

MORMUGAO PORT AUTHORITY
ENGINEERING MECHANICAL DEPARTMENT

NOTICE INVITING BUDGETARY QUOTATIONS

Name of Work	Budgetary Quotation for "Hiring of 01 no. Semi Luxury Bus for a period of 03 years at Mormugao Port Authority."
Date of submission of budgetary quotation	On or before 19.06.2023 at 11.30 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	https://www.mptgoa.gov.in/

Bidders are requested to submit their Budgetary Quotations as per enclosed format at **ANNEXURE – I**, 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

Mormugao Port Authority intends to invite Budgetary Quotations for **"Hiring of 01 no. Semi Luxury Bus for a period of 03 years at Mormugao Port Authority."** on round the clock duty to transport CISF personnel/Port employees.

The interested bidders are required to offer their budgetary quotations for as per the price schedule (Bill of Quantities) indicated at Annexure-I enclosed.

Technical/ Commercial Details

1. The registration of tourist vehicle (semi Luxury Bus) shall be **not earlier than Jan'2021** having the milometer reading **not exceeding 1,00,000 kilometers**.
2. The tourist vehicle shall have yellow number plate & black lettering and registered in the state of Goa.
3. The tourist vehicle shall be non- AC semi luxury bus and have certified seating capacity of not less than 28 passengers.
4. The vehicle shall be supplied along with fuel and driver with experience of driving light or heavy motor vehicles.
5. The vehicle shall have all the required permits including tourist permit with required sitting capacity issued by the Transport Department along with the valid fitness certificates, Registration Certificate (RC), Road tax paid certificate, comprehensive insurance (covering all risks of Drivers and passengers traveling in the Vehicle and third party liability), Pollution Under Control (PUC) certificate, etc, available at all times with the Drivers of vehicles including valid driving license and badge. All documents/ certificates shall be revalidated from time to time and duly certified copies shall be submitted to the controlling officer of the user section (CISF/MPA).
6. The supplied vehicle shall be in good working condition as required under Motor Vehicles Act/Rules and shall comply with the regulations of the Regional Transport Authority.
7. The vehicle shall be kept clean and tidy inside as well as outside with comfortable seats.
8. The tourist vehicles shall have a valid permit for plying in Goa. If desired, the vehicle can be used by the CISF/Port employees for travelling in other neighbouring states for which necessary permits shall be arranged by the contractor at his own cost.
9. (a) The service conditions for the tourist vehicle shall be 3000 kms per month and minimum charges per month shall be paid at the contracted rate.
(b) Extra kms. as applicable exceeding the prescribed limit in a month shall be paid at the contracted rates.

- (c) The unused kilometers upto 200 kms as applicable in any month for the tourist vehicle shall be carried forward and adjusted in the subsequent three months, at the same rates. All the decisions of the Controlling officer of the user department (CISF/MPA) in this regard shall be binding upon the contractor.
 - (d) The tourist vehicle shall be operated on round the clock duty (24x7) and shall report on all days irrespective of Saturdays, Sundays and Holidays without any additional charges.
 - (e) The contractor should ensure that the number of drivers and helpers to be posted on the tourist vehicle shall comply with the Motor Vehicles Act/ Rules/R.T.O. guidelines required for 24x7 operations
 - (f) The Drivers/helper of the tourist vehicle will be given a Lunch/dinner break of 30 minutes as per convenience of MPA/CISF Controlling/User officer.
10. The rates quoted shall be inclusive of fuel, lubricants, consumables, repair/maintenance, salary of personnel deployed, uniform, insurance, payment to Statutory Authorities and all other expenses and inclusive of all taxes, except GST.
 11. Contractor shall be responsible to pay all taxes, charges and duties prescribed for operation of the vehicle within the state of Goa.
 12. Parking, Toll, ferry charges and permit of Interstate travel if required shall be paid by the contractor.
 13. The contract period of hiring shall be **for 03 years.**
 14. The Contractor shall quote the rates as per Price Schedule (BOQ) at **Annexure-I.**
 15. The bidder shall indicate the technical details of tourist vehicle for which Budgetary Quotation is submitted, as per enclosed format at **Annexure-II.**
 16. The vehicle shall be deployed as and when required by the Controlling Officer of CISF/MPA for the use of various works of the CISF/MPA. The drivers with the vehicle shall report to Controlling Officer of CISF/MPA, at CISF Camp, Headland-Sada, and the same shall be considered as the starting point for commencement of trips.
 17. The contractor shall maintain a log book which would be supplied by the Port Administration for the tourist vehicle, indicating therein mileage covered daily on each trip as per the prescribed schedule. The opening and closing meter readings for each trip are to be recorded in the logbook of tourist vehicle and each page should be signed by the driver of the tourist vehicle with names and countersigned by the user official. The milometer reading on the tourist vehicle dashboard should tally with the logbook maintained by the contractor.

