



आईएसओ 9001-2015 पत्तन  
AN ISO 9001-2015 PORT

**MORMUGAO PORT TRUST**  
**MATERIALS MANAGEMENT DIVISION**  
**ENGINEERING (MECHANICAL) DEPARTMENT**



MM/11/Timber/0129/

.05.2023

To,

Dear Sir,

**Sub:** Enquiry No. MM/11/0129.

**You are requested to kindly furnish your Best Offer for the below tabulated items in the format given:-**

Sr. No.	PL. Code	Description	HSN/SAC CODE	Qty.	Rate/Mtr. (Rs.)	Applicable GST (%)	FOR Destination Amount (Rs.)
1	M11090080	Reapers, Zamba Wood, 50 x 25 (2" x 1")		150 Mtrs.			
2	M11010100	Beading Patti, Teak wood, 12 x 12 (½" x ½") x 1.5 mtrs long.		100 Mtrs.			
3	M11030110	Scantling, Matti wood, 100 x 65 (4" x 2 ½")		100 Mtrs.			

**TERMS & CONDITIONS**

- 1. PAYMENT:** Kindly note that we are an autonomous body under the Ministry of Ports, Shipping & Waterways, and as such our payment shall be 100% payment within 30 days of receipt of material/invoice/documents by ECS/EFT/RTGS. Suppliers Invoice should indicate the suppliers and MPA's GST numbers, and the HSN number.
- 2. DELIVERY:** The material should be supplied to our stores at Baina, Vasco-da-Gama, Goa, on FOR destination basis, within 4 weeks from the date of receipt of order.
- 3. VALIDITY:** Your quotation should be valid for 60 days from the date of opening.
- 4. LIQUIDATED DAMAGES:** Supply schedule as per order should be strictly adhered to. In the event of delay in supplies, Liquidated Damages at 0.5% of the total basic value of the undelivered quantity will be levied per week or part there of delay. The total Liquidated Damages shall however not exceed 10% of the total basic value of the order. The total value here means the total value of the order exclusive of taxes. **The date of receipt of material at our Stores at Baina, Vasco will be considered as date of delivery for the purpose of Liquidated Damages. GST, as applicable will be charged on the Liquidated Damages amount, whenever LD is applicable.**

5. **FORCE MAJEURE & EXTENSION IN DELIVERY PERIOD:** In case of failure to deliver the goods in time which shall have arisen due to war, insurrection, restraint imposed by the Government Act or Legislation or other Authority, accident, strike, riot, lock-out or unforeseen events beyond human control directly or indirectly interfering with the supplies of stores or from any cause which the purchaser may admit as reasonable ground for an extension of time, the purchaser will allow such additional time he considers reasonable provided that the contractor shall report to the purchaser the occurrence of any cause as aforesaid which will or might affect the performance of the contract within a reasonable time. Requests for extension received after expiry of the delivery schedule will not be entertained.

**NOTE:** Bidders has to accept all the clauses at Sr. Nos. 1 to 5, failing which the offers will be summarily rejected. This tender document is to be signed and submitted in agreement to all the terms and conditions mentioned therein.

Kindly furnish your typed offer in cover marked "**MM/11/0129 due on 09.06.2023**", which shall be opened on **09.06.2023 at 15.30 hrs.** The cover should reach this office latest by **15.00 hrs** on the due date.

**INSTRUCTIONS TO BIDDERS:-**

- a. **Offers may be sent by e-mail on 09.06.2023 with protected password.** The protected password of the e-mail shall be sent between **15.00 hrs. to 15.30 hrs. on 09.06.2023**, before the tender opening time on the official e-mail [mm@mptgoa.gov.in](mailto:mm@mptgoa.gov.in). Offers by e-mail without protected password will be summarily rejected.
- b. **Bidders may also send their offers by Courier Service or by Post** and ensure that the same is received by this office within the due date i.e. **09.06.2023** and time i.e. **15.00 hrs.**
- c. Bidders may also submit their offers in sealed envelope and drop the same in the Tender Box kept at the MPA Administrative Office Building, 2<sup>nd</sup> Floor, MM Division, by **15.00 hrs.** on the due date. The offers to be put in Tender Box earmarked for the subject tender, indicating the relevant subject, tender number and due date. The offers will be opened on the due date i.e. **09.06.2023 at 15.30 hrs.** The offers, if dropped in the tender box not earmarked for the same i.e a different tender box, the offer will not be considered.
- d. Offers received after the due date and time will not be considered.
- e. Only one bid from a bidder will be accepted. In case, if more than one bid is furnished by a bidder, both the bids will be rejected. However, in case of a correctional bid, the same should be marked accordingly on the envelope or indicated in the e-mail. In such a case the other bid will not be considered.
- f. The bidders, if desire, may witness the bids opening at our premises on the due date **09.06.2023 at 15.30 hrs.**

Thanking you,

Yours faithfully,



**DY. MATERIALS MANAGER**