

BRIHANMUMBAI MUNICIPAL CORPORATION

Assistant Commissioner 'P/S Ward

Quotation Notice

Sub: SITC of new EPABX system along with accessories at P South ward office, Goregaon (W).

The Municipal Corporation of Greater Mumbai invites sealed Quotations for: **"SITC of new EPABX system along with accessories at P South ward office, Goregaon (W)"** as per specifications of P/South ward mentioned in the quotation form. The sealed Quotation should be delivered on or before due date 28/07/2026 up to 3:00 pm in the Office of the Assistant Commissioner P/South Ward, S.V. Road, Goregaon (W), Mumbai 400 104.

Sr. No.	Name of the work	Due Date	E.M.D. (Rs.)
1.	SITC of new EPABX system along with accessories at P South ward office, Goregaon (W).	28/07/2026 at 15:00 pm	3000.00

The copy of the blank Quotation forms will be obtained from the office of the Assistant Commissioner P/South Ward, S.V. Road, Goregaon (W), Mumbai 400 104 from 24/07/2026 to 27/07/2026 up to 2.00 pm. The wax sealed Quotation should reach to the office of Asst. commissioner P/South on due date i.e. on 28/07/2026 up to 3.00 p.m. Documents shall not be sent by post. Quotations received after due date and hour shall not be accepted under any circumstances. The wax sealed Envelope of the quotations will be opened in the office Assistant Commissioner P/South Ward, S.V. Road, Goregaon (W), Mumbai 400 104, on 29/07/2026 at 4.00 p.m.

Earnest Money Deposit (EMD) shall be paid on line through payment gateway on or before due date and time prescribed. The vendors having standing deposit shall also have to pay full EMD amount online.

The Authority (BMC) shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or

relating to the tender or the Bidding Process, including any error or mistake therein or in any information or data given by the Authority.

The Municipal Commissioner reserves the right to reject all or any of the quotations without assigning any reason at any stage. Bidders shall note that any corrigendum issued regarding this quotation notice/quotationr will be published on the BMC portal only. No corrigendum will be published in the local newspapers.

Sd/-

ASST. COMMISSIONER P SOUTH

BRIHANMUMBAI MUNICIPAL CORPORATION

Office of the Assistant Commissioner P/South Ward, S.V. Road, Goregaon (W), Mumbai – 104.

ANNEXURE 'A'

DETAILS OF DELIVERY/COMPLETION PERIOD TO BE FURNISHED BY THE QUOTATIONER

SR. NO.	WORK DESCRIPTION	MCGM DELIVERY SCHEDULE	QUOTATIONER OFFER
1.	SITC of new EPABX system along with accessories at P South ward office, Goregaon (W)	On or before due date	