18. The tourist vehicle should have the emblem of Mormugao Port Authority and should have the wording on the tourist vehicle as ON CONTRACT CARRIAGE PERMIT TO "MORMUGAO PORT AUTHORITY".
19. The speedometer and odometer/milometer/kilometer of the hired tourist vehicle must be maintained at a high standard of accuracy. Any defect noticed by MPA shall have to be rectified forthwith by the Contractor or his authorized representative. Tourist vehicles with defective speedometer /odometer/ kilometer recorder will not be accepted for duty.
20. The driver/owner should have adequate communication facilities for mutual convenience.
21. The employees of the contractor will have no link with Mormugao Port Authority and will have no right over privileges enjoyed by employees of the Board.
22. The employees of the contractor shall behave politely and in a non-provocative manner and maintain cordial relationship with MPA/CISF staff. He shall not report under the influence of intoxication during duty hours.
23. The tourist vehicle should be provided with a qualified driver with valid driving licence, and badge and helper both with clean records. The driver and helper should report for duty in uniform complying with Motor vehicles Act/ Rules/ R.T.O. guidelines, with proper shave and haircut.
24. The drivers shall strictly observe the safe speed limits in the town, on the highways and shall not resort to any negligent / reckless driving, whatsoever.
25. Mormugao Port Authority will not take any responsibility for violation of traffic rules by the driver. The drivers of the tourist vehicle shall carry with them all requisite documents as per Motor Vehicles Act/Rules/ R.T.O. guidelines at all times while on duty.
26. Mormugao Port Authority shall not be liable or responsible in any way for any loss or injury to any person or damage to tourist vehicle or property caused by the vehicle. Any damages/ loss to the tourist vehicle provided to the Port or any other vehicle or injury to persons and passengers or property/ third party due to any accident or due to any other reasons while performing scheduled trips for the Mormugao Port Authority during the period of contract will be at contractor's risk and cost. MPA shall not be responsible for any loss or damage to the tourist vehicles, while parked at Port premises or anywhere else during the currency of the contract period. However, Contractor shall be solely responsible for any damages caused to the Port property.
27. The vehicle deployed shall have valid Comprehensive motor insurance for the vehicle, covering all the risks for liability of life of passengers and the driver travelling in the tourist vehicle including third party liability insurance. The vehicle supplied under the Contract shall

be insured fully against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery, in accordance. The Contractor shall insure with the General Insurance Corporation of India or any other insurance company approved by IRDA or its branches in appropriate Indian currency, if any, subject to the conditions that the premium will be payable to the corporation in Rupees. This insurance should also cover all riot risks.

