



आईएसओ 9001-2015 पत्तन
AN ISO 9001-2015 PORT

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



MM/09/0120

.01.2023

To,

Dear Sir,

Sub: Enquiry No. MM/09/0120

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	Unit	Qty.	Rate/Unit (Rs.)	Applicable GST (%)	FOR Destination Amount (Rs.)
1	M09030080	Grease for wheel bearings in 1 kg pack.		Kgs	24			

TERMS & CONDITIONS

- 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.
- 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.
- VALIDITY:** Your quotation should be valid for 60 days from the date of opening.

Kindly furnish your typed offer in cover marked "**MM/09/0120 due on 25.01.2023**", which shall be opened on **25.01.2023 at 15.30 hrs.** The cover should reach this office latest by **15.00 hrs** on the due date.

INSTRUCTIONS TO BIDDERS:-

- Offers may be sent by e-mail on 25.01.2023 with protected password.** The protected password of the e-mail shall be sent between **15.00 hrs. to 15.30 hrs. on 25.01.2023**, before the tender opening time on the official e-mail mm@mptgoa.gov.in. Offers by e-mail without protected password will be summarily rejected.
- 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. **25.01.2023** and time i.e. **15.00 hrs.**
- Bidders may also submit their offers in sealed envelope and drop the same in the Tender Box kept at the MPA Administrative Office Building, 2nd 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. **25.01.2023 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 **25.01.2023 at 15.30 hrs.**

Thanking you,

Yours faithfully,



SR. DY. MATERIALS MANAGER