



**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

Request For Inviting Quotations (RFIQ)

RFIQ No. CO/Pur/Civil/26/09/2193

Dated: 17.09.2026

For and on behalf of Shri Mata Vaishno Devi Shrine Board, through Chief Executive Officer, Offers under **two (02) bids system** are hereby invited from the principal manufacturers 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)	5000 Bags	Ambuja / ACC / Bangur / Ramco / Shree Cement / Ultra Tech.

The RFIQ consisting of Qualifying Information, Eligibility Criteria, Specifications, Bill of Quantities, (B.O.Q), set of Terms & Conditions of RFIQ 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 RFIQ	17.09.2026 at 03:00 PM
Download Start Date	17.09.2026 at 03:00 PM onwards
Bid Submission Start Date	17.09.2026 at 03:00 PM onwards
Bid Submission End Date (Online)	22.09.2026 upto 03:00 PM
Date of Opening of Technical Bid (Online)	24.09.2026 at 03 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 i.e. www.jktenders.gov.in and should be submitted strictly in accordance with the provisions of the detailed RFIQ. **Complete bidding process will be done online on e-tender portal www.jktenders.gov.in only.**

However, the RFIQ document is also available on the official website of SMVDSB i.e. www.maavaishnodevi.org for reference purpose only.

Earnest Money Deposit (EMD):

- Earnest Money Deposit amounting to **₹ 30,000/- (Rupees Thirty Thousand only)** shall be paid in the shape of **CDR / FDR** drawn from any Nationalized / Scheduled Bank duly pledged to FA & CAO, SMVDSB.
- Alternatively, the bidders may also transfer the required amount on account of EMD in online mode (**IMPS / NEFT / RTGS**) in the following account of the Shrine Board:

Account No. : 0097010100000706
Type of Account : SB
Banker : Jammu and Kashmir Bank Ltd.
Branch : Main Branch Katra
IFSC Code : JAKA0KATTRA
Title of Account : Shri Mata Vaishno Devi Shrine Board

CDR/ FDR (in original) must be submitted in Purchase Section, Central Office, Katra on or before bid submission end date. **In case of online transfer**, the print-copy of screenshot of transaction must be uploaded on the tendering portal only. **In addition, the full details of the Bank Account from which the transaction has been made shall have to written on the body of the Transaction Screenshot.** The transaction to the account specified above shall only be accepted. **The transaction made to any other account of Shrine Board shall be treated as failure to deposit the prescribed EMD.**

No document shall be submitted to SMVDSB in physical form except the EMD.

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

No: CO/Pur/Civil/26/09/2193
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Instruction to bidders regarding the process:-

1. The interested bidder can download the RFIQ document from the website **www.jktenders.gov.in** and **www.maavaishnodevi.org**.
2. Before starting the bidding process, bidders are advised to carefully read the Instructions, Terms and Conditions mentioned in the Document online on e-tendering portal i.e. **www.jktenders.gov.in**.
3. The bidders, in their own interest, are requested not to wait till the last moment for submission of bid to avoid last minute rush and local problems related to internet connectivity, law and order, strike, closure of establishments etc. The SMVDSB shall not be responsible, if bids could not be uploaded due to such problems at the bidders' end.
4. The bidders must possess valid Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of trust to the Root Certificate of CCA. Bidders can get above mentioned digital certificate from any approved vendors.
5. The Bidders, who already possess valid (DSC) Digital Signature Certificates, need not to procure new Digital Signature Certificate.
6. The offer should be submitted (uploaded) strictly as per the terms and conditions and procedures laid down in the website failing which the offer is liable for rejection. Bidders should download the complete RFIQ including the Annexure and read carefully before filling the details and uploading the documents.
7. The offers with any deviations to the RFIQ's terms and conditions shall be liable for rejection.
8. The Technical Bids shall be opened online.
9. Only Financial Bids of technically qualified bidders shall be opened online.
10. 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.
11. Bids will be opened online as per time schedule mentioned in the RFIQ.
12. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents have been attached with bid.
13. SMVDSB will not be responsible for delay in online submission of bids whatsoever reasons may be.
14. All the required information for bid must be filled and submitted online.
15. The details of EMD specified in the RFIQ document should be the same, as submitted online (scanned copies) otherwise bid will not be accepted.
16. 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, OEM or authorization certificate and other related documents etc., and attach these certificates as Non-Statutory documents while submitting their bids.
17. 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.
18. Bidders are advised to scan their documents at 100 DPI (Dots per Inch) resolutions with Black and White, PDF \ Scan properly.
19. The guidelines for submission of bid online can be downloaded from the website **http://www.jktenders.gov.in**. and **www.maavaishnodevi.org**.
20. SMVDSB shall not be held responsible for selection criteria/policy matter being adopted by the Directorate of Information regarding publishing the RFIQ, in any of the newspaper under circulation.
21. The tenderer should carefully study the document and prepare its tender with consideration of all provisions of the document. The concern should fully acquaint itself with site conditions and all other factors which may influence preparation of its tender.

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



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

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1. Procedure for submission of Bid:

Bidders are required to submit their bids under 2 bid system with Cover-I (Technical Bid) and Cover-II (Price Bid).

