



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

No.CO/Pur/Electric/443-XI/1514

Dated: 01.08.2026

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 furnishing the rates for **Supply, Installation, Testing & Commissioning (SITC) of 3.0 Ton Cassette Air Conditioners (Quantity: 03 Nos)** as per the specifications, Brands / Makes mentioned at **Annexure – “A”**.

Terms and conditions:

1. Document to be submitted:

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

2. Earnest Money Deposit (EMD):

- i. Earnest Money Deposit in the shape of **CDR /FDR / TDR** amounting to **₹ 11,000/- (Rupees Eleven Thousand only)** drawn from 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 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 out-rightly. 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 Purchase Order(s) in favour of successful bidder.
 - v. EMD of successful bidder shall be retained as Security deposit which shall be released after the expiry of 01 year's comprehensive warranty period from the date of installation of material, subject to satisfactory report received from I/c Engineering Store, Banganga & Incharge Electric Wing, SMVDSB.
- 3. 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.**

4. **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.

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.

5. **Validity:**

The validity of quotation should be 20 days from the last date prescribed for submission.

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

7. **The last date for submission of sealed quotations is 08.08.2026 upto 3:00 PM.**

8. ***The L-1 bidder shall be determined based on the lowest cumulative quoted unit rates for all the items taken together.***

9. **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 / installation charges at site.
- ii) The participating firms are advised to quote per unite rate (Rates excluding GST and Ex-Shop shall not be considered even after opening of the quotation).

10. **Installation Sites:**

- 01 No. Unit at Accounts Section Central Office, Katra
- 02 No. Units at Boys Hostel Aashirwad Complex, Katra

11. **Timeline for completion of SITC:**

The timeline for SITC of ACs shall be **15 days** from the date of issuance of Purchase Order(s). 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.

12. 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.

13. **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.

14. 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 8nd 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 mention 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).

15. Payment:

- i. No Advance payment shall be made.
- ii. 90% payment shall be released after the satisfactory receipt and inspection / acceptance of Air Conditioners against a Purchase Order, at the Engineering Store, Banganga within a period of 20 days from the date of issuance of GR.
- iii. 10% shall be released after successful installation, testing & commissioning at Site, subject to submission of satisfactory report by I/c Electric Wing, SMVDSB directly to Accounts Wing of SMVDSB & SMVDCS.
- iv. Payment on account of allied accessories shall be released as per actual i.e. actual quantities installed and verified at site. The payment shall be processed only after verification and forwarding of the bills by the In-charge, Electric Wing, SMVDSB, directly to the Accounts Wing of SMVDSB/SMVDCS.

16. Warranty:

- i. 10 years on Compressor.
- ii. 05 years on PCB.
- iii. **01 year comprehensive.**

The successful firm shall be responsible for providing Guarantee / Warranty on the supplied material. Warranty / Guarantee Certificates shall be furnished at the time of supply of material. The supplier shall provide onsite warranty / guarantee service after sales.

17. Rights reserved by SMVDSB:

The Competent authority of SMVDB reserves the right:

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

18. Debarring

If the successful bidder / supplier / firm fail to comply with the terms and conditions of the RFIQ after its successful culmination 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 of the firm shall be forfeited without any communication.

- 19. 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.
20. This is just a RFIQ and not a Purchase Order.
21. The broad terms and conditions have been included. However, other standard terms and conditions of supply may be incorporated in the Purchase Order(s) to be issued in due course.
22. **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(s) of the Makes / Brands offered
 - (iii) Copy of GST certificate
 - (iv) RFIQ document **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 SITC of Cassette Air Conditioners” against RFIQ No. **CO/Pur/Elect/443-XI/1514** dated **01.08.2026**.**
23. All such offers, duly enveloped (sealed) as described above, must be submitted in person or may be sent by Registered Post /Speed Post/ Courier so as to reach **by or before 3:00 PM (1500 hrs) on 08.08.2026** at following address:

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

24. The offer(s) received after the due date and time shall not be considered under any circumstance.
25. The quotations shall be opened by the Committee, at the Office of Chief Executive Officer, SMVDSB, Katra in the presence of the bidders who may choose to be present.
26. The Shrine Board shall not be responsible for any postal delay. Any conditional, illegible, ambiguous 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.
27. 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/Electric/443-XI/1514

Dated: 01.08.2026

Specifications of 3.0 Ton Cassette Air Conditioner

(Total Quantity: 03 Nos)

1. **Capacity & Type :** 3.0 Ton Inverter Heat Pump (Heating & Cooling)
2. **Cooling Capacity:** Approx. 35,827 BTU/h (17,060 ~35,827)
3. **Heating Capacity:** Approx. 38,200BTU/h (varies by ambient temperature)
4. **Power Supply:** 1 Phase , 230V, 50 Hz
5. **Refrigerant:** Eco-friendly R-32 or R-410A
6. **Airflow Pattern:** 360 Degree round/ Multi Air swing
7. **Sound Levels:** Ultra – quiet operation, ranging on the fan speed
8. **Indoor Unit Dimension (H x W x D) :** Approx. 298 x840 x 840 mm
9. **Panel:** (50 x 950 mm)

Make: O' general / Daiken/ Carrier/ Mitsubishi

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

(On the letter head of the firm)

PRICE BID

To,

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

Subject: **Quotation for SITC of Cassette Air Conditioners.**

RFIQ No. CO/Pur/Electric/443-XI/1514

dated: 01.08.2026

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 and other taxes / charges, F.O.R. Engineering Store, Banganga, Katra and installation at respective Sites :-**

S.No	Description of material		UOM	Offered Brand / Make	Net Rate per Unit	
					AC price	Installation charges
1	3.0 Ton Cassette Air Conditioner as per specifications mentioned at Annexure “A”		No.			
2	Allied Accessories required for installation of ACs	Pipe, Insulation, Drainage Pipe	feet			
		Channel required for piping	Mtr.			

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.

Seal & Signature _____ M/s _____

Full Address _____

Contact Person: _____ Contact Number: _____

E-mail ID: _____

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