

Shri-Mark
Shillai
Web. Information
Manager
For up to date
19/4



GOVERNMENT OF MEGHALAYA
DIRECTORATE OF DAIRY DEVELOPMENT
MEGHALAYA:::SHILLONG

(Mob #: +919863560138/email - meghdairydev@gmail.com)

No.MDD/Acctt/Quotation/ 2020-21/8

Dated Shillong, the 16th April, 2025

NOTICE INVITING QUOTATION

Sealed quotations affixing prescribed non-refundable court fee stamp of ₹200.00 (Rupees Two hundred) only is hereby invited from interested suppliers, firms, etc. for supply of Dairy Materials to the Office of the Undersigned.

The last date for receipt of quotation/tenders complete in all respect is on or before **8th May, 2025 at 2:30 PM** and it will be open on the same day at **3:30 PM** in the presence of the quotationers or their representatives if they so desire.

For more detailed information/instructions please download from the official website of the Department: <http://meghahvt.gov.in>

Sd/-
Director
Directorate of Dairy Development
Meghalaya, Shillong

Memo.No No.MDD/Acctt/Quotation/ 2020-21/8-A Dated Shillong, the 16th April, 2025
Copy to:-

1. The Joint Secretary to the Govt. of Meghalaya, A.H & Veterinary Department for favour of kind information.
2. The Director of Information and Public Relations, Shillong for favour of kind information and with a request to kindly publish in our local daily Newspapers (English/Khasi/Garo).
3. The Director of A.H & Veterinary, Shillong for favour of kind information, with a request to kindly upload the same in the official website.
4. To all Drawing and Disbursing Officers, Directorate of Dairy Development for information.
5. The Directorate, Notice Board



Director
Directorate of Dairy Development
Meghalaya, Shillong



GOVERNMENT OF MEGHALAYA
DIRECTORATE OF DAIRY DEVELOPMENT
MEGHALAYA:::SHILLONG

(Mob #: +919863560138/email - meghdairydev@gmail.com)

DETAILED QUOTATION NOTICE

Sealed quotations affixing prescribed non-refundable court fee stamp of ₹ 200.00 (*Rupees Two hundred*) only is hereby invited from interested supplier, firms, etc. for supply of Dairy Materials to the Office of the Undersigned as per proforma details given in **Annexure - I**.

The last date for receipt of quotations/tenders complete in all respect is on or before the **8th May,2025 at 2:30 PM** and it will be open at **3:30 PM** on the same day in the presence of the quotationers or their representatives if they so desire.

Sl No	Items	Specification	Unit	Court Fee Stamp	Period of Supply
1	2	3	4	5	6
1	Cow Rubber Mat	Size -(5ft x 8ft) Thickness -30mm Water proof	Each	₹ 200.00	One (1) Month

Director
Directorate of Dairy Development
Meghalaya, Shillong

TERMS & CONDITIONS

1. All Sealed Quotation must be addressed to the Director of Dairy Development, Meghalaya , Central Dairy Campus, Mawiong, Shillong-793016, mentioning full name and address of the suppliers along with the name of the Materials on the cover.
2. All Quotations/Tenders must be accompanied with an Earnest Money Deposit (EMD) @ ₹ 5000/- (Rupees Five thousand) only for Tribal's and @ ₹ 10,000/- (Rupees Ten thousand) only for Non Tribal's , in the form of a Demand Draft drawn in favour of Director of Dairy Development, Meghalaya Shillong alongwith upto date:
 - (i) GST Registration Certificate,
 - (ii) Professional Tax Certificate,
 - (iii) Valid Trading License (from District Councils) for Non-Tribal's,
 - (iv) PAN Card and (v) ST/SC Certificate (as applicable).

The Office will not be responsible for any loss or damage of material in transit. Insurance if necessary is left at the sole discretion of the Supplier/Firms.

3. No figures or words in the quotation/tender should be overwritten and the amount must be quoted in figures as well as in words.
4. The list of items alongwith specification is given at **Annexure - I**. Price should be quote as per prescribed format i.e. **(Annexure- I)**.
5. The Rate quoted should be in Indian Rupee(₹) inclusive of all taxes, transportation charges or any other charges and F.O.R. to sites within the State of Meghalaya.
6. All prevailing taxes will be deducted from the Supplier's bill at the rate as fixed by the Government from time to time.
7. Standard manufacturer warranty should also be provided and mentioned in the quotation failing which the quotation will stand rejected.
8. The Successful quotationer will be liable for rectifying/replacing any defective material supplied covered under the Standard Warranty during the warranty period.
9. In case the quotation is being submitted by an authorized agent/dealer of the principal manufacturing company, the authorize sales agency/dealership certificate from the principal manufacturer should be furnished along with the quotation. Non submission of authorization certificate the Quotation will be rejected.
10. The undersigned reserves the right to accept/reject any quotation for the item quoted without assigning any reason thereof and is not himself bound to accept the lowest rate or any rate.

11. Quotationers or their representatives may remain present at the time of opening of quotations if they so desire. If quotationers or their representatives remain absent during the time of opening, the quotation shall be open in their absence and subsequent objection there later on shall not be entertained under any circumstances.
12. The Successful quotationer shall have to supply the material indented for within the stipulated time from the date of placing orders failing which the orders will automatically be treated as cancelled. However, the Indenting Officer may extend the time of supply on receipt of specific request from the supplier for their inability to supply the item within the stipulated time on genuine ground.
13. The Undersigned reserves the right to reject the Tender/Quotation if it find insufficient document. All Xerox documents submitted should be Self attested & Canvassing in any form is strictly prohibited and liable to disqualification without assigning any reason thereof.
14. All sealed quotation shall be accepted upto **14:30 Hrs of the 8th May,2025** in room no.04 of the Directorate of Dairy Development, Meghalaya,Shillong.
15. Earnest Money Deposit (EMD) of unsuccessful tenderers shall be returned to the concerned at the earliest possible sans interest.
16. Tenderer/Quotationer should write their full address on the backside of the envelope. Tender receives after the due date and time shall not be entertained. In case the last day of the tender falls on a holiday, the same will be extended to the next working day.
17. The Quotationers shall have to give a declaration effect that they do hereby declare that they have gone through and acquainted themselves with and agreeable to terms and conditions stipulated therein.



Director

**Directorate of Dairy Development
Meghalaya, Shillong**

Name of Materials: Cow Rubber Mat

**Specifications: (i) Thickness---30 mm (ii) Size—5.0ft x 8.0 ft (iii) Waterproof
Quantity to supply = 100 Nos (Minimum)**

Reference: MemoNo.MDD/Acctt/Quotation/2020-21/8 dated:

I/We agree to the Terms and Conditions to execute the above supply at the rate quoted against the item.

Rate Quoted must be FOR (Shillong/Jowai/Tura)& inclusive of GST as applicable.

1. Supply of Cow Rubber Mat.

Rate Quoted per Mat:

(in figure)..._____

(in words)..._____

Detailed Specification enclosed: _____(Yes/No)

Warranty: _____ (year/s)

(Signature of Supplier's)

Name in Full: _____

Address: _____