

MORMUGAO PORT AUTHORITY
FINANCE DEPARTMENT

Date: 24/06/2024

Sealed quotations are invited on behalf of Mormugao Port Authority by Finance Department for Printing of English / Hindi version of Annual Accounts of the Port for the year 2023-24. The quotations should reach this office by **15.00hrs on 03/07/2024** and the same will be opened at **15.30 hrs.** on the same day at **Finance Dept., 1st floor, Administrative Building, Mormugao Port Authority, Headland Sada, Goa 403804.**

Name of the work: Printing of Bilingual (Hindi & English) version of Annual Accounts 2023- 24

Estimated Cost : Rs.30,000/- (Excl. GST)

EMD : Rs.600/- (Rupees Six Hundred and Eighty only)

- (i) Bidder claiming exemption under Micro and Small Enterprises (MSE) registered with District Industries Centre (DIC) or Khadi and Village Industries commission or Khadi & Industries Board (KVIB) or Coir Board or National Small Industries Corporation (NSIC) or Directorate of Handicrafts and Handlooms or Udyam Registration certificate or any other body specified by Ministry of MSME shall be exempted of EMD on producing self-attested valid supporting certificates issued by the governing body.

Note: Bidders not providing EMD (producing exemption certificate) before due date and time shall be disqualified.

- (ii) The Earnest Money Deposit of unsuccessful Bidders shall be returned on award of Contract to the successful Bidder. No interest shall be payable on the amount of E.M.D in any case. The Earnest Money Deposit of the successful Bidder shall be refunded only after delivery of 120 copies as per sample.

TERMS & CONDITIONS FOR PRINTING OF ANNUAL ACCOUNTS 2022-23

Sr. No.	Description
1	Printing of Bilingual (Hindi & English) version of Annual Accounts 2023-24 (Size 1/4th Demy). 120 Copies
2	(i) Cover pages : On 300 gsm Art card in 4 color printing with lamination both front and back. (ii) Color pages : 4 pages in 4 color on 90 gsm Art paper. (iii) Finish : Glue Binding. (iv) No. of pages : Approx. 100 pages on 90 GSM Art paper in black & white.

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3	Cost of printing the aforementioned “ Annual Accounts 2023-24 ” includes processing, printing, proofing, cover lamination, packing, forwarding and delivery at MPA Admn. Office, Sada.
4	<u>Payment:</u> Immediately on delivery of 120 copies as per sample.
5	<u>Delivery:</u> Within 10 (Ten) days from the date of return of the printed materials after verifying the same. Any delay caused for delivery of printed copies of Annual Accounts 2023-24 beyond the specified date will entail deduction of 10% of the total amount payable towards liquidated damages.
6	<u>Material for printing:</u> Write-up materials, charts, diagrams, photographs etc. required for execution of above work will have to be collected from the office of the undersigned.
7	Any changes to specifications will attract penalties as approved by Competent Authority.
8	The Financial Advisor & Chief Accounts Officer does not bind itself to accept the lowest or any quotation and reserves right to reject any quotation as a whole or as in part without assigning any reason thereof.
9	Bill shall be paid after completion of work and within a period of 10 (Ten) days from the date of return of the printed materials after verifying the same and receipt of the bill on submission of pan card copy, bank account details, GST etc.
10	Bidder has to enclose copy of GST Registration along with the quotation. GST has to be claimed extra as applicable while submitting the bill/bills.
11	Quotations received without proper seal and after due date of receipt and time, will not be considered for evaluation

ANNEXURE -I

BIDDER DETAILS. (VENDOR REGISTRATION FORM).

(TO BE DULY FILLED & SUBMITTED ALONG WITH THE QUOTATION)

1. Name of the Organization : _____
2. Address (In Detail) : _____

3. Telephone Number : _____
4. E-Mail Id : _____
5. Permanent Account Number (PAN) : _____
6. Bank Name : _____
7. Bank Branch Address (In Detail) : _____

8. Bank Branch Code : _____
9. Bank Account Number : _____
10. Bank Account Type : _____
11. IFSC Code : _____
12. Magnetic Ink Character Recognizer (MICR) : _____
13. GST Registration Number : _____

AUTHORISED SIGNATURE ALONG WITH SEAL

ANNEXURE -II

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MORMUGAO PORT TRUST
FINANCE DEPARTMENT

Name of work: Printing of English / Hindi version of Annual Accounts of the Port for the year 2023-24.

ELECTRONIC PAYMENT SYSTEM MANDATE FORM

The details for processing the payment through RTGS as below:-

Name of the Beneficiary	MORMUGAO PORT AUTHORITY GENERAL ACCOUNT
Address of Beneficiary with PIN Code	Administrative Office Building, Headland Sada, GOA - 403804
PAN Number	AAALMO293P
Name & Mobile Number of responsible person	TULSIDAS PALYEKAR / 9762335745 tulsidas.palyekar@mptgoa.gov.in
Name of the Bank and Branch	STATE BANK OF INDIA, Harbour Branch
Bank Telephone No.	0832-2520212
Address of the Bank	STATE BANK OF INDIA, MORMUGAO HARBOUR, GOA – 403803
MICR Code of the Bank	403002024
IFSC Code No.	SBIN0002164
Type of Account and Branch Code	Current Account / Branch Code:- 002164
Account number of the Bank	10438017048
	MPA GENERAL ACCOUNT
Beneficiary E-mail ID	cashmpt@mptgoa.gov.in