

Quotation Number:- BDD/26-01

Brihanmumbai Municipal Corporation

Business Development Department

QUOTATION FORM

Sub: Development, Deployment, Testing, Training, integration with SAP and One Year Maintenance of Online Application and Web Portal for Event Permission Management System for Brihanmumbai Municipal Corporation

1. Quotation to be submitted in the office of the Office of the Chief Business Development, Brihanmumbai Municipal Corporation, Ground Floor, Engineering Hub, Worli Office. Dr.E Moses Road, Mumbai 400 018. up to 16.00 hours on or before due date.
2. Quotations will be opened on due date after 16.00 or on next working day after 11.00 Hours in presence of Quotationer who are present in the office of Chief (Business Development) Brihanmumbai Municipal Corporation, Ground Floor, Engineering Hub, Worli Office.Dr.E Moses Road, Mumbai No 400 018.

Earnest Money Deposit Rs.3000/-

Form Fee Rs. 400+18% GST

Issued to M/S. _____

Category:

Class :

Registration No :

Valid up to : _____

Address: _____

BRIHANMUMBAI MUNICIPAL CORPORATION

Office of the Chief Business Development

Brihanmumbai Municipal Corporation,
Ground Floor, Engineering Hub, Worli Office.
Dr.E Moses Road, Mumbai 400 018.

QUOTATION FORM

Due Date : 15.07.2026 Time: up to 4.00 p.m.

Sealed (lacquer) spot quotations are invited for the work of **“Development, Deployment, Testing, Training, integration with SAP and One Year Maintenance of Online Application and Web Portal for Event Permission Management System for Brihanmumbai Municipal Corporation.”**

Scope of Work:

The selected agency shall develop and deploy a comprehensive Online Event permission Portal including but not limited to the following modules:

1. Applicants Registration & Login Module.
2. Event Application Submission Module.
3. Online Document Upload Facility.
4. Department-wise Scrutiny & Approval Workflow.
5. NOC Management Module.
6. Login and Dashboard BMC Officials.
7. Application Tracking System
8. SMS and E-mail Notification System.
9. Online Generation of Permission Letters.
10. Online Payment gate way, security deposit, scrutiny fee and refund moule
11. MIS Reports and Analytics Dashboard.
12. User Management and Role-Based Access Control.
13. Audit Trail and Activity Logs.
14. Mobile Responsive Design.
15. Security Features including SSL and Data Encryption.
16. Integration with SAP module
17. Reconciliation of Fee
18. VAPT (Vulnerability Assessment & Penetration Testing)
19. One Year Warranty, Support and Maintenance.

Terms and Conditions

1. As per attached terms, conditions, specifications and schedule of Quantities.
2. The quotations shall be enclosed in lacquer sealed envelope, addressed to the Municipal Commissioner of Greater Mumbai and super scribed by as quotation for the work of **AS MENTIONED ABOVE** & delivered on **ABOVE OFFICE ADDRESS** on or before **4.00 p.m., 15.07.2026** not later than **4.00 p.m.** Quotations received after this hour and date shall 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** or next working day after **11.00 am**.
3. The quotationer shall pay the Earnest money Deposit of **Rs.3000/-** through Demand Draft (DD) or through cash at any of the CFC counters. The quotationer shall submit such DD physically in packet on the date of submission of quotation. If such DD is not submitted physically in packet the quotation shall be treated as non-responsive and shall not be opened.
4. The E.M.D. of the 4 lowest responsive quotationers shall be retained till official sanction of appropriate authority is obtained and work order is issued to the successful bidder. EMD of the other quotationers shall be refunded forthwith. As far as 4 lowest responsive quotationers are concerned, once the work order is issued to the successful quotationer, EMD of the remaining 3 lowest responsive quotationers shall be refunded immediately.

NOTE:

 - i) If the quotationer(s) withdraw quoted offer during the quotation validity period, his E.M.D shall be forfeited.
 - ii) 10% amount of the EMD of the quotationer shall be forfeited who fails to submit the required documents within stipulated time period.
5. The rates quoted shall be firm and no variation will be allowed subsequently on any account.
6. **Taxes & Duties:** (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/GST authorities. The rates shall be inclusive of all applicable taxes, such as S.T./C.S.T./ VAT/GST, etc. applicable as per the Govt. Act in force at the time of submission of the quotation and work out the actual amounts thereof. No extra payment shall be made in this regard.

