

**BRIHANMUMBAI MUNICIPAL CORPORATION – EDUCATION DEPARTMENT**

**Art Department**

Office of Education Officer, Triveni Sangam Mun. Sch. Building, Curry Road (E), Mumbai – 12.

**No.-EOT/444, DT.-12 .08.2022**

**SHORT QUOTATION NOTICE**

The Brihanmumbai Municipal Corporation invites sealed quotations returnable on **22.08.2022** from eligible quotationers for **Supply of Trophies, Drawing Papers, Certificates & Brochure for Madhyavarti Drawing Competition 2022-23.**

Non-transferable Quotation Document can be purchased by written application and on payment of Non-refundable amount by cash or D.D. of Rs. 220/- + 18% GST per Quotation copy. The Quotation can be purchased from **12.08.2022 to 22.08.2022** on any working day between 11.00 am and 2.00 pm. from the Office of the Education Officer at the following address.

**Dy Education Officer (EOT)**

1<sup>st</sup> floor, Office of Education Officer,

Triveni Sangam Mun. Sch. Building, Curry Road  
(E), Mumbai – 12

Payment by cheque will not be accepted.

Sd/-

**Dy. Education Officer (EOT)**

# MUNICIPAL CORPORATION OF GREATER MUMBAI

## QUOTATIONS

No.-EOT/

DT.-

Due on :-Date- 04.08.2022, at- 3.00 PM.

To,

M/s. \_\_\_\_\_

\_\_\_\_\_

**SUB : Supply of Supply of Trophies, Drawing Papers, Certificates & Brochure for Madhyavarti Drawing Competition 2022-23.**

Super scribed as “**Quotation for Supply of Trophies, Drawing Papers, Certificates & Brochure for Madhyavarti Drawing Competition 2022-23.**”

The materials should be delivered at **The Principal (Art), Music & Art Academy, 1<sup>st</sup> floor, Office of Education Officer, Triveni Sangam Mun. Sch. Building, Curry Road (E), Mumbai – 12.**

Quotations received after this hour and date, shall be returned unopened to the quotation. Telegraphic quotation will not be accepted under any circumstances.

**The quotation will be opened on date- 04.08.2022 immediately after 3.00 p.m.**

Quotationer shall have to pay Earnest Money Deposit of **Rs. 2,600/-** (Rupees two thousand Six hundred only) One day before due date and Quotation fee of Rs. 165/- + 5% GST.

The E.M.D. shall be payable by **Demand Draft or by Pay Order drawn in favor of Municipal Corporation of Greater Mumbai.** For depositing the quotation fees the challan will be issued from 11.00 a.m. to 2.00 p.m. except 2<sup>nd</sup>& 4<sup>th</sup> Saturday/Holiday by The Deputy Education Officer (Central), 2nd floor, Office of Education Officer, Triveni Sangam Mun. Sch. Building, Curry Road (E), Mumbai – 12.

and shall be deposited in CFC Centers of any ward of MCGM. The E.M.D. will not be accepted after due date and time. At time of submission of quotation the certified copy of the receipts of the payment of quotation fees should be submitted.

- 1) The rate quoted shall be firm including all taxes and no variation will be allowed subsequently on any account. Only authorize vendor can be quote.
- 2) All Trophies, Drawing Papers, Certificates & Brochure for Madhyavarti Drawing Competition 2022-23.

3) **Delivery Date:** 08.08.2022.

4) **Validity of the quotation:** The quotation shall remain firm and valid at least for 90 days from the date of opening / submission.

5) **Terms of payment:** Payment shall be made as per the normal Municipal procedure i.e. within 30 days from the receipt of the bill, subject to satisfactory completion of the work.

