# MORMUGAO PORT AUTHORITY ENGINEERING MECHANICAL DEPARTMENT

#### **NOTICE INVITING BUDGETARY QUOTATIONS**

Name of Work	Budgetary Quotation for "Hiring of 03 nos. vehicles (2 nos. mini pickups / jeep with extended body & 1 nos. Pickup) at Mormugao Port Authority"	
Date of submission of budgetary quotation	On or before 11.01.2024 at 12.00 Hrs.	
Address for communication:	Executive Engineer (P&D), Office of Chief Mechanical Engineer, Engineering Mechanical Dept., Mormugao Port Authority, A.O. Bldg, Headland Sada, Mormugao, Goa – 403804.	
Contact Details  Phone :0832-2594227/17/12  Email : xeng.mpa@gmail.com		
Website	ebsite <a href="https://www.mptgoa.gov.in/">https://www.mptgoa.gov.in/</a>	

Bidders are requested to submit their Budgetary Quotations as per enclosed format at **ANNEXURE – I** and Vehicle Details as per **Annexure-II** to enable us to arrive an estimated cost for tendering.

Budgetary Quotation should be addressed to the "Executive Engineer (P&D)", Mormugao Port Authority, 2nd floor, AO building, Headland- Sada, Mormugao, 403804.

Executive Engineer (P&D),
MORMUGAO PORT AUTHORITY

#### **SCOPE OF WORK**

# SUB: Hiring of 03 nos vehicles (2 nos.mini pickups /jeep. with extended body & 1 nos. Pickup)

The Port intends to hire 3 nos. vehicles ie. 2 nos. mini pickups/ jeep with extended body and 1 no. pickup for execution of day to day works in the Port along with drivers for a period of 3 years. Fuel and maintenance of vehicles is in contractor's scope.

#### Scope of work

- 1 The Mini pickup / jeeps supplied shall be of model not earlier than **September 2018.**
- 2 The hired Mini pickup / jeeps /pickup shall be stationed at a designated place and will be under a controlling officer authorized by the Port.
- The Mini pickup/ jeeps/pickup shall be utilized to transport man, material and if required components such as motors, pumps etc. hence the <u>carrying capacity should be a maximum payload of 1200 kg for mini pickup\jeep and for pick up it should be 3000 kg.</u>
- 4 The hired mini pickups/ jeeps/pick up will be utilized by various departments of the Port. The normal duty engagement for mini pickups / jeeps/pickup to be deployed in general shift duty shall be 10 hrs. per day i.e. from 08:00 hrs to 18:00 hrs. and shall be deployed as per the requirement of the controlling/user officer of section/department.
- 5 The carriage of the Mini pickup/ jeeps / pickup shall be provided with a robust frame for holding incase the staff are required to be shifted from various locations to carry out day to day works.
- 6 The Mini pickup/ jeeps/pickup shall report on duty on Sundays and Holidays if required without additional charges. The Driver will be given a Lunch break of 30 minutes during general shift/shift as per requirement of the Port.
- 7 The mini pickup/ jeeps/pickup shall be paid upto 1500 kms and 250 hrs per month for normal time in general shift duty of 10 hrs. Extra kms.& Hrs. exceeding the above limit in a month shall be paid extra at the contracted rates. Unutilized kms & Hrs. for month will be carried forward upto 3 month.
- 8 The drivers engaged should be cleared for security by the local police. Separate computerized Photo Identity Card/Photo Pass should be arranged by the contractor from the Port at his cost.
- 9 The contractor shall arrange entry passes for hired Mini pickup/ pickup/ jeeps and personnel's from MPA at his own cost, as per the rates applicable from time to time.
- 10 The contractor will be responsible for any accidents of the subject vehicle and contract staff inside and outside Port area. All legal matters and expenditures, arising due to that, will be responsibility of the Contractor. Port will not be responsible for the same.