(b) In case of the quotation for fabrication, manufacture, supply and installation of any article, no Sales Tax will be payable for such work being indivisible works contract.

(C) The rates shall be inclusive of all duties, levies such as Custom, Excise, Octroi, etc. wherever applicable. No claims in this regard shall be entertained by M.C.G.M. at the later stage.

(d) The conditional offers consisting of the footnote regarding taxes, duties, advance payment, etc. shall be rejected out-rightly.

7. Completion Period : Completion of work shall be **30 days** from the date of receipt of the Work order.

8. Validity of the quotation : The quotation shall remain firm and valid at least for 180 days from the date of its opening.

9. Payment : The payment shall be made to the contractor on satisfactory completion of the work.

10. 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.

11. The requisite legal & stationary charges will be payable by the successful Quotationer. Late quotations shall not be accepted under any circumstances and Conditional quotations shall be rejected.

12. Quotationer shall not withdraw his offer within validity period. If he does so, the Earnest Money Deposit paid will be absolutely forfeited to the Corporation.

13. Penalty

For failure to comply with the order placed for work / supply of the articles within the stipulated period a penalty equivalent to $\frac{1}{2}$ % per week or part thereof on the value of the delayed work / supply of articles will be recovered from the Contractors' bill. 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 Engineer.

14. The contractor have to submit the bill for the work carried out within 15 days from the date of completion of the work to the respective executing department or otherwise penalty will be levied as per policy.

- 15.** The quotationer shall invariably submit this 'Quotation Notice' 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.
- 16.** 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 quoted separately under different names for the same work, all such quotation(s) shall stand rejected and 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 16 have submitted separate 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 quotationers shall be liable for action as in Clause No.16(a) including similar action against the firms / establishments concerned.
- c)** If after award of work it is found that the accepted quotation violated any of the clauses 16, 16(a) or 16(b) the work 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.
- 17.** Free sample of the work shall be submitted by the quotationer for testing/inspection purpose if called for by the undersigned. The successful quotationer have to make the changes / amendments as per the need of the department within the scope of this quotation only.
- 18.** The successful quotationer shall have to undergo Vendor Registration with BMC before the issue of work order.
- 19.** The payment through ECS, RTGS / CBS, NEFT will be made in Contractor's/ Supplier's Accounts in the bank. The Contractor/ Supplier shall, therefore, state the name of Bank, Branch, and Account No. on the bill & Quotation form or submit ECS form duly verified by their Banker.

20. Quotationer shall attach photocopy of PAN along with original photograph and sales tax registration photocopy. Any document in support of registration under Maharashtra 'VAT' act, 2002/ 'GST' Act 2017 shall also be attached.
21. The quotationer shall submit the documentary evidence of the past experience in carrying out the similar nature of work in last 3 years along with GST Registration Certificate, PAN Card, Certificate of Incorporation/Registration, Company Profile and implementation plan with time lines.
22. The quotationer shall have to furnish valid registration certificate under ESIC Act 1948, if quotationer has more than 10 employees/persons on his establishment (in case of production by use of energy) and 20 employees/persons on his establishment (in case of production without use of energy). Otherwise the quotationer has to submit an undertaking to that effect on Rs.500 stamp paper stating the same.
23. If the quotationer has 20 or more workers on his establishment, then he shall have to furnish registration certificate under under EPF & MP Act 1952 . If there are less than 20 workers on his establishment then the quotationer shall furnish an affidavit stating the same on Rs.500/- stamp paper.
24. The Quotationer shall have to furnish undertaking as mentioned at annexure -I & II on Rs. 200/- stamp paper.
25. The Declaration of the bidder for not being black listed / debarred should be furnished as per circular No. EE/C&R/310/Civil Dt.19.06.2014 (Undertaking as mentioned at annexure-II on Rs. 200/- stamp paper.)

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

Sd/-
Chief - Business Development

Annexure -I

“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

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 _____ hereby 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 BMC 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, executors administrators and assigns and/or successor and assigns.

