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Valid up to: \_\_\_\_\_  
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\_\_\_\_\_

Office of the Director (Zoo), Dr. B.  
Ambedkar Marg, Byculla (East), VJB  
Udyan Zoo Mumbai- 400027

**MUNICIPAL CORPORATION OF GREATER MUMBAI**

**Director (Zoo) Department  
Quotation for**

**work of production & installation of Educational Communication through  
creative graphics (design, artwork, copy writing) for Muggar & Ghariyal exhibit boards  
at VJB Udyan Zoo Byculla (E)**

1. Quotation to be submitted up to 16.00 hours on or before due date in the office of Director (Zoo), Dr. B. Ambedkar Marg, Byculla (East), VJB Udyan & Zoo Mumbai- 400027
2. Quotation will be opened in presence of quotationer who may be present at 16.00 hours on due date in the Office of Director (Zoo), Dr. B. Ambedkar Marg, Byculla (East), VJB Udyan Zoo Mumbai- 400027

# **MUNICIPAL CORPORATION OF GREATER MUMBAI**

No. Dir./VJBU-Zoo/ Gen- 2282 /2022-23 Date – 26.09.2022

## **OFFICE OF**

Director (Zoo),

Dr. B. Ambedkar Marg, Byculla (East),

VJB Udyan Zoo Mumbai– 400027

## **QUOTATION FORM**

**Due Date: 03 .10.2022**

**Time: up to 04:00 p.m.**

1. Lacquer sealed/ spot quotations are invited for the work of **“work of production & installation of Educational Communication through creative graphics (design, artwork, copy writing) for Mugger & Ghariyal exhibit boards at VJB Udyan Zoo Byculla (E)”** as per attached terms, conditions, specifications and scheduled of Quantities.

2. The quotations shall be enclosed in lacquer sealed envelope, addressed to the Municipal Commissioner of Greater Mumbai and super scribed by as **“work of production & installation of Educational Communication through creative graphics (design, artwork, copy writing) for Mugger & Ghariyal exhibit boards at VJB Udyan Zoo Byculla (E)”** and deliver in the following office mentioned above, on or before 4.00 PM, Dated **03 .10.2022**, not later than 4.00 p.m. Quotations received after this hour and date will be returned unopened to the quotationer. Telegraphic quotations will not be accepted under any circumstances. The quotations will be opened on the same day after 4.00 p.m.

3. The rates quoted shall be firm and no variation will be allowed subsequently on any account.

1. **Taxes:**

- a. In case of the quotation for supply of articles only, the quotationer should state the Registration Number under which his firm is registered with the Sales Tax authorities and shall clearly state the rate of GST applicable as per the Govt. Act in force at the time of submission of the quotation and work out the actual amounts thereof. If the Taxes are not mentioned, it will be presumed that these Taxes are not applicable, and no subsequent claim from the quotationer for payment of these taxes shall be entertained. The offer which does not show the rates of Taxes chargeable but vaguely state Taxes are applicable of GST extra etc. will be left out of consideration.
- b. All the rates shall be inclusive of GST, otherwise their actual amount shall be shown extra. If it is not mentioned, it will be presumed that the rates are inclusive of such duties and no subsequent claim for payment of these duties will be entertained.