A. Cover-I (Technical Bid) This cover shall contain: -

i) Earnest Money Deposit.

- a) EMD amounting to **₹ 30,000/- (Rupees Thirty Thousand only)** shall be paid in the shape of **CDR /FDR** drawn from any Nationalized / Scheduled Bank duly pledged to the FA & CAO, SMVDSB.
- b) Alternatively, the bidders may also transfer the required amount on account of EMD in online mode (**IMPS / NEFT / RTGS**) in the following account of the Shrine Board:

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In case of online transfer, the print-copies of screenshots of transaction must be uploaded on the tendering portal only. **In addition, the full details of the Bank Account from which the**

transaction has been made shall have to written on the body of the Transaction Screenshot. The transaction to the account specified above shall only be accepted. **The transaction made to any other account of Shrine Board shall be treated as failure to deposit the prescribed EMD.**

- c) Furnishing of EMD for an amount less than the stipulated amount mentioned in the RFIQ or 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. The quotation will be considered of only those firms who had submitted requisite EMD.
- d) The EMDs of all un-successful bidders shall be returned after the issuance of Purchase Order(s) in favour of successful bidder.
- e) The EMD of the successful bidder shall be released only after the satisfactory supply / delivery of the material.
- ii) Copy of GST certificate.
- iii) RFIQ document **duly signed / stamped** by the bidder.
- iv) Copy of Principal manufacturer / dealer / distributor certificate.
- v) Bidder's detail as per **Annexure "A"**

B. Un-Price Bid:

- a) The bidders shall have to quote rates as per BOQ & has to submit online in the form of BOQ only as per **Annexure-B**.
 - b) 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. Nothing extra on any account shall be payable by SMVD Shrine Board.
 - c) The price bid should be absolute and unconditional.
 - d) Conditional bids shall be rejected.
 - e) The price bids of only such bidders shall be opened, who qualify in the technical stage.
 - f) Price bids not conforming to above standards or suffering from any flaw shall be rejected.
2. The participating bidder must ensure that only one quotation is submitted against a single PAN, irrespective of the number of GST registrations held. Any bidder found submitting more than one quotation against the same PAN shall be liable for rejection of bid and subsequently, debar from future dealings with SMVDSB for a period of three (03) years including forfeiture of EMD.

3. Conflict of Interest

A bidder shall not have a Conflict of Interest with one or more bidders participating in this Request for Inviting Quotation (RFIQ). A Conflict of Interest shall be deemed to exist if a bidder:

- a) Directly or indirectly controls, is controlled by, or is under common-control with another bidder; or
- b) Has common proprietor(s), partner(s), director(s), legal representative(s), beneficial owner(s), or controlling interest with another bidder; or
- c) Submits more than one quotation under the same Permanent Account Number (PAN), irrespective of the number of Goods and Services Tax Identification Numbers (GSTINs), business verticals, or branches; or
- d) Directly or indirectly submits, or causes to be submitted, more than one quotation against this RFQ.

Note: In the event of the existence of any of the above circumstances, all such quotations shall be liable to rejection and the Earnest Money deposit (EMD) shall be liable to forfeiture. Further, SMVDSB reserves the right to debar the concerned bidder(s) from participating in any procurement of SMVDSB for a period of three (03) years.

4. **Validity:**

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

5. Quantity mentioned in the RFIQ is indicative and can be increased or decreased as per requirement.

6. **Selection Criteria:**

The successful firm shall be selected that emerges as the Lowest bidder (L-1).

7. **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
1250 Bags	within 1 st week
1250 Bags	within 2 nd week
1250 Bags	within 3 rd week
1250 Bags	within 4 th week

8. The material to be supplied strictly should be from the brands / makes / specifications mentioned in the RFIQ. No change in the Brand / Make shall be accepted. Any change in the Brand / Make shall outrightly be rejected.

9. The Board reserves the right to establish reasonability of rates, to negotiate with the L-1 bidder.

10. **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.

11. **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 5 days @ 0.5%

b. From 6th day to 09th day @ 1%

c. From 10th day to 13th day @ 1.5% and

d. From 14th day to 15th 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 15 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).

12. **Payment Terms:** No Advance payment shall be made. 100% 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.
13. **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.
14. **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 period of 03 years and forfeiture of EMD.
15. **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.
16. This is just a RFIQ and not an 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. All disputes arising hereto are subject to jurisdiction of the Courts of Law at Katra / Reasi. The Arbitration proceedings shall be conducted as per "The Arbitration and Conciliation Act, 1996".

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

Seal and Sign. of the firm

(Please read all the contents of the RFIQ before the submission of the quotation)

(ON THE LETTER HEAD OF THE FIRM)**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: Also upload a cancelled cheque for verification of above bank details.

Seal and Signature of the bidder

Place:

Date:

UN-PRICE BID**(on the Letter Head of the Firm)**

To,

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

Subject: Quotation for the Procurement of Cement

RFIQ No: CO/Pur/Civil/26/09/2193

Dated: 17.09.2026

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 offered	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 / brands 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.