# 11 THE CONTRACTOR MUST NOTE THAT THE MINI PICK UP/JEEP/PICK UP SHALL REPORT FOR DUTY WITH:

- i) Tank full with fuel.
- ii) Driver should report with proper shave, haircut and well dressed. The driver must have all the valid documents, badge driving license in his possession at all times, while plying the vehicle. Drivers shall not sit in other depts. /sections when free, but remain with their Mini pickup/ jeeps/pick up only, violation of these instructions will be liable for action against the contractor.
- iii) Driver shall also ensure that he conducts himself in a proper and orderly manner at all times while on assignments, any misbehavior with Officer or occupant will be seriously viewed and may lead to termination/ cancellation of contract.
- iv) Police clearance certificate shall be furnished for the driver.
- v) The driver shall be provided with mobile telephone for easy communication.
- vi) The duty hours & the kilometer reading of the hired vehicle shall be counted from the reporting/relieving time at the user department office in the Port's premises.

#### 9. PERIOD OF CONTRACT

- i. The period of contract will be for a period of 3(three) years.
- ii. The MPA reserves the right to de-hire the one or more vehicle at any time by giving 15 days' notice in writing without assigning any reason thereto. The contractor shall not be entitled for any compensation by reason of such termination. Also port may hire additional vehicle in case of requirement at the same rate, terms and conditions.
- iii. The MPA reserves the right to extend the contract for further period of one or more if any, at the same rate, terms and conditions by giving 30 days prior notice before expiry of the contract.
- iv. In case of a breakdown, an alternative arrangement shall be made by the Tenderer and the Mini pickup/Jeep/pick up shall report for duty at the given time and place.
- v. In case, if, the mini pick up/ Jeep /pick up does not report for duty, and a mini pick up/ Jeep/pick up is hired in lieu thereof, any additional charges over & above the cost worked out, will be recovered from the contractor.

#### 10. AREA OF WORK:

Normally, the Mini pickup/ jeeps will be required to be used within the limits of Port and Vasco area, however on occasions it may be required to be travel to other cities in State of Goa.

#### **ANNEXURE-I**

### **PRICE SCHEDULE (BILL OF QUANTITIES)**

#### PART 'A'

Sr.	Description of Work		Unit Rate /Month (Rs.) exclusive of GST			Total Rate/month
No		Qty	In Figure	In Words	GST	Exclusive of GST (Rs.)
1	Minimum Charges payable upto 1500 Kms. and 250 hrs. per vehicle for 2nos (mini pick up/ Jeep) per month for a period of 3 years as per terms, and conditions of tender.	02				
2	Minimum Charges payable upto 1500 Kms. and 250 hrs. per pick up per month for a period of 3 years as per terms, and conditions of tender.	01				

Part 'B' (Rate for additional kilometer and extra hours)

	Tare b (Rate for additional knowletter and extra flours)			
Sr.		Unit Rate (Rs) exclusive of GST		
No	Description	In Figures	In words	
1.	Rate per km. exceeding 1500 kms. in a month per mini pickup /jeep.			
2.	Rate per hour beyond 250 hrs. in a month per mini pickup /jeep.			
3.	Rate per km. exceeding 1500 kms. in a month per pickup.			
4.	Rate per hour beyond 250 hrs. in a month per pickup.			

### Part 'C'

Sr. No	Description	Unit (km/litre)
1	Average mileage of mini pickup /jeep.	
2	Average mileage of pickup.	

## Note:

<ol> <li>The offered rates shall be exclusive of GST.</li> </ol>
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Place:

### **VEHICLE DETAILS**

Description	Details of Mini pick up/ jeep	Details of Mini pick up
Brand / Model		
Power (bhp)		
Engine Capacity (cc)		
Date of Manufacture (Month/Year)		
Kilometer run as on date of submission of quotation (kms)		
Lead time/ waiting period for supply/delivery of the vehicle to MPA.		

	BIDDER'S SIGN WITH SEAI
Place:	DIDDER 3 SIGN WITH SEAF
Date:	