

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

MM/Furniture/

18.09.2023

To,

Dear Sir,

**Sub:** Budgetary Enquiry No. MM/Furniture/090.

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

Sr. No.	Description	Qty.	Basic all incl. unit Rate (except GST) (Rs.)	GST/ Unit (Rs.)	FOR Destination Amount per Unit (Rs.)	HSN Code
NS-1	<b>Office Table:</b> Rectangular top of 4' x 2' and 30" high. Top colour off white or cream yellow and both side laminated MDF material with thick side beading. Frame and drawers of steel. Colour brown and off white. Frame stand of square/round tube with wall thickness not less than 0.5mm. 3 lockable drawers in right side with keys in triplicate. Powder coated finish for all metal surfaces, with rubber shoes for stands.	25 Nos.				
NS-2	<b>Visitor Chair:</b> Powder coated metal frame with arm rest. Colour <b>Maroon-red</b> , For seat and backrest, PU foam not less than 48D, covered with good quality PVC vinyl fabric and width not less than 50 cms, with rubber shoes for stands.	292 Nos.				
NS-3	<b>Computer Chair: Revolving</b> chair with armrest, upright locking and hydraulic height adjusting ability. Plastic/ABS spider with twin Caster Wheels, minimum 5 nos, of 50 mm size. Cushion and backrest colour <b>Maroon-red</b> with PU foam not less than 48D covered with good quality polyester fabric and width not less than 45 cms.	62 Nos.				
NS-4	<b>Jr. Officer's Chair: Low</b> back-rest revolving chair with armrest, upright-locking and hydraulic height-adjusting ability. Plastic/ABS spider with twin Caster Wheels, minimum 5 nos, of 50 mm size. Cushion and backrest colour <b>Maroon-red</b> with PU foam not less than 48D covered with good quality polyester fabric and width not less than 45 cms.	124 Nos.				
NS-5	<b>Ex. Officer's Chair: Medium</b> back-rest revolving-chair with armrest, upright-locking and hydraulic height-adjusting ability. Plastic/ABS spider with twin Caster Wheels, minimum 5 nos, of 50 mm size. Cushion and backrest colour <b>Maroon-red</b> with PU foam not less than 48D covered with premium quality polyester fabric and width not less than 45 cms.	33 Nos.				

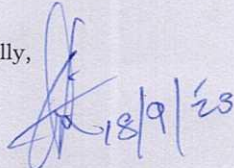
NS-6	<b>Sr. Executive Chair: High</b> back-rest revolving-chair, upright-locking and hydraulic height-adjusting ability. Plactic spider with twin Caster Wheels, minimum 5 nos, of 50 mm size. Cushion and backrest colour <b>Maroon-red</b> with PU foam not less than 48D covered with premium quality polyester fabric and width not less than 45 cms.	13 Nos.				
NS-7	<b>Top Management Chair: High</b> back-rest revolving-chair with <b>head-rest</b> , upright-locking and hydraulic height-adjusting ability. Plactic spider with twin Caster Wheels, minimum 5 nos, of 50 mm size. Cushion and backrest colour <b>Maroon-red</b> with PU foam not less than 48D covered with premium quality polyester fabric and width not less than 45 cms.	07 Nos.				

#### 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 MPT's GST numbers, and the HSN number.
2. **DELIVERY:** The material should be supplied to our store 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 90 days from the date of opening.
4. Kindly furnish **Budgetary Offer** marked "**MM/Furniture/090, due on 27.09.2023**", which shall be opened on **27.09.2023 at 15.30 hrs**. The cover (offer) should be typed and should reach this office latest by **15.00 hrs** on the due date.
5. **Offer may also be sent by e-mail, before the due date and time.**

Thanking you,

Yours faithfully,



**DY. MATERIALS MANAGER**