



आईएसओ 9001-2015 पत्तन
AN ISO 9001-2015 PORT

मुरगांव पत्तन न्यास / MORMUGAO PORT TRUST
सामान्य प्रशासन विभाग / GENERAL ADMINISTRATION DEPARTMENT

e-TENDER No : MPT/PR/01(R-1) /2019

Tender notice no. MPT/PR/25/4/2019

e- TENDER

FOR

**“Tender for Hiring Tourist Taxis on call and need basis for Port
for short durations for period of two years.”**

Technical commercial Bid (cover no. I)

<https://eprocure.gov.in/eprocure/app>

Due date of submission on 17.07.2019 at 15.30 hrs



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सामान्य प्रशासन विभाग / GENERAL ADMINISTRATION DEPARTMENT

e- PORTAL NOTICE INVITING ONLINE TENDER

e - TENDER NO: MPT/PR/01(R-1) /2019

**e – tender for“Tender for Hiring Tourist Taxis on call and need basis for Port
for short durations for period of two years.”**

Opening Date : 18.07.2019 at 15.30 Hrs

Further details **<https://eprocure.gov.in/eprocure/app>**

SECRETARY



मुरुगांव पत्तन न्यास / MORMUGAO PORT TRUST
सामान्य प्रशासन विभाग / GENERAL ADMINISTRATION DEPARTMENT

e- TENDER NO.MPT/PR/01(R-1)/2019

“Tender for Hiring Tourist Taxis on call and need basis for Port for short durations for period of two years”

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- i. Schedule of quantities and rates.



मुरुगांव पत्तन न्यास / MORMUGAO PORT TRUST
सामान्य प्रशासन विभाग / GENERAL ADMINISTRATION DEPARTMENT

e-TENDER NO.MPT/PR/01(R-1) /2019

**MORMUGAO PORT TRUST,
GENERAL ADMINISTRATION DEPARTMENT,
MAIN ADMINISTRATIVE OFFICE BLDG,
HEADLAND, SADA, GOA.**

Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener’s public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

Information and Conditions relating to Submission of Bids.

1. The period of contract shall be for 24 months of the Agency in the MPT.
2. The interested agencies are required to submit the technical and financial bid separately in the format enclosed. Tenders received after due date and time due to any reason whatsoever shall be rejected.
3. **All the pages of the tender should be signed by the owner of the firm or his Authorised signatory as a token of acceptance of terms and conditions therein.** In case the tenders are signed by the Authorised signatory, a copy of the power of Attorney/authorisation may be enclosed along with tender.
4. A copy of the terms and conditions shall be signed on each page and submitted with the technical bid as token of acceptance of terms and conditions.
5. The bidder shall pay Bid Security(EMD) of Rs.20,000/- (Rupees Twenty Thousand Only) along with the technical bid by Demand Draft/RTGS/NEFT uploaded in favour of "FA&CAO, MPT drawn on any Nationalised Bank/Scheduled Bank and payable at Mormugao Vasco-Da-Gama. Bids received without Earnest Money deposit (EMD) shall stand rejected and thus shall not be considered for evaluation etc. at any stage.
6. The bid security (EMD) without interest shall be returned to the unsuccessful bidders after finalisation of the contract.
7. As a guarantee towards due performance and compliance of the contract work, the successful bidder (agency) will have to retain 10% of the Contract value from the running bill and to be released after defect liability period.
8. The EMD deposited by successful bidder will be adjusted towards Security Deposit along with SD as demanded above.

9. The EMD shall be forfeited if successful bidder fails to undertake the work or fails to comply with any of the terms and conditions of the contract.
10. The bid shall be valid and open for acceptance of the Competency Authority of Port Trust for a period of 180 days from the date of opening of the tenders and no request for any variation in quoted rates and/withdrawal of tender on any ground by successful bidder shall be entertained.
11. To assist in the analysis, evaluation and computation of the bids, the Authority may ask bidders individually for clarification of their bids. The request for clarification and the response shall be in writing but no change in the price or substance of the bid offered shall be permitted.
12. After evaluation, the work shall be awarded normally to the Agency fulfilling all the conditions and who has quoted the lowest rate after complying with the provisions of Minimum Wages Act, Bonus Act, etc. In the event that two or more Bidders quote the bid amount, Port Trust shall invite fresh Price Proposals from only those bidders who have quoted the same bid amount. However, while submitted fresh proposals, the bidders are not permitted to increase the bid amount from the figure quoted by them in the original bid up to the provisions of the Minimum Wages Act.
13. The MPT reserves the right to accept or reject any or all bids without assigning any reasons. MPT also reserves the right to reject any bid which in its opinion is non-responsive or violating any of the conditions/specifications without any liability to any loss whatsoever it may cause to the bidder in the process.