- 1. Completion Period:** Period of work of painting including all required equipments & material at site shall be 10 **days** from the date of receipt of the work order.
- 2. Validity of the quotation:** The quotation shall remain firm and valid at least for 180 days from the date of its opening.
- 3. Payment:** As per the Municipal procedure, the payment of work done will be made from the receipt of the bill subject to verification as per normal rules. In case of supply of any articles the payments will be made within 30 days from the receipt of the bill subject to satisfactory test of the articles including its installation/execution, if any.
- 4.** The Municipal Commissioner does not bind himself to accept the lowest or any quotations. In case of any dispute, Municipal Commissioner's decision shall be final and binding on the Quotationer. The Municipal Commissioner also reserves the right to split the quantity between two or more Quotationer.
- 5. Guarantee:**
  - a. The successful quotationer shall have to furnish a free maintenance guarantee in the prescribe form on Rs 200/- Stamp Paper duly Notarized.**
  - b. The successful quotationer shall enter into a written contract in the prescribed form on Stamp Paper of Rs 500/- duly Notarized for the supply / work to be carried out.**
  - c. The successful quotationer has to submit the BEST PRICE UNDERTAKING in the prescribe form (Annexure –I) on Rs.200/- Stamp Paper duly Notarized.**
  - d. The successful quotationer has to submit Irrevocable Undertaking in the prescribe form (Annexure –II) on Rs 500/- Stamp Paper duly Notarized and the requisite legal & stationary charges will be payable by the successful quotationer.**
  - e. The successful quotationer has to submit Undertaking cum Indemnity Bond in the prescribe form (Annexure –III) on Rs 200/- Stamp Paper duly Notarized.**
  - f. The successful quotationer has to pay 5% security deposit as that of contract cost.**
  - g. The successful quotationer has to submit the certificate from chartered accountant for this work and if any amount will be balanced as per GST Anti Profiteering Measure then the said amount will be refunded as per circular no. CA / F / Project / 24 Dated 10/10/2017.**
  - h. The successful quotationer will be bound for any tax variation made by state / central authority from time to time till the existence of this work.**
- 6.** The Quotationer shall not withdraw his offer within validity period. If he does so, the security Deposit paid will be absolutely forfeited to the corporation.
- 7. Penalty:** - For failure to comply with the order placed for work/ supply of the articles within the stipulated period a penalty equivalent to 1/2 % per week or part thereof on the value of the

delayed work/supply of articles will be recovered from the Contractors without making any references to the contractors. The amount of the penalty will, however, be subject to the maximum of 10% of the total contract sum or such smaller amount as may be fixed by the Garden staff. The penalty clause will be applicable as mentioned in the terms and conditions.

**8.** The quotationer shall invariably submit this Quotation Notice form together with the Specifications, Schedule of Quantities and Rates duly filled in and signed. Any irregularity in this respect may render the quotation liable for rejection.

**9.** Firms with common Proprietor/Partner or connected with one another either financially or as principal and Agent or as master and servant or with proprietor/partners closely related to each other such as husband, wife, father, mother and minor son/daughter and brother / sister and minor brother sister shall not tender separately under different names for the same contract / quotation.

a. If it is found that firms as described in Clause have tendered separately under different names for the same contract, all such tender (s) / quotation(s) shall stand rejected and tender / quotation deposit of each such firm / establishment shall be forfeited. In addition, such firm / establishment shall be liable, at the discretion of the Municipal Commissioner, for further penal action including blacklisting.

b. If it is found that closely related persons as in Clause 15 have submitted separate tenders / quotations under different names of firms / establishments but with common address for such establishments / firms and / or if such establishments firms, though they have different addresses, are managed or governed by the same person / persons jointly or severally, such tenders / quotationer shall be liable for action as in Clause No.15 (a) including similar action against the firms / establishments concerned.

c. If after award of contract it is found that the accepted tender violated any of the clauses 15, 15(a) or 15 (b) the contract shall be liable for Cancellation at any time during its currency in addition to penal action against the contractors as well as related firms / establishments.

**10.** Free sample of the material shall be submitted by the quotationer for testing/inspection purpose if called for by the undersigned.

**11.** The payment through ECS/RTGS/NEFT will be made in Contractor's/ Supplier's accounts in the bank. The Contractor/ Supplier shall, therefore, register himself as VENDOR with MCGM.

**12.** Quotationer shall attach photocopy of PAN along with original photograph and GST registration photocopy.

**13.** The successful quotationer has to include the cost towards this work (i.e. transportation cost, installation & removal) & same charges will not be borne by MCGM

- 14.** The successful quotationer has to avail all the safety measures at site. Moreover, the MCGM Garden staff decision during this work will be final.
- 15.** The successful quotationer should have on board qualified design professional from national level Govt approved design institute like NID, IDC and having at least 15 years of experience in this field.
- 16.** The successful quotationer should have make design presentation to show the approach of how the knowledge and information of the specific species of animal would be dispersed in visually appealing manner that would generate interest and create awareness amongst the visitors.
- 17.** The quotationer shall have to furnish registration certificate under ESIC Act 1948 & EPF Act.
- 18.** The Successful Quotationer shall have to furnish the format of declaration for not being black listed /debarred should be incorporated as per annexure-II on Rs. 200/- stamp paper.