Place :

Date :

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

Identify by me

BEFORE ME

BANKER'S GUARANTEE IN LIEU OF CONTRACT DEPOSIT FOR WORK

THIS INDENTURE MADE THIS _____ DAY OF ____200__ BETWEEN THE

_____ BANK incorporated under the English /
Indian Companies Acts and carrying on business in Mumbai (hereinafter referred to as 'The Banks which
expression shall be deemed to include its successors and assigns) of the first part,

inhabitants carrying on business at _____

in Mumbai under the style and name of M/S. _____

(hereinafter referred to as "the contractors") of the second part

Shri. _____ the MUNICIPAL COMMISSIONER OF BRIHAN
MUMBAI (hereinafter referred to as "The Commissioner " which expression shall be deemed, also to include
his successor or successors for the time being in the said office of Municipal Commissioner) of the third part
and the MUNICIPAL CORPORATION OF BRIHAN MUMBAI (hereinafter referred to as "The Corporation") of
the forth part whereas the contractors have submitted to the Commissioner tender for the execution work
of _____

_____ and the terms of such tender/contract required that the
contractors shall deposit with the Commissioner as earnest money and/or the security, a sum of
Rs. _____ (Rupees _____)

AND WHEREAS if and when any such tender is accepted by the Commissioner, the contract to be
entered into in furtherance thereof by the contractors will provide that such deposit shall remain with and be
appropriated by Commissioner towards the security deposit to be taken under the contract and be
redeemable by the contractors, if they shall duly and faithfully carry out the terms and provisions of such
contract and shall duly satisfy all claims properly chargeable against them there under and whereas the
contractors are constituents of the bank and in order to facilitate the keeping of the accounts of the
contractors, the bank with the consent and concurrence of the contractors has requested the
Commissioner to accept the undertaking of the bank hereinafter contained in place of the contractors
depositing with the commissioner the said sum as earnest money and/or the security as aforesaid AND
WHEREAS accordingly the Commissioner has agreed to accept such undertaking NOW THIS
AGREEMENT WITNESSES that in consideration of the premises, the bank as the request of the
contractors (hereby testified) UNDERTAKES WITH the Commissioner to pay to the Commissioner upon
demand in writing, whenever required by him, from time to time, so to do, a sum not exceeding in the whole
Rs. _____ (Rupees _____)

under the terms of the said tender and/or the contract the B.G. is valid upto _____.

"Notwithstanding anything what has been stated above, our liability under the above guarantee is restricted to
Rs. _____ only and guarantee shall remain in force upto _____ unless the demand or
claim under this guarantee is made on us in writing on or before _____ all your right under the
above guarantee shall be forfeited and we shall be released from all liabilities under the guarantee thereafter".

DECLARATION

To,
The Municipal Commissioner,
Brihanmumbai Municipal Corporation,
Mahapalika Marg,
Mumbai-400 001.

Sir,

I/We have carefully read and understood all the terms and conditions stipulated in the Quotation Notice and hereby agree to abide by the same. I/We hereby submit our quotation for the above-mentioned work.

I/We further declare that all the information furnished by us is true and correct.

Yours faithfully,

Tenderer's Full Name, Signature
& Address With Rubber Stamp

BRIHANMUMBAI MUNICIPAL CORPORATION

FINANCIAL QUOTATION

Sub: Development, Deployment, Testing, Training, integration with SAP and One Year Maintenance of Online Application and Web Portal for Event Permission Management System for Brihanmumbai Municipal Corporation

Sr. No.	Description of Work	Unit	Qty.	Rate (Rs.)	Total Amount (Rs.)
1	Development, Deployment, Testing, Training, integration with SAP, VAPT and One Year Maintenance of Online Application and Web Portal for Event Permission Management System for Brihanmumbai Municipal Corporation	1	1		

Sub Total Rs. _____

GST @ 18% Rs. _____

Grand Total Rs. _____

Final Amount in Words with GST

Rupees _____ **Only**

I/We agree to execute the above work as per the terms and conditions of the quotation notice and at the rates quoted above.

Place : _____

Date : _____

Signature of Quotationer

(Name, Designation & Office Seal)