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मुरगांव पत्तन न्यास / MORMUGAO PORT TRUST
सामान्य प्रशासन विभाग / GENERAL ADMINISTRATION DEPARTMENT
NOTICE INVITING ONLINE TENDERS (NIOT)

Details about tender:

Tender inviting	SECRETARY, GENERAL ADMINISTRATION DEPARTMENT, MORMUGAO PORT TRUST	
e - Tender No.	MPT/PR/01(R-1)/2019	
Name of Work	e - tender for "Tender for Hiring Tourist Taxis on call and need basis for Port for short durations for a period of two years"	
Estimated Cost	Rs. 13,00,000/-	
Bidding Type	Open (e-tender mode only)	
Bid Call (Nos.)	One	
Tender Currency Type	Single	
Tender Currency Settings	Indian Rupee (INR)	
Joint Venture	Not Allowed	
Tender Cost	Rs. 2,000/-	Mode Of Payment: e-payment only .
EMD Cost	Rs. 20,000/-	Mode of Payment: In the form of DD//NEFT/RTGS Uploaded with e-tender.
Payment of Tender Fee & EMD	<p>The Tender fee and EMD shall be paid in the form of DD/NEFT/RTGS before the due date and time of the tender. Mode of Payment towards Tender Cost, & Earnest Money Deposit (EMD) to be paid online through DD/NEFT/RTGS.</p> <ol style="list-style-type: none"> i. National Electronic Fund Transfer (NEFT) / Real-Time Gross Settlement RTGS). Tenderer requires download pre-printed Challan towards credit of MPT and make its payment through any of their Bank. UTR no. to be made available along with the tender documents for the proof of submission of tender cost and EMD failing which their tender will not considered for evaluation. ii. Bank details are given in the next page and NEFT/RTGS to be used for that account only. iii. Proof of payment made has to be uploaded enclosed with the tender such as UTR details, Demand Draft details, Uploaded with e-tender. iv. Note: Any Payments made through NEFT/RTGS will take 24 hours for its reconciliation. Hence the payments through NEFT/RTGS should be made at least TWO BANK WORKING DAYS in advance before any due date and upload the scanned copy of challans in the e-Tender website as a token of 	

	payment.
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Security Deposit	EMD will be converted to S.D. and 10 % of the contract value to be retained from the running bills and to be released after defect liability period.
Contract Period	Twenty four months.
Qualifying Criteria :	<p>PRE-QUALIFICATION CRITERIA / BIDDING CONDITION</p> <p>i) The Average Annual Financial Turnover during the last Three (3) years ending 31st March 2018 should be at least INR Rs. 3,90,000/-. Auditors report in original certified by CA, for the years 2015-16, 2016-17 and 2017-18 including relevant P/L a/c and balance sheet.</p> <p>ii) The tenderer should have at least One (01) Light Motor/Commercial Vehicles(LMV/LCM) viz., Swift, D'zire, Ertiga, X-cent, Innova of model registered in his own name not prior to January 2018 with mileage not exceeding 75,000 kms with all required permits including tourist permits and fitness certificate issued by Transport Department.</p> <p>iii) The tenderer/firm shall have successfully completed similar works during the last three years ending last day of the month previous to the one in which tenders are invited should be either of the following:</p> <p>a) One similar completed work costing not less than Rs. 10,40,000/-</p> <p style="text-align: center;">(OR)</p> <p>b) Two similar completed works costing not less than Rs.7,80,000/-.</p> <p style="text-align: center;">(OR)</p> <p>c) Three similar completed works costing not less than Rs.5,20,000/-</p> <p>Similar works is defined as supply of A/c cars, Non A/c cars on hire basis to any port/Govt. organisations/Public Sector undertakings/reputed organization for minimum period of three years.</p> <p>Note:</p> <p>The Tenderers shall enclose the scanned copy of Annual Financial Turnover for the 2015-16, 2016-17 and 2017-18 (original copy certified by CA with P/L a/c and balance sheet), work order copies for similar works, successful completion certificates with performance from clients indicating the date of completion, value of work done, etc.</p> <p>iv) The tenderer shall enclose scanned copy of registration certificate, valid commercial/taxi permits including</p>