QUOTATIONER SIGNATURE & OFFICE STAMP

SPECIFIC INSTRUCTIONS TO QUOTATIONER AND SCOPE OF WORK

- 1.** The scope of work involves the "SITC of new EPABX system along with accessories at P South ward office, Goregaon (W)".
- 2.** The quotations are invited in waxed sealed envelope containing technical and commercial bid and financial bid. The quotation will be opened on the due dates as specified in 'Quotation Notice'.
- 3.** The quotationer will have to submit their quotation on or before the due date in the office of Assistant Commissioner P/South Ward, S.V. Road, Goregaon (W), Mumbai 400 104 up to 3.00 PM.
- 4.** The quotationers are expected to fill their quotation carefully and scrutinized same before delivering to the office of Assistant Commissioner P/South Ward. No variation in any ground such as mistakes or misunderstanding will be allowed after the quotation is opened, recommended, or accepted. The rates and cost must be quoted in figures as well as in words.
- 5.** The envelope shall contain the certified copies of the following documents.
 - (a)** Registration certificate of the company.
 - (b)** GST registration certificate.
 - (c)** Original quotation documents duly signed and stamped.
 - (d)** Copy of PAN card with photographs duly certified.
 - (e)** The quotationer in their own name should have satisfactorily executed the work in MCGM /Semi Govt. /Govt. & Public Sector Organizations during last 3 years ending last day of month previous to the one in which quotations/bids are invited as a prime Contractor (or as a nominated sub-Contractor, where the subcontract had involved similar nature of work as described in the scope of works in this quotation document, provided further that all other qualification criteria are satisfied) one work of 40 % of the estimated cost (i.e.Rs.1,10,500.00)
- 6.** The Quotationer must fill up the Quotation in the format given. If it is filled up in any other format, the same will be rejected.
- 7.** The Quotation copy shall be submitted along with the Quotation submittal duly signed on each page as a token of acceptance of the terms and conditions.
- 8.** The quotation shall contain no interlineations, erasures or over writing except as necessary to correct errors made by the persons signing the quotation. Any correction in the quotation documents shall be endorsed by the quotationer with the signature.
- 9.** Quotations must be received at the address specified above not later than 3.00 pm on/...../2026 (Please note that quotations will not be accepted after the hour and date fixed for opening the quotations.)
- 10.** Any quotation received after the deadline for submission of quotations presented by the department shall be out rightly rejected.
- 11.** The quotation will be opened in the presence of quotationer representative who choose to attend at 4.00 PM on the same day at the following location
Office of Assistant Commissioner,
P/South Ward, S.V. Road,
Goregaon (W), Mumbai- 400 104
- 12.** If any deviation is made the quotation is likely to be rejected.

- 13.** The Municipal Commissioner reserves the right to negotiate the cost with L1 if required.
- 14.** The Municipal Commissioner reserves the rights to reject one or all the quotation without assigning any reason.
- 15.** The Municipal Commissioner does not bind himself to accept the lowest or any other quotation and reserve the right to select one or more items of the quotation without reference to other items of the quotation and the quotationer will be required to provide the service at the rates quoted.
- 16.** The rates quoted shall be including all taxes and duties.
- 17.** The price and cost stated in the quotation shall be in Indian currency only.
- 18.** As per prevailing rules, TDS will be deducted at source towards Income Tax from all the bills submitted to the department. The TDS certificates shall be given by Chief Accountant's office at Municipal Head Office.
- 19.** The vendor has to register with BMC by paying necessary charges.
- 20.** The vender must be registered vender under GSTIN No.
- 21.** The payment will be made by NEFT / RTGS / CBS mode through SBI within 30 days from the date of completion of work and presentation of bill.
- 22.** If the service provider fails to perform the work/services within the time period specified in the contract, the service provider shall, without prejudice to its other remedies under the contract, deduct from the contract price as liquidated damages, a sum equivalent to half percent of the unperformed services for each week of delay until actual delivery or performance, up to a maximum deduction of 10% of the services contract price. Once the maximum is reached the service provider may consider termination of the contract.
- 23.** The quotationer shall note that any claim, dispute or differences arising in respect of contract, the cause of action there shall be deemed to have arising in Mumbai and all legal proceedings in respect of any such claim, dispute or differences shall be instituted in a competent court in Mumbai only.
- 24.** Quotation containing contradictory and vague stipulation and hanging conditions such as 'subject to prior sale, offer subject to availability of stock, offer subject to confirmation at the time of order', rates subject to market fluctuation' etc is liable to be rejected out rightly.
- 25.** The quotationer cannot collaborate with more than one company at a time. In case the quotationer submits the quotation with collaboration of more than one company the quotation will be rejected out rightly.
- 26.** The prices quoted shall be firm and no variation will be allowed on any account.
- 27.** The successful quotationer will have to Legal & stationery charges as applicable.
- 28.** The validity of the quotation shall be minimum 90 days.
- 29.** The quotation shall remain valid for 90 days after the date of quotation opening by the department. If the quotation is valid for lesser period it will be out rightly rejected.
- 30.** The successful quotationer will have to pay in cash or DD for preparing contract documents, legal charges as applicable.

