

# **BRIHANMUMBAI MUNICIPAL CORPORATION**

## **SPECIAL DIRECTIONS TO THE QUOTATIONER**

**Sub-:** Providing & fixing M.S framed artificial pond with tarpaulin sheet with other amenities for Devi immersion 2025 at Lotus Jetty in G/South Ward.

- 1) The time is essence of the contract.
- 2) The quotationer shall submit the last experience executed by him.
- 3) The quotationer should submit the copy of E.M.D. receipt along with quotation. No quotation will be accepted without E.M.D. receipt and documents to be furnished by the quotationer.
- 4) The successful quotationer will have to execute the work + 50% of the estimated quantity of the quotation at the same rate quoted by him in the quotation.
- 5) No separate payment will be made for Transportation of the goods required.
- 6) The quotationer shall quote the rate including all taxes applicable. (Item wise).
- 7) Lowest competitive quotationer shall be considered for award of the contract: however Assistant Commissioner G/south reserves his rights to accept or reject the tender without assigning any reason thereto.
- 8) The quotationer should submit the vendor number of BMC, Pan Card Number etc.
- 9) The successful quotationer shall have insurance for his staff to fixing & providing cloth banner.
- 10) Successful quotationer shall have to provide his & his staff's mobile nos. For maintaining better communication from the date of handing over site to him. Any lapses in this case will not be tolerated & penalty is imposed on him and if any mischief happens, the said work will hand over to next quotation of any other tender with the same cost at his risk & cost and restrict him to fill tender next time.
- 11) The quotationer should have carried out the similar kind of work in last 2 years and shall produce the evidence of the same along with quotation.

**Assistant Engineer (Maint)  
G/South Ward**

## MANDATORY CONDITIONS

**The Quotations may be rejected if Bidder fails to comply with the following requirements.**

1. Stipulates the validity period less than specified in the Quotation and submit the conditional offer.
2. Unless it is signed-
  - i. Printed undertaking addresses to M.C.
  - ii. Schedule, quantity and rates.
  - iii. Specifications/ Schedule copy.
3. Non submission of the names, residential address and telephone nos. of proprietor, partners in case of partnership firm and directors in case of Pvt. Ltd. and ltd. Company.
4. Non submission of certified copies of the PAN documents and photographs of the individuals, owners', Karta of Hindu undivided family, firms, private limited companies, registers CO-operative societies, partners of the partnerships firms and at least two companies. However, in case of public limited companies. Semi Government undertakings, Governments Undertakings, no PAN documents will be insisted.

The documents can be certified by the Gazetted officer or officers not below rank of Assistant Engineers/Administrative Officers of M.C.G.M. or practicing Notary approved by the Govt. of Maharashtra or Govt of India with his stamp with or without a red seal clearly stating his name and registration number.

5. Non submission of rates of individual item in words and figures. In case of any variations the rates quoted in words will be considered as final.
6. Non attestation of corrections in schedule of quantities and rates.
7. Non submission of copies of required documents required duly attested by Govt. Gazatted Officer or from the Municipal Officer not below the rank of Assistant Engineer/ Administrative Officer.

**Documents:**

1. Copy of specifications and articles of agreement duly signed by the Quotationer.
2. Copy of partnership deed, articles of association's societies registration certificates as the case may be.
3. Copy of GST registration certificate as the case may be.
4. Copy of Pan Card duly attested by Govt. Gazetted Officer or Notaries appointed by Govt. or Officers not below rank of Assistant of Proprietor, partners, directors, power of attorney holder, as the case may be.
5. Past performance certificate.
6. Form fee :- Rs. 242 + 18% GST
7. EMD :- Rs. (2% of Estimated amount)

**SPECIAL NOTE:**

**Before filling the Quotations, Quotationer is requested to go through the mandatory conditions, special Instructions and Articles of Agreement wherein the Quotations conditions and contract conditions are clearly mentioned.**

**Before submission of the quotation, the quotationer must visit and get himself acquainted with the nature of the work. The rate quoted shall be firm and no variation will be allowed. The quotation shall include free delivery at ward office.**

**GENERAL GUIDELINES TO THE QUOTATIONERS**

1. **VALIDITY :** EVERY QUOTATION must remain open for acceptance for minimum period of 90 days from the date of opening of Quotation. Quotations specifying validity less than 30 days shall be rejected outright.
2. **PENALTY:** @ 1/2 % of per week or part there of subject to maximum limit of 10% value supplies not received in time is to be deducted from the supplier bills
3. **ORDER DETAILS:**

1. Work order will be directly pleased by Asstt. Commissioner G South ward with the successfully Quotations and Purchase order will be issued as and when required quantity.
2. The successful bidder will have to execute the Work of the estimated Quantity of the Quotation at the same rate Quoted by him in the Quotation if required.
3. Asstt. Comm. G South Ward reserves rights to change the delivery location and quantity as and when required.
4. **DELIVERY:** Free delivery to the consuming department within from the date of receipt of P. O. or as when required quantity.
5. **PAYMENT:** The successful Quotation will have to forward their bill to Asstt. Engineer (Maint.) G South ward to receive the Payment within 30 days from date of satisfactory supply.
6. **CONTRACT PERIOD:** from date of commencement to three months or Quantity consuming.
7. **SAMPLE:**
  1. The random samples shall picked up from supplied Material and same shall be tested at Govt. approved Laboratory to a certain that the quality of material supplied conforms to the specifications, if required.
  2. Test fees shall be borne by the supplier.
  3. Payment will be release submitted to clearance of all test, if any.

Note:-

The rates quoted in this tender are inclusive of all the taxes i.e.GST and all other taxes as applicable.

**In case of claim, disputes or differences arising in respect of a contract, the causes of action there of shall be deemed to have arise in Mumbai and all legal proceedings in respect of any such claims, disputes or difference shall be instituted in a Competent Court in the City of Mumbai only.**

# **BRIHANMUMBAI MUNICIPAL CORPORATION**

**No.**

## **E-Quotation Notice**

The Assistant Commissioner, G/South Ward, N.M.Joshi Marg, Dhanmill Naka, Parel, Mumbai – 13, invites sealed Quotation for the Providing & fixing M.S framed artificial pond with tarpaulin sheet with other amenities for Devi immersion 2025 at Lotus Jetty in G/South Ward.. The blank Quotation forms will be available with Asstt. Engg(Maint), G/S ward on any working day except due date from 26.09.2025 to 29.09.2025 between 10.30 a.m. to 4.00 p.m. on payment of Rs. 330+18%(GST) towards form fee. And same will be opened on 29.09.2025 at 4.00 pm

### **Post qualification criteria**

Quotationer shall specifically note following post qualification criteria towards technical ability.

- The quotationer should have carried out the similar kind of work in last 3 year and shall produce the evidence of the same along with quotation.
- The wax sealed Quotation should reach to the office of Assistant Commissioner, G/south ward on due date i.e.29.09.2025 up to 3.00 pm.

The Quotationer should pay E.M.D. of Rs.5679/- (2%) by cash/Demand draft in the office of the G/South ward on all days including weekend 8.00 am to 8.00 pm than due date during cash hours in CFC.

Demand draft should be drawn in favor of “Brihanmubai Municipal Corporation” payable at Mumbai.

Quotation Document will not be sent by post.

**Assistant Engineer (Maint)  
G/South Ward**