	tourist permits fitness certificate issued by Transport Department.
Last Date & Time for Receipt of Bids	17/07/2019 uploading up to 15.30 Hrs
Bid Opening Date	Techno-commercial Bid (Cover-I) will be opened on 18.07.2019 at 15.30 Hrs. Date of opening of price bid shall be notified after scrutiny and evaluation of Techno-commercial Bid.
Bid Validity	180 days from the last date fixed for receiving the tender.
Online Documents required to be submitted by scanning	<p>A) Uploading Documents for Cover – I.</p> <p>1. Documents of tender to be filled, signed, stamped and uploaded by scanning are Form of Tender, technical bid particulars, Appendix-I, Appendix-II, Appendix-III, Appendix-IV, Appendix-V, Appendix-VI, Appendix-VII, Appendix-VIII, Appendix-IX.</p> <p>2. Copy of documents viz. Registration, valid, commercial/taxi/tourist permit and fitness certificate of the vehicle, Work Order, Completion certificate with performance, Financial Turnover, Auditor's report, Balance sheet, P/L account statement etc. Financial Turnover Certificate and all other required details to be signed stamped and uploaded.</p> <p>3. Each page of entire tender documents to be signed, stamped and uploaded by scanning online along with e – tender.</p> <p>4. Scan copy of any other document.</p> <p>5. Bank Solvency certificate for Rs. 3,90,000/- from any Nationalised Bank/Scheduled Bank shall be submitted.</p>

	B). Uploading Documents for Cover- II 1. Schedule of Quantity of Rates filled in PDF/ Excel format duly signed and stamped scanned.
Address for communication:	Secretary Office of General Administration Department, Mormugao Port Trust, A.O. Bldg, Headland Sada, Mormugao, Goa – 403804.
Contact Details	For Tender related queries --- Phone :0832 – 2594125 For e-Tendering help contact: The Help Desk will be your first point of contact at NIC. Telephone: For any queries, please call 24 x 7 Helpdesk No.: 0120-4001062, 0120-4001002, 0120-4001005, 0120-6277787 Email: Kindly send your Technical queries to cppp-nic@nic.in Note- Bidders are requested to kindly mention the URL of the Portal and Tender Id in the subject while emailing any issue with the Contact details. For any issues/ clarifications relating to the tender kindly contact Email: etenders@mptgoa.gov.in For e-tendering technical assistance, Mr Ankit Nandanwar. Phone No. 897536251.
Website	https://eprocure.gov.in/eprocure/app

Format and Signing of Bid

The Price Bid to be submitted on-line shall be signed digitally by a person or persons duly authorized to sign on behalf of the Bidders.

The Bid shall contain no alternations additions, except those to comply with instructions issued by the Employer.



मुरगांव पत्तन न्यास / MORMUGAO PORT TRUST
सामान्य प्रशासन विभाग / GENERAL ADMINISTRATION DEPARTMENT
e-TENDER No. MPT/PR/01(R-1)/2019