SPECIFICATIONS

- 1.** The material used for the above Supply and installation work shall be of reputed make and having long service life.
- 2.** The contractor shall at his own expenses provide all materials required for work
- 3.** All materials to be provided by the Contractor shall be of the best kind in conformity with the specifications laid down in the contract or as per relevant Indian standard and the Contractor shall, if requested by the BMC Engineer, furnish proof to the satisfaction of Engineer that the materials so comply.
- 4.** Material required for the works, whether brought by the Contractor or supplied by BMC, shall be stored by the Contractor only at places approved by the MCGM officials. Storage and safe custody of material shall be the responsibility of the contractor.
- 5.** BMC officials concerned with the Contract shall be entitled at any time to inspect and examine any materials intended to be used in or on the works, either on the Site or at factory or workshop or other place(s) where such materials are assembled, fabricated, manufactured or at any place (s) where these are lying or from which these are being obtained and the Contractor shall give such facilities as may be required for such inspection and examination
- 6.** All the electrical material used for the work must be of reputed make such as Havells/Philips/Crompton/Polycab/Anchor only.
- 7.** The quotationer should be ready to make the supply of the material, as per the required specification.
- 8.** All the cable joints shall be done with the use of proper lugs/glands.
- 9.** All hardware material shall be corrosion resistant.
- 10.** All charges on account of Octroi, terminal or sales tax and other duties on materials obtained for the works from any source shall be borne by the contractor.
- 11.** Warranty: - The successful quotationer shall provide the service warranty of PBX system along with CSMC for the period of minimum 12 months from the date of installation.
- 12.** 10 % amount of the total contract cost shall be kept on hold for the period of 12 months from the date of installation.
- 13.** Any other minor work not specified in the scope/quotation/schedule, but required for satisfactory/successful commissioning of work, shall deemed to be considered in the scope of the work.

BRIHANMUMBAI MUNICIPAL CORPORATION

Office of the Assistant Commissioner P/South Ward, S.V. Road, Goregaon (W), Mumbai – 104.

A N N E X U R E ‘ A ’

DETAILS OF WORK COMPLETION PERIOD TO BE FURNISHED BY THE QUOTATIONER

SR. NO.	WORK DESCRIPTION	MCGM DELIVERY/COMPLETION PERIOD SCHEDULE	QUOTATIONER OFFER
1.	SITC of new EPABX system along with accessories at P South ward office, Goregaon (W).	15 days	

QUOTATIONER SIGNATURE & OFFICE STAMP

BRIHANMUMBAI MUNICIPAL CORPORATION

Office of the Assistant Commissioner P/South Ward, S.V. Road, Goregaon (W), Mumbai – 104.

A N N E X U R E ‘ B ’

Subject: SITC of new EPABX system along with accessories at P South ward office, Goregaon (W).

SCHEDULE OF BILL OF QUATITY AND RATES

Sr. No.	Description of Work	USOR	Qty (Nos./Mtr.)	Unit Rate in Rs.	Total cost in Rs.
1.	SITC of EPABX 6 x 28 P&T (6 TRUNK / 4 DIGITAL / 28 SLT) EXPANDABLE UPTO 256 EXT)	R3-ME-12-1-g	1.00		
2.	SITC of Additional 24 extension card.	R3-ME-12-1-i	2.00		
3.	SITC of Additional 16 extension card.	R3-ME-12-1-h	1.00		
4.	SITC of Additional 8 trunks lines card	R3-ME-12-1-j	1.00		
5.	Cat 6 Gigabyte	R3-ME-12-4-b	200.00		
6.	200 pair M.S.Junction Box for EPABX	R3-ME-12-6-e	2.00		
7.	SITC of 19 inch Rack	R3-ME-12-9-v	1.00		
	Total Cost in Rs.				
	GST in Rs.				
	Total cost inclusive of GST in Rs.				

In words _____

**Quotationer full address
telephone number if any**

**Quotationer signature and
and office stamp**

BIDDER DETAILS

<u>Subject:</u>	Unstar/E-Tender of Work in P/S Ward.
Name of work	
Bid Number	
Premium/ Rebate quoted	
Date of opening	

I, the undersigned, has read the above directions and noted the same for the bid under reference.

Tenderer's Signature

Tenderer's Name:

Bidders to provide personal details in this form and submit the same Before taking work order.

