subject to validity of EMD.
- xiv) **In case, the yatra to the holy Shrine suspends due to un avoidable circumstances during the contract period the approved supplier shall have to provide the replacement of expired material lying if any at different Units of Shrine Board.**

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. 2500/- (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.1,75,000/- (Rupees One Lakh Seventy Five 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.)	
(iii)	<u>Financial Standing under all conditions:-</u>	
(a)	The average annual financial turnover of the “The Bidder” during the last three years, ending 31st March, 2025 of the previous year should be atleast 60% of the estimated Tender cost (documentary proof to be attached). The turnover of the sister concern firms / subsidiaries shall not be considered.	
(b)	The Net Worth of the Bidder should be positive and also should not eroded by more than 30% for the past three financial years, i.e. FY 2022-2023, FY 2023-2024 and FY 2024-2025 duly certified by a Chartered Accountant duly mentioning UDIN.	
(c)	Copies of the ITR’s for the last three years to be attached with the years specified (2022-23, 2023-24 & 2024-25).	
(iv)	<u>Capability, Equipment & Manufacturing Facilities: -</u> <u>The bidder must have an annual capacity to either manufacture or supply atleast the estimated quantity (self-certificate to be attached).</u>	
(vi)	Bidder’s Credentials: - The bidders shall submit their credentials of the firm as per Annexure – “C”	
(vii)	GST Registration Certificate & PAN: - Self attested copy of GST Registration Certificate and PAN to be attached.	
(viii)	Copies of the ITR’s for the last three years to be attached with the years specified (2022-23, 2023-24 & 2024-25).	
(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 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.	
(xi)	No Deviation Certificate: - The bidder shall submit No Deviation Certificate as per format enclosed at Annexure – E .	
(xii)	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.	
(xiii)	Submission of Samples –Five Pouches of Pouch Prasad to be submitted.	

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

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

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

Financial Bid Format

Annexure – B

To,

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

Subject:e-NIT for Supply of Pouch Prasad.

Ref. No: e-NIT No: CO/Pur/NE/609/255

Dated: 20.04.2026

UTR No: _____

CDR/FDR No: _____

Dear Sir,

I, _____ authorized representative of M/s _____
_____ hereby submit the e-tender for the **Supply of Pouch Prasad as per the required specifications of SMVDSB or higher specifications along with 05 (Five) samples 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 item	Approx Annual Qty Reqd.	Net Rate of each Pouch Prasad inclusive of GST & FOR Non Engg. Store Banganga, Katra.
1	<u>Pouch Prasad</u> <u>Twin sachet paper covering Pouch Prasad in two sachets (Glassine Paper with heat sealable Food Grade Paper of size 55 x 120 mm containing 5 gms Crystal Sugar (Mishri) and in 2nd sachet containing one no coin of pure aluminium, diameter 20.4 mm and thickness 1.4 mm with Shrine Board logo in one side and pindies of Mata Ji on other side and engraved year of supply.</u> Note: please also incorporate the following on the wrapper:- (a) SMVDSB PRASAD SMVDSB KHAZANA (b). Alphabet code of the approved firm is to be printed below the word PARSHAD on the wrapper.	60,00,000 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)

Annexure – C

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/609/255
Dated: 20.04.2026**

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 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) The firms participating in the said e.NIT are requested to furnish the name of the Brand / Make to be supplied by them without fail.
- b) 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.
- c) 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.
- d) When standard vendor data sheet disagrees with bid, clarifications should accompany necessarily.
- e) 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).
- f) 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.
- g) The tenderer(s) shall be bound to provide benchmark supply order copy of institutions if asked by SMVDSB.
- h) If at any stage, any dispute arises between the tenderer(s) and **SMVDSB**, the terms and conditions of the 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.
- i) If during the processing of the NIT or during the currency of the contract, the offered item(s) are upgraded or a new variant/model is introduced then the participating tenderer(s) shall be bound to supply the upgraded/improved version if asked by SMVDSB free of cost.
- j) 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.
- k) Also if the equipment/technique etc. has been mentioned against the tendered item(s), then in such case it shall be implied that the participating company(s) have quoted item(s) fully compatible to such equipment/technique.
- l) The tenderer(s) should quote against the unit size indicated in the BOQ for each item(s), Further the item(s) which comes in different sizes, it shall be construed that the rates for all such sizes is same irrespective of the size unless otherwise mentioned explicitly.