6) **The quotation shall contain the following documents :-**

1. Certified copy of receipt of E.M.D.
  2. Certified copy of Service Tax Registration certificate.
  3. Certified copy of Service GST Registration certificate
  4. Certified copy of PAN document.
  5. Certified copy of Latest Partnership Deed in case of Partnership Firm duly registered with C.A. [Finance / Treasury]
  6. Performa 'A', Performa 'B' & Performa 'C' (Rates and Affidavit in prescribed format for quotationer) duly filled in and signed.
  7. Quotation Notice form together with Specifications, Schedule of Quantities & Rates duly filled in and signed.
- 7) The Schedule of Quantities & Rates shall be duly filled in and signed by the authorized representative / power of attorney holder / proprietor / partner.
- 8) The Municipal Commissioner does not bind himself to accept the lowest or any quotation. In case of any dispute, Municipal Commissioner's decision shall be final and binding on the Quotationers.
- 9) The quotationer shall not withdraw his offer within the validity period. If he does so the Earnest Money Deposit paid will be absolutely forfeited to the Corporation.
- 10) **Penalty clause:** Penalty will be ½ % per week of the cost of materials supplied in delay. Maximum 10% of the cost of total amount.
- 11) The quotation shall invariably submit this Quotation Notice form together with Specifications, Schedule of Quantities & Rates duly filled in and signed. Any irregularity in this respect may render the quotation liable for rejection.
- 12) In the event of dispute between Municipal Corporation of Greater Mumbai and the contractor the dispute would be subject to the Courts in Mumbai jurisdiction.
- 13) Wherever the total value of contract exceed Rs. 50,000/- the successful quotation shall enter into a written agreement with B.M.C. on prescribed form for supply/work to be carried out and contract deposit shall be payable at the 5% of total contract value. It is optional for quotationer to make the contract deposit in one or the other ways as follows.
- 14) Wholly in Cash/ D.D./ pay order.

- a) Wholly in public Securities (the value of the public securities to be lodged as contract deposits will be calculated at 5% less than their market value on the date of acceptance. The security deposit will be redeemable in terms of the contract.
- 15) The quotationer shall pay the stationery charges, legal charges, stamp duty as applicable and contract deposit equivalent to 5% of the contract sum.
- 16) The quotationer should submit certified copies of PAN documents and certified copies of his / their photographs. Failing which **“THE QUOTATION SHALL BE REJECTED OUTRIGHT”**.
- 17) The quotationer can visit the office of **The Principal (Art)**, Music & Art Academy, 1<sup>st</sup> floor, Office of Education Officer, Triveni Sangam Mun. Sch. Building, Curry Road (E), Mumbai – 12.
- to see the samples for any clarity in demand. Visit Time 11.00 To 4.30pm
- 18) The quotationer can supply Drawing Papers on 08.08.2022 & Trophies, Certificates & Brochure after 7 days of Drawing Competition .
- 19) For any further clarification please contact: **Mr. Dinkar Pawar**, Mob.No.8108811158.or e-mail : dinkarpawar80@gmail.com
- 20) Tax :- “G.S.T. and other state levies/cess which are not subsumed under GST will be applicable. The tenderer shall quote inclusive of all taxes. It is clearly understood that MCGM will not bear any additional liability towards payment of any Taxes & Duties.

Wherever the Services to be provided by the Tenderers fall under Reverse Charge Mechanism, the Price quoted shall be exclusive of GST, but inclusive of Taxes/Duties/Cess other than GST, if any.

Rates accepted by MCGM shall hold good till completion of work and no additional individual claim shall be admissible on account of fluctuation in market rates; increase in taxes/any other levies/tolls etc. except that payment/recovery for overall market situation shall be made as per price Variation.

**Smt. Sujata Khare**  
**Dy. Education Officer (Central)**

# MUNICIPAL CORPORATION OF GREATER MUMBAI

## QUOTATIONS

No.-EOT/ DT.-

**SUB :** Supply of Supply of Trophies, Drawing Papers, Certificates & Brochure for  
Madhyavarti Drawing Competition 2022-23.

### SCHEDULE OF QUANTITY & RATES

ITEM No.	HSN Code	NAME OF ARTICALS	DESCRIPTION	Qty.	Rate	GST %	(Per Rate Incl. GST Rupees)	Amount
1		Trophies	Central Level Trophy Prize (Acrylic Or Metal Trophy, Size 12" Hight, with BMC Logo & Event Printing on Metallic Foil)	25 Nos.				
2		Trophies	Central Level Trophy Prize (Acrylic Or Metal Trophy, Size 8" Hight, with BMC Logo & Event Printing on Metallic Foil)	25 Nos.				
3		Drawing Papers	15"X11", 120 GSM, Off White.	21660 Nos.				
4		Certificates	A4 size, 250 GSM Art Card with 4 colour Printing)	665 Nos.				
5		Brochure	12'X18" size, 250 GSM Art Card with 4 colour Printing)	200 Nos.				
<b>Total</b>								

**Quotationer's full address & telephone no:**

Banker's name:

Bank Branch:

Account No. :

Vendor code:

**Signature of Quotationer and Office Stamp**

**Trading under the name and style of**