Name of work	
Bid No.	
Bidder Name	
Name of the firm	
Vendor No.	
Contact Nos.	
E-Mail ID	
Postal Address	

Contractor's Signature

Date:...../...../.....

Annexure-I

DETAILS KEY PERSONNEL WITH TENDERER WHO ARE PROPOSED FOR THIS CONTRACT

Table-A

Name of work	
Bid No	
Name of the firm	
Vendor No.	

Table-B

Sr. No.	Description of category	Name	Qualification	Professional experience and details of works carried out	Since how long service with tenderer	Remarks

SEAL OF COMPANY SIGNATURE OF TENDERER:

DESIGNATION:

DATE:

(Note: If the bidder fails to submit the BMC vendor number, then the bidder will be treated as non-responsive and 100% EMD will be forfeited.)

Rate Analysis

Rate Analysis format						
Sr. No.	Item Code	Description of Item	Unit	Quantity	Rate	Amount
		Details of Cost for:1Unit				
		For example 1.00Cum				
		1.00Sq. Mtr				
		1.00Rmt				
1		Material				
2		Labour:				
A		Total Material & Labour Cost				
		Total of A:				
B		Overhead & Profiton A ___%	%			
C		Total(A+B)				
D		Per Unit Cost				
					Say	

SEAL OF COMPANY SIGNATURE OF TENDERER:

DESIGNATION:

DATE:

(BEST PRICE UNDERTAKING)

To,
The Municipal Commissioner,
For the Municipal Corporation to Greater Mumbai

Sir,

Quotation No. _____

"I/ We -----,
(full name in capital letters, 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 -----,
(full name in capital letters, 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 undertake that we have offered the best prices for the subject supply/work as per the present market rates and that we have not offered less prices for the subject supply/work to any other outside agencies including Govt./Semi Govt. agencies and within the MCGM 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 instruction and direction given in this behalf in this quotation."

"I/We further agree and undertake that in the event, if 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 inconveniences caused to the Corporation, in any manner and will not resist any claim for such compensation on any grounds whatsoever. 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 withdrawn by the Corporation."

However, in case of price difference, if it is a result of differential tax structures, different Dollar value of Rupee, differential logistic of transport etc. 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 to why such price variation/differential has been arisen.

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

**BIDDER'S FULL SIGNATURE WITH
RUBBER STAMP**

(Note: This affidavit should be given on Rs.500/- stamp paper duly notarized by Notary with red seal and registration Number.)

UNDERTAKING CUM INDEMNITY BOND

We (1) Mr. _____ (2) Mr. _____
and (3) Mr. _____ aged (1) _____ yrs, (2) _____ yrs and
(3) _____ yrs respectively; Proprietor / Partners / Directors / Power of Attorney holder
of the firm _____ having its office at _____ hereby

gives an UNDERTAKING CUM INDEMNITY 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 _____ -

_____ in _____ Ward.

AND WHEREAS I / We want to participate in the said Tender procedure, I / We hereby
given an Undertaking – cum – indemnity 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 undertake to communicate if my / our Firm comes 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 intimate appropriate penal action.

The undertaking – cum – indemnity Bond is binding upon us / our heirs, executors,
administrators and assigns and / or successor and assigns.

Place :

Dated :

Proprietor / Partners / Directors / POA
(Seal of Firm / Co.)

Identified by me,

BEFORE ME,

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;

1. I say & undertake that as specified in section 171 of CGST 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.
2. 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.
3. 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.
4. If I fail to compliance with the provisions of the GST Act, I shall be liable for penalty /punishment or both as per the provisions 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

BRIHANMUMBAI MUNICIPAL CORPORATION

Assistant Commissioner 'P/S Ward

Annexure for Site Visit Report

Bid No.

Subject: SITC of new EPABX system along with accessories at P South ward office, Goregaon (W)

This is to certify that, the site has been checked on dated...../06/2026, in presence of technical staff from Electrical department P South ward and understand the nature of work which needs to be carried out under the subjected work, Bid no.....

Sub Engineer Electrical P South

Assistant Engineer Maintenance P South