NOTE: The Corporation reserves the right to reject all or any of the quotation(s) without assigning any reason.

Sd/-

**Director (Zoo)**

**MUNICIPAL CORPORATION OF GREATER MUMBAI**

**Sub : work of production & installation of Educational Communication through creative graphics (design, artwork, copy writing) for Muggers & Ghariyal exhibit outside boards at VJB Udyan Zoo Byculla (E).**

Due Date: 03 .10.2022.

**SCHEDULE OF QUANTITIES AND RATES**

<b>Sr No</b>	<b>Product/Item Name</b>	<b>Description</b>	<b>Qty</b>	<b>Unit</b>	<b>Rate</b>	<b>Total Amt in Rs.</b>
<b>1</b>	<b>"Direction Sign"</b>	<p>Creative and study Concept Design, Artist Illustration of the animal, Layout Design, Information in both English and Marathi. Study of entire zoo premises to come up with location of each Direction Sign Pole and number of animal enclosures/ gardens/ historical sites/ utilities to be displayed on each pole.</p> <p>Material: Central Pole of heavy gauge aluminium of 12 ft tall and 5" diameter. Cladded with vinyl graphic print.</p> <p>Direction Plate of 6" by 0.75" profile (0.7 meter length) with acrylic cut letter and animal / place icon of 8" diameter.</p> <p>Direction plate chamfered at one end to point. Plate is fixed to pole with customize made aluminium hardware. This junction hardware to be made with solid aluminium bars with threaded holes at appropriate location for fixing to the pole and the Sign plate, the pole should have flexibility to add or remove plates depending Unit upon the display requirement at that particular place. Pole fixed to ground with 2 ft deep foundation. MCGM and Mumbai Zoo branding to appear on the top of each Pole in branding box in jute composite with logos printed by screen</p>	2	Nos	95000	1,90,000.00
<b>2</b>	<b>"Outside Area-Entry Sign-Muggers ghariyal Exhibit"</b>	<p>CREATIVE BRANDED ENVIRONMENT GRAPHICS (Floor Mounted): (Material+Labour+creative+Installation) Creative: Concept Design, Artist Illustration of the animal, Layout Design Material: Totem wall created with Jute composite profiles with stainless steel structure concealed inside + ACP cutout graphic with UV Printing + 3D Letters</p>	21	Sq Ft	3600	75,600.00
<b>Total</b>						<b>2,66,400.00</b>
<b>GST 12%</b>						<b>31,872.00</b>
<b>Total (Inclusive of all Taxes)(In Rs.)</b>						<b>2,97,472.00</b>
<b>Premium + or rebet - in percentage (%)</b>						
<b>Total Amount</b>						

(In words Rs. \_\_\_\_\_ )

Stamp & Signature of bidder

To,

The Municipal Commissioner,

Municipal Corporation of Greater Mumbai,

Mahapalika Marg,

Mumbai-400 001.

Sir,

I / We have read all the Terms and Conditions as stipulated in the above Quotation Notice and accept the same.

Yours faithfully,

(Quotationer's signature) Address,

Office Stamp & Telephone No., if any

Annexure –I (Best Price)

“I/We.....(Full name in capital letter, starting with surname), the Proprietor/Managing Partner/Managing Director/Holder of the Business / Manufacturer / authorized Dealer, for the establishment/firm/registered company, named herein below, do hereby, state and declare that I/We ..... whose names are given herein below in details with the addresses have not filled in this quotation under any other name or under the name of any other establishment/firm or otherwise, nor are we in any way related or concerned with any establishment/firm or any other person who have filled in the quotation for the aforesaid work.”

“I/We do hereby further undertake that we have offered the best prices for the subject supply/work as per the present market rates. Further, we do hereby undertake and commit that we have not offered/supplied the subject product/similar product/systems or subsystems in the past one year in the Maharashtra State for quantity variation up-to -50% or +10% at a price lower than that offered in the present bid to any other outside agencies including Govt./Semi Govt. Agencies and within M.C.G.M also. Further, we have filled in the accompanying quotation with full knowledge of the above liabilities and therefore we will not raise any objection or dispute in any manner relating to any action including forfeiture of deposit and blacklisting, for giving any information which is found to be incorrect and against the instructions and directions given in this behalf in this quotation.