TENDER NOTICE NO. . MPT/PR/25/4/2019

1. Mormugao Port Trust intends to hire A/c tourist permits taxis (commercial vehicle) on call and need basis for a period of two years. The bidder should be able to provide taxi/taxis(commercial vehicles) in the category of Innova, Swift D'Zire, Ertiga etc on day to day basis and as many vehicles as required for any such specific event or special events requiring more number of vehicles from time to time. Fleet owners/bidder of repute should own atleast One Innova/Xcent which of model not prior to Jan-2018 with mileage not exceeding 75,000 kms with all required permits including tourist permit.
- 1.1 Bidder is required to submit their tender offer in the form of Two cover system on or before due date (Refer NIOT). The time of opening of technical bid is as indicated at NIOT.
- 1.2 The Notice Inviting Tenders (NIT) issued by MPT forms part of the Tendering documents.
- 1.3 The bidder shall make all his efforts to ensure the correctness of the Documents available on Web site . MPT is not responsible for the completeness or correctness of the Tendering documents and their addendum, if they were not obtained directly from MPT.
- 1.4 The Bidder is expected to examine all instructions, forms terms and specifications in the Tendering documents. Failure to furnish all information or documentation required by the Tendering documents may result in the rejection of the tender.

Sr. No.	e-Tender No.	Name of work	Cost of tender document (non refundable)	Estimated cost of work put to tender	Submission of E-tender
01	MPT/PR/01(R-1)/2019	“Tender for Hiring Tourist Taxis on call and need basis for Port for short durations.” for period of two years”	Rs.2,000/-	Rs.13,00,000/-	27.06.2019 to 17.07.2019 uploading up to 15.30 hrs
Sr. No.	Class of contractor eligible to tender	Estimated cost of work put to tender	Earnest money deposit	Period of contract	Date of opening of tender
02	As per eligibility criteria \ stipulated below	Rs.13,00,000/-	Rs.20,000/-	24 Months	18.07.2019 Opening at 15.30 Hrs

2. **MINIMUM ELIGIBILITY CRITERIA (MEC).**

PRE-QUALIFICATION CRITERIA/BIDDING CONDITIONS.

- i) The Average Annual Financial Turnover during the last Three (3) years ending 31st March 2018 should be at least **Rs.9,52,500/-** Auditors report in original certified by CA, for the years 2015-16, 2016-17 and 2017-18 including relevant P/L a/c and balance sheet.
- v) The tenderer should have at least One (01) Light Motor/Commercial Vehicles(LMV/LCM) viz., Swift, D'zire, Ertiga, Xcent, Innova of model registered in his own name not prior to January 2018 with mileage not exceeding 75,000 kms with all required permits including tourist permits and fitness certificate issued by Transport Department.

Note:

- a) The Tenderers shall enclose the scanned copy of Annual Financial Turnover for the 2015-16, 2016-17 and 2017-18 (original copy certified by CA with P/L a/c and balance sheet), work order copies for similar works, successful completion certificates with performance from clients indicating the date of completion, value of work done, etc.
- b) The tenderer shall enclose scanned copy of registration certificate, valid commercial/taxi permits including tourist permits fitness certificate issued by Transport Department.

3. **Technical Criteria:**

The tenderer/firm shall have successfully completed similar works during the last three years ending last day of the month previous to the one in which tenders are invited should be either of the following:

- a) One similar completed work costing not less than **Rs.10,40,000/-**

(OR)

- b) Two similar completed works costing not less than **Rs.7,80,000/-**

(OR)

- c) Three similar completed works costing not less than **Rs.5,20,000/-**

Similar works is defined as supply of A/c cars, Non A/c cars on hire basis to any port/Govt. organisations/Public Sector undertakings/reputed organization for minimum period of three years.

Note : The Tenderer shall upload following specific document for fulfilling the eligibility criteria along with documentary proof for

- a) Financial Criteria- Profit & Loss account, Income tax Returns/ Audited statement of Accounts duly authenticated by Chartered Accountant.

b) Technical criteria- Copy of work orders and performance/completion certificate for the works carried out on similar works stating clearly the year of execution of work and the quantum of work.

