

**I/C Executive Engineer**  
Head Water Works  
Khatodara Water Distribution St.  
Nr.Sosyo circle ,Surat.  
e-Mail:www.exen.hww@suratmunicipal.org



**Surat Municipal Corporation**  
Gordhandas Chokhawala Road,  
Muglisara, Surat - 395003  
Fax:- 0261- 2422110, 2451935  
Telex:- 0188-251 SMC IN  
Phone:- 2423750-56, 2422285-87 Ext.367

**QUOTATION INQUIRY**

By Speed Post / R.P.A.D.

HWW/OUT/ 1654

Date: 04/10/2025.

To,

SUB :- Quotation for the Supply of *Lethon-03/ Equivalent Specification Grease* at Head Water Works(Varachha) (2<sup>nd</sup> Attempt)

**PRICE-SCHEDULE**

Sr. No.	Item Description	Unit	Make	Total Qty (KG)	Rate / KG	Total Amt. In Rs. (WITHOUTGST)
1	Quotation for the Supply of <i>Lethon-03/Equivalent Specification Grease</i> at Head Water Works (Varachha)	No.	HPCL/IOCL /BPCL	182		
TOTAL WITH ROUNDING UP RS.						
Total Amount Rs. in words						

Sign & Seal of Bidder

**Note: -**

- Bidder must submit Earnest Money Deposit (EMD) of 2.5% of the quoted amount in the form of DD/Pay Order only. In case of award of work, EMD of the successful bidder will be retained as a Security Deposit, to be released after satisfactory completion of work.
- Bidder must be an authorized C&F Agent / Distributor / Stockiest / Dealer of make mentioned in the Quotation.
- Rates mentioned in the price list should be WITHOUT GST, levies, incidental charges, packing forwarding, insurance, transportation, loading / unloading etc. i. e F.O.R. Surat basis only in the price-schedules.
- Offers, those are not submitted in closed/sealed cover, will be rejected outright and not considered for the further process under this work.
- The rate shall remain valid for a period of 120 days from the date of submission of the quotation.


6. Rates/amount/discount offered in the Price Schedule shall only be considered. Anything specified elsewhere other than Price Schedule should not be considered.
7. In case of mis-understanding /confusion/mis-interpretation cost beneficial to corporation will be taken as a final.
8. Bidder must supply lethon -3 Grease/equivalent specification grease of the ANY OF THE MAKE mentioned in this inquiry. Any other make will not be accepted. Bidder must provide equivalent name-details with filled quotation.
9. The successful bidder shall have to execute an Agreement and Undertaking as per SMC prevailing rules within 10 days from the date of work order. Bidder shall have to submit Agreement on Rs.300 Stamp paper each (i.e. 300/- X 1 Nos.) as per SMC guidelines.
10. Completion Time: 30 days from the date of work order. In case of delay, penalty @ 0.2% per day of the non-executed item shall be levied, subject to a maximum of 10% of the unexecuted order value.
11. Payment Terms: 100% payment will be released after satisfactory completion of entire work and submission of invoice within 30 days.
12. In case of discrepancy between words & figures, rates offered in words shall be considered.
13. The Work should be completed within 30 days from the date of Order.
14. Return the duly filled quotation in a **sealed cover** addressed to:

**The Chief Accountant**  
Accounts Department,  
Surat Municipal Corporation,  
Muglisara, Surat - 395 001.

The envelope must clearly mention:

**"Quotation for Supply of Lethon-03 Grease at Head Water Works (Varachha)".**

15. Bidder must submit their filled quotation in Hard Copy on above address on or before Dt.15/10/2025.

  
**I/C Executive Engineer**  
**Head Water Works,**  
**Surat Municipal Corporation.**