28. If any accident occurs, the Contractor shall intimate immediately to the controlling Officer of the User Department (CISF/MPA), Safety Officer and Police Authorities.
29. Port shall not be liable for altercation / accident during the contract period.
30. Port being a protected / custom bound area, the persons deployed by the Contractor for this intended service shall not indulge in any illegal, anti-social, anti-national activities.
31. The Contractor shall ensure that all safety and security regulations of the Port are adhered to.
32. The Contractor shall not give, barter or otherwise dispose off to any person/s any arms or ammunitions of any kind or permit or offer the same as aforesaid.
33. The contractor shall be responsible to comply with all the requirements of various labour, Industrial and commercial law/rules, all statutory requirements necessary for the contract, any acts/rules applicable to this contract.
34. The port shall not be responsible for any labour disputes arising between contractor and the staff deployed on the vehicles.
35. The Competent Authority of MPA reserves the right to accept the bid wholly or partially, and split the bid or to reject any or all offers in part or full without assigning the reason thereof.
36. In the event of continued unsatisfactory performance or non-compliance with any of the provisions of this contract, MPA reserves the right to cancel the contract.
37. In case the vehicle needs to be taken to the workshop /service centre for periodical maintenance or any other repairs and maintenance then the contractor shall provide a substitute tourist vehicle having capacity of not less than the original supplied as an alternative arrangement.
38. In case of breakdown of a tourist vehicle, an alternative arrangement shall be made by the contractor by deploying a substitute tourist vehicle of the same capacity in acceptable condition as the original supplied at the given time and place. Failure on the part of the contractor to make such alternate arrangement would entitle the controlling officer of the user department (CISF/MPA) to get the scheduled trips performed at the risk and cost of the contractor.

39. The Contractor shall have to obtain Port entry pass for the tourist vehicle and drivers/cleaners at his own cost for operating inside the Port area during the contract period as per applicable Scale of rates.
40. The contractor should replace the tourist vehicle if not roadworthy. The decision of the Controlling Officer (CISF/MPA) in this regard will be final.
41. In case the contractor desires to change/ substitute the tourist vehicle, for any reason, he should submit the concerned documents of the substitute vehicle confirming to the tender conditions/ specification to the controlling officer of the user department (CISF/MPA) for concurrence.

42. **FUEL PRICE VARIATION:**

In the event of an increase or decrease in fuel price, the monthly escalation amount to be paid and de-escalation amount to be deducted will be governed by the following formula.

- a) Escalation = (Variation in Rs in price of fuel per litre x Total actual Kms. run in the month) / Average Kms. per litre.
- b) De-escalation = (Variation in Rs in price of fuel per litre x Total actual Kms. run in the month) / Average Kms. per litre.

Fuel consumption shall be considered as 6.5 kms/litre. The contracted rates will be based on the price of Petrol in Vasco as on date of issue of Letter of Acceptance (LOA)/ GeM Contract. The escalation/de-escalation clause is applicable for only the actual kilometers run by the tourist vehicle. The fuel escalation shall be computed considering the price of fuel on the day fuel is refilled by producing the bill of each time fuel is refilled for the month in which services are provided.

43. R.T.O. formalities related to the vehicle shall be carried out by the contractor at his/ her own cost and completed in all respects.
44. The budgetary quotation shall be valid for a period of 120 days.

Executive Engineer (P&D),
MORMUGAO PORT AUTHORITY

BUDGETARY QUOTATION
PRICE SCHEDULE (BILL OF QUANTITIES)
FOR 03 YEARS PERIOD

Budgetary Quotation for "Hiring of 01 no. Semi Luxury Bus for a period of 03 years at Mormugao Port Authority."

1. PART-I (Monthly Charges)

Sr. No.	Description of Work	Unit	Unit Rate/Month (in Rs.)		GST%
			In Figure	In Words	
1	Monthly Charges for Hiring of 1 No. Semi Luxury Bus for a period of 3 years on round the clock duty (24x7) and 3000 kms per month.	month			

2. PART-II (Additional Kilometers)

Sr. No.	Description of Work	Unit	Unit Rate/Km (in Rs.)		GST %
			In Figure	In Words	
1	Rate per km. exceeding 3000 kms in a month.	Km			

Note:

- (i) The rates quoted above shall be exclusive of GST. The bidder shall indicate the applicable GST rate. The GST element, if any shall not be considered for comparison.
- (ii) The budgetary quotation shall be valid for a period of 120 days.

BIDDER'S SIGN WITH SEAL

Place:

Date:

TECHNICAL DETAILS OF BUS

Description	Details of Bus
Power (HP)	
Gross weight (Kg)	
Engine Capacity (cc)	
Seating Capacity (nos.)	
Brand	
Model/Manufacture (Month/Year)	
Kilometer run as on date of submission of quotation (kms)	

BIDDER'S SIGN WITH SEAL

Place:

Date: