Issued to M/s_____
Category: Class: Registration No:
Valid up to: _____
Address: _____
_____

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

BRIHANMUMBAI MUNICIPAL CORPORATION

Director (Zoo) Department
Quotation for

Supplying and installation of computers for office of D.M.C. (Garden) at Veermata Jijabai Bhosale Botanical Udyan and 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

BRIHANMUMBAI MUNCIPAL CORPORATION

Director (Zoo) Department

QUOTATION NOTICE

The Director (Zoo) of B.M.C. invites sealed quotations for the work as described below :-

Sub.: Supplying and installation of computers for office of D.M.C. (Garden) at Veermata Jijabai Bhosale Botanical Udyan and Zoo, Byculla.

E.M.D. : Rs. 3000/-

Cost of Quotation copy = Rs. 400 + 18% GST

Due Date : 17.11.2026

Interested vendors shall collect the blank quotation forms from office of Director (Zoo) upto 12.00 noon on 13.11.2026 and submit their sealed quotations in the office of Director (Zoo) by 4.00 p.m. on 17.11.2026 at the following address. :

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

Sd/-

Director (Zoo)

BRIHANMUMBAI MUNCIPAL CORPORATION

No. Dir./VJBU-Zoo/ /2026-27 Date –

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

QUOTATION FORM

Due Date: 17.11.2026 **Time: up to 04:00 p.m.**

1. Lacquer sealed/ spot quotations are invited for the work of supplying and installation of computers for office of D.M.C. (Garden) at Veermata Jijabai Bhosale Botanical Udyan and Zoo, Byculla.

2. The quotations shall be enclosed in lacquer sealed envelope, addressed to the Brihanmumbai Municipal Corporation and super scribed by as "supplying and installation of computers for office of D.M.C. (Garden) at Veermata Jijabai Bhosale Botanical Udyan and Zoo, Byculla (E)" and deliver in the following office mentioned above, on or before 4.00 PM, Dated **17.11.2026**, 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 including all required equipments & material at site shall be **07 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 quotationers. The Municipal Commissioner also reserves the right to split the quantity between two or more quotationers.

5. **Guarantee:**

   a. **The successful quotationer shall have to furnish a free maintenance guarantee and full warranty for period of 03 year from work completion in the prescribe form on Rs 500/- 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.500/- 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 500/- 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 / quotationers 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. 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 BMC.

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

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

13. The successful quotationer has to avail all the safety measures while transporting and installing the equipment. If any damage occurs while transporting or at time of installation, BMC will not borne any charges. Moreover, the BMC Zoo staff decision during this work will be final.

14. The successful quotationer should have an experience of carrying out one similar work in the Govt, Semi Govt. and Govt. Undertaking / Govt. Autonomous institutions of state / central Govt. in last three years amounting to 40% of the estimated cost and accordingly submit the experience letter while submitting the quotation copy.

15. The quotationer shall have to furnish registration certificate under ESIC Act 1948 & EPF Act if applicable.

16. 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. 500/- stamp paper.

17. The successful quotationer must be follow the specifications issued by Director (I.T.) department of BMC vide circular no. DIR/IT/592367 dated 23.10.2026 while supplying the IT equipment.

18. The Warranty period of the equipment/machinery is 03 year from the date of completion or handover of the equipment. If the new equipment/machinery will be non-functioned due to any reason within the warranty period, the same will be replaced by quotationer & no any charges will not be borne by BMC.

19. If the quotationer failed to comply the point no. 18 & 19 and not replaced the non functioned equipment/machinery within the stipulated time period, security deposit for the subjected work will be forfeited and further course of action will be initiated.

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

Director (Zoo)

BRIHANMUMBAI MUNCIPAL CORPORATION

Sub: supplying and installation of computers for office of D.M.C. (Garden) at Veermata Jijabai Bhosale Botanical Udyan and Zoo, Byculla.

Due Date: **17.11.2026**

SCHEDULE OF QUANTITIES AND RATES

Sr. No.	Description of item	QTY	UNIT	Total Amt in Rs.
1	Supply and installation of "**Type -3 High End**" Desktop PC as per specifications issued by Director (IT) dept of BMC vide circular no. DIR/IT/592367 dated 23.10.2026 for the office of D.M.C (Garden) at 2nd floor, Humbolt Penguin Building, VJBBU & Zoo, Byculla (E)	2	Nos	
		Total (Excluding GST)		
		GST 18%		
		Total Amount (Including GST)		

(In words Rs.
_____

_____

_____)

Stamp & Signature of bidder

To,

The Municipal Commissioner,

Brihanmumbai Municipal Corporation,

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 contact 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.

Tenderer'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

DEPONENT

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