

No. MPCB/GEN-177/2020-2021/ 27

Dated Shillong, the 17th November, 2020

SHORT QUOTATION NOTICE

Sealed quotations affixing Rs.100/- (Rupees One hundred) only by Demand Draft/Banker's Cheque (Non-Refundable) pledged in favour of the Member Secretary, Meghalaya State Pollution Control Board, Shillong are hereby invited from the registered vehicle workshop for carrying out of the following works. The quotations shall be received by the undersigned upto **3.00 P.M. of the 2nd December, 2020** and will be opened on the same date and time in presence of the quotationers or the authorised representatives, who likes to be present.

Sl. No.	Item	Time of completion
1.	Complete Repainting of Hyundai Verna with mid night black colour (metallic) (existing vehicle colour - Polar White)	15 (fifteen) days
2.	Providing black rexin flooring with floor mats	
3.	Replacement of Seat Cover	

TERMS & CONDITIONS:-

1. Only registered workshops are entitled to quote.
2. The rates must be legibly quoted in English language both in figures and in words. In case of any discrepancy between figures and words, the quotation will be rejected.
3. Rates quoted should be inclusive of GST.
4. The quotations must be affixed with Demand Draft of Rs.100.00 (Rupees one hundred) only payable to the Member Secretary, Meghalaya State Pollution Control Board, Shillong without which quotation shall be summarily rejected.
5. The quoted rates shall remain firm and fixed.
6. Every quotationer should furnish their name and full postal address clearly. Any change of address shall be duly notified to the Board in time.
7. All quotations submitted must bear the signature and seal of quotationers on every page.
8. Taxes as applicable in the State shall be deducted from the "quotationers" bill at prevailing rates.
9. Any quotation received after the due date and time of opening of the quotation shall not be considered.
10. The Member Secretary, Meghalaya State Pollution Control Board, Shillong, shall in no way, be responsible for non-receipt of quotation sent by post or by courier service.
11. The Board reserves the right to cancel the work Order, if it is found that the workmanship is of inadequate standard or there is inordinate delay on the part of the dealer in progress of work. In the event of such cancellation, the Board reserves the right to refuse payment to the dealer. However, dealer shall be given to the vendor of such possible action so as to allow him to rectify / improve performance, failing which the work order shall be cancelled and may lead to disqualification of the dealer from participating in future Tenders of the Board.
12. The Chairman, Meghalaya State Pollution Control Board, Shillong, reserves the right to reject any or all quotations without assigning any reason thereof and does not bind himself to accept the lowest rates.


MEMBER SECRETARY

Meghalaya State Pollution Control Board
Shillong

Memo No. MPCB/GEN-177/2020-2021/ 27-A

Dated Shillong, the 17th November, 2020

Copy to:-

1. The Chairman, M.S.P.C.B., Shillong for favour of information.
2. The Sr. Accountant, M.S.P.C.B., Shillong for information.
3. Office Notice Board/Board's Website.


MEMBER SECRETARY

Meghalaya State Pollution Control Board
Shillong