I/We further agree and undertake that in the event it is revealed subsequently after the allotment of work/contract to me /us, that any information given by me /us in this quotation is false or incorrect, (I/We shall compensate the Municipal Corporation of Greater Mumbai for any such losses or inconvenience caused to the Corporation, in any manner and will not raise any claim for such compensation on any ground what’s so ever. I/We agree and undertake that I/We shall not claim in such case any amount, by way of damages or compensation for cancellation of the contract given to me/us or any work assigned to me/us or is withdraw by the Corporation.”

However, in case of price difference, if it is a result of differential tax structures, different Dollar value of Rupee, considering this aspect, before invoking the penalty, blacklisting etc. I/We will be given a reasonable opportunity of being heard by representing our case as in why such price variation/differential has arisen.

In case, if the explanation submitted by me/us is unsatisfactory then action as stated above including forfeiture of deposit & blacklisting may be taken against me/us.

Tenderere’s Full Name, Signature

& Address With Rubber Stamp



Annexure-II

Irrevocable Undertaking

(On Rs. 500/- Stamp paper)

I Shri/Smt.....aged,.....years Indian Inhabitant.  
Proprietor/ Partner/Director of M/S .....Resident at  
.....do hereby give Irrevocable undertaking as under

I say & undertake as specified in section 171 of GST Act, 2017 any reduction in rate of tax on supply of goods or services or the benefit of input tax credit shall be mandatorily passed on to MCGM by way of commensurate reduction in prices.

I further say and undertake that I understand that in case the same is not passed on and is discovered at any later stage, MCGM shall be at liberty to initiate legal action against me for its recovery including, but not limited to, an appeal to the Screening Committee of the GST Counsel.

I say that above said irrevocable undertaking is binding upon me/my partners/company/other Directors of the company and also upon my/ our legal heirs, assignee, Executor, administrator etc.

If I fail to compliance with the provisions of the GST Act, I shall be liable for penalty/punishment or both as per the provision of GST Act.

Whatever has been stated here in above is true & correct to my/our own knowledge & belief.

Solemnly affirmed at

DEPONANT

This day of

BEFORE ME

Interpreted Explained and Identified by me.

Annexure – III

UNDERTAKING CUM IDENTITY BOND

We, (1) Mr. \_\_\_\_\_ . (2) Mr. \_\_\_\_\_ and (3) Mr. \_\_\_\_\_ aged (1) \_\_\_\_\_ yrs. (2) \_\_\_\_\_ yrs. And (3) \_\_\_\_\_ yrs respectively:  
Proprietor / Partners / Directors / Power of Attorney holds of the firm  
\_\_\_\_\_ having as office at  
\_\_\_\_\_ heeby gives an

UNDERTAKING CUM IDENTITY BOND as under.

AND WHEREAS we are registered contractor/s with the municipal Corporation of Greater Mumbai and / or (Name of other authority) having registration No. \_\_\_\_\_ valid up to \_\_\_\_\_

AND WHEREAS the Municipal Corporation of Greater Mumbai had published the tender notice for the work of \_\_\_\_\_

Ward \_\_\_\_\_

And WHEREAS I/we want to participate in the said Tender procedure I/We hereby give an Undertaking-cum-identity Bond as hereinafter appearing.

I/We hereby agree and undertake that my/our Firm is not under any penal action such as Demotion, Suspension, Blacklisting, De-registration etc. By any government, semi government and Government Under-takings etc

I/we hereby further agree and undertake that, at any stage of tendering procedure. If the said information is found incorrect. It should be lawful for the MCGM to forthwith debar me/us from the tendering procedure and initiate appropriate penal action.

The undertaking-cum-identity Bond is binding upon us/our heirs, executor's administrators and assigns and/or successor and assigns.

Place

Date Proprietor/Partners/Directors/POA  
Holder (Seal of Firm/Co.)  
Identify by me BEFORE ME