



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

No. CO/Pur/Elect/451-V/ 1411

Dated: 22.07.2026

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 OEMs or their authorized Distributors / Dealers only for seeking rates for entering into **Rate Contract for Supply of Electric Kettles for a period of one (01) year** as per the Specifications, Brand / Makes mentioned in **Annexure "A"**.

Terms and conditions:

1. Document to be submitted:

- i) GST Certificate.
- ii) OEM or its authorized distributor / dealer certificate of the Make offered.
- iii) RFIQ document, duly signed & stamped, as a token of acceptance of terms & conditions.

2. Earnest Money Deposit (EMD):

- i. Earnest Money Deposit in the shape of **CDR /FDR / TDR** amounting to **₹ 7,500/- (Rupees Seven Thousand Five Hundred only)** of any Nationalized / Scheduled Bank duly pledged to the FA & CAO, SMVDSB must be enclosed with the quotation.
- ii. 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.	:	<u>0097010100000706</u>
Type of Account	:	<u>SB</u>
Banker	:	<u>Jammu and Kashmir Bank Ltd.</u>
Branch	:	<u>Main Branch Katra</u>
IFSC Code	:	<u>JAKA0KATTRA</u>
Title of Account	:	<u>Shri Mata Vaishno Devi Shrine Board</u>

In case of online transfer, the print-copies of screenshots of transaction must be enclosed with the quotation. **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.**

- iii. 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. The quotation will be considered of only those firms who had submitted requisite EMD.
 - iv. The EMDs of all un-successful bidders shall be returned after the issuance of Rate Approval Order. However, the EMD of the successful bidder shall be retained as Security Deposit and shall be released only after the expiry of rate contract, subject to satisfactory report received from I/c Engineering Store, Banganga.
3. Validity:
The validity of quotation should be 20 days from the last date prescribed for submission.
4. **The last date for submission of sealed quotations is 29.07.2026 upto 3:00 PM**

5. Quantity mentioned in RFIQ is indicative and can be increased or decreased as per requirement.
6. **Rates:**
 - i) The rates should be NET inclusive of GST, loading, unloading, labour charges, toll tax, freight and other taxes / charges / F.O.R. Engineering Store, Banganga and **shall remain valid for a period of 01 year from the date of issuance of Rate Approval Order.**
 - ii) The participating firms are advised to quote per unit rate (inclusive of all)
 - iii) Rates excluding GST and Ex-Shop shall not be considered even after opening of the quotation.
7. **Selection of L-1 firm:**
 - i. The financial bids of the only those bidders shall be opened & evaluated, whose samples qualifies the technical parameters / approved specifications set forth in the RFIQ.
 - ii. The firm quoted lowest rate shall be considered for the allotment of the Rate Approval Contract for a period of 01 year reckoned from the date of its issuance.
8. **Delivery:**

The material shall be delivered within **15 days or as stipulated in the Purchase Order(s)** to be issued during the validity of rate contract. **Before submitting the quotation, the participating firms shall ensure that stock is available with them & it has the capacity to meet the delivery period criteria.** The Shrine Board may or may not extend the delivery period.
9. The conditional, illegible, ambiguous quotation (s) and quotation (s) received after the stipulated date and time shall be outrightly rejected.
10. 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.
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 4 days @ 0.5%
 - b) From 5th day to 6th day @ 1%
 - c) From 7th day to 8th day @ 1.5% and
 - d) From 9th day to 10th 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 10 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**

If the successful bidder fails to comply with the terms and conditions of the RFIQ after successful culmination of the RFIQ and placing of purchase order, the firm shall be debarred from further dealing with SMVDSB for a period of 03 years and the EMD/Security Deposit, if any, of the firm shall be forfeited without any communication.

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, 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.

15. **Payment:** No Advance payment shall be made. The 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.

16. **Warranty:** The successful firm shall provide a Warranty of atleast one (01) year on the material to be supplied. Certificate(s) shall be furnished at the time of supply of material.

17. **Rights reserved by SMVDSB:**

The Competent authority of SMVDSB reserves the right:

- i. To cancel/ terminate the RFIQ / Rate Approval Order / Purchase Order during the period of its validity without assigning any reason thereof.
- ii. To forfeit the EMD of defaulter supplier.
- iii. To debar any defaulter firm from any further dealing with Shrine Board for a period of three years.
- iv. To grant of extension with or without imposing penalty, as deemed fit.
- v. To negotiate with the L-1 bidder to establish reasonability of rates.

18. This is just a RFIQ and not a Purchase Order.

19. The broad terms and conditions have been included. However, other standard terms and conditions of supply may be incorporated in the Rate Approval Order to be issued in due course.

20. **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) EMD.
- (ii) OEM or its authorized Distributor / Dealer Certificate of the Make / Brand offered
- (iii) Copy of GST certificate
- (iv) RFIQ Document containing **Instructions and Terms & Conditions, duly signed / stamped** on each leaf by the bidder.

B. Cover II (Price Bid):

- (i) The bidder(s) shall have to quote rates on their letter head(s) only **as per Annexure-B.**
- (ii) The price bid should be absolute and unconditional.
- (iii) Conditional bids shall be rejected.
- (iv) The price bids of only such bidders shall be opened, who qualify in the technical stage.

C. Both the sealed covers (Technical Bid & Price Bid) shall further be put in a **3rd Envelope duly sealed & super-scribed "Quotation for Supply of Electric Kettle" against RFIQ No. CO/Pur/Elect/451-V/1411 dated 22.07.2026.**

D. Bidder(s) shall also submit a “SAMPLE” of offered product alongwith the quotation, without which the offer shall not be accepted under any circumstances.

21. All such offers must be submitted in person or may be sent by Registered Post /Speed Post/ Courier at following address so as to reach **by or before 3:00 PM (1500 hrs) on 29.07.2026**. The offer(s) received after the due date and time shall not be considered under any circumstance:

**Asstt. Chief Executive Officer (VB)
Shri Mata Vaishno Devi Shrine Board,
Central Office, Jammu Road, Katra (J&K) - 182301**

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



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

Annexure "A"

RFIQ No. CO/Pur/Elect/451-V/1411 dated 22.07.2026

S. No.	Description / Specification of items	Approx. Quantity for one (01) year	Required Brands
1.	<u>Electric Kettle</u> Capacity: Minimum 1.5 ltrs, Mouth Diameter: Minimum 5" (inches) Rated Power: 1000 Watt -1500 Watt Internal / Outer Body Type: SS Grade 304 Safety: Single Wall / Boil Dry Protection Warranty: one (01) year	220 Nos	Philips / Havells / Bajaj / Usha / Crompton / Hawkins / Borosil / Milton

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

Annexure "B"

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 supply of Electric Kettles.**Ref. CO/Pur/Electric/451-V/ 1411 dated 22.07.2026**

I, _____ representative / proprietor of
M/s _____ hereby submit my following rates as
per specification / UOM / / requirement of Shrine Board, Net inclusive of GST, freight,
loading / unloading and other taxes / charges F.O.R. Engineering Store, Banganga,
Katra:

S. No.	Description of items	Make Offered	Warranty offered	Net Rate FOR, Engineering Store, Banganga, Katra.	
1.	Electric Kettle as per specifications mentioned at Annexure "A"				Per Unit

Notwithstanding anything mentioned in our price bid, we hereby accept all the terms & 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.

Seal & Signature _____

M/s _____

Contact Person: _____

Contact No. _____

E-mail ID: _____

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