4. **E-tender consisting of the Tender Notice, Additional Instructions to Tenderers, Special Conditions of Contract, Schedule of Quantities and Rates and Form of Tender may be uploaded with Demand draft of Rs.2,000/- towards the tender cost which sum will not be refunded. All Tenderers shall pay tender cost, it may be noted that MPT does not grant any exemption for MSME and NSIC registration holders towards the tender cost.**

4.1 E-Tender along with required documents to be uploaded online.

4.2 In case of any queries the tenderer may contact following phone nos. Shri Marcelino T.B. Fernandes, Asst. Secretary. Gr – II (PR) – 0832-2594125

5. The proposed work mainly comprises of :

“HIRING TOURIST TAXI'S ON CALL AND NEED BASIS FOR PORT FOR SHORT DURATIONS.for period of two years”

6. The **Earnest Money Deposit (E.M.D.)** payable in respect of the tender is **Rs.20,000/-** (Rupees Twenty Thousand only), and E.M.D should be paid by uploading of Demand Draft/NEFT/RTGS from Nationalised/Scheduled bank in favour of FA&CAO/MPT payable at Vasco, Goa.

- a) E.M.D. of the unsuccessful Bidders shall be returned on award of contract to the successful Bidders. Bidders are requested to contact the Asst. Secretary Gr.II (PR), PR Cell, General Administration Department, Main Administrative Office, Mormugao Port Trust for claiming such refund along with copy of original receipt issued by this office.

- b) Contractors may submit the following information in order to refund the EMD'S/ Security Deposit/ payments of bills etc.

Name of Bank.

Place.

Account No.

Type of Account

PAN.

EPF No.

ESIC No

GST Registration

WCT registration

No fresh correspondence in this regard will be made.

- c) 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 adjusted towards Security Deposit as stipulated in the tender.

7. **Security Deposit:**

- i) Amount to the extent of 10% of the value of contract shall be recovered from the running bill. EMD will be converted to SD and retention money @ 10% will be recovered from the running bills.
- ii) Forfeiture of SD. The security deposit will be forfeited, if the contractor fails to fulfill any or all the conditions of this contract, without any interference from it towards all rights of the Board to recover from the contractor and other amounts failing due to the Board through non-observance /compliance by the contract conditions and any of the clause thereof by the contractor.

NOTE :

Conditional tenders are liable for rejection.

8. Tenders submitted will remain open for acceptance for a period of 180 days from the date of opening of tenders.
9. Completion period for the subject work is twenty four (24) months from the date of receipt of pre-acceptance letter/work order or release of site whichever is later.
10. Counter conditions stipulated in completion period by Contractor will not be considered. Tenders with counter condition are likely to be rejected summarily without assigning any reason thereof.
11. Time is the essence of the contract and work has to be completed on given time.
12. The Tenderers must not quote counter conditions involving extra expenditure. The Tenderers should refrain from sending revised or amended offers after the closing date of the tender. The Secretary reserves the right to reject such offers without assigning any reasons thereof.
13. The signed copy of E-tender **“HIRING TOURIST TAXI’S ON CALL AND NEED BASIS FOR PORT FOR SHORT DURATIONS for period of two years** to be uploaded online as per instructions for online bid submission.
14. The Secretary and Board of Trustees reserve the right to reject any or all the tenders received without assigning any reasons thereof.
15. Unsigned uploaded online tenders will not be considered.
16. Sale Tax, Income Tax etc. as applicable from time to time shall be deducted from the amount payable to the Contractor at source. Under no circumstances taxes so deducted shall be reimbursed to the contractor.
17. Further details can be had from the office of the undersigned at the New Administrative Office Building of MPT at Headland, Sada.

18. GST registration for the bidder is mandatory. Bidder has to enclose attested copy of **GST** Registration no. along with the Tender. **GST** has to be claimed extra as applicable while submitting the Bill/bills.
19. The tenderer firm/agency/company should have a valid Permanent Account Number (PAN) of the Income Tax Department and copy of the same is to be attached with the Technical Bid.
20. The tenderer firm/agency/company should have a valid GST Registration Number and copy of the same is to be attached with the Technical Bid.
21. The tenderer should submit an affidavit with the Technical Bid that he or any of his partner are not involved in any criminal case and the he/his firm has not been black listed by any organization/Government Dept. on the date of submission of this bid. – Proforma attached.
22. Attested photocopies of Registration Certificate, Motor Insurance book, Fitness certificate, Road Tax Certificate, Pollution under control(PUC) Certificate and Taxi permits for possessing 1 No A/C Swift D'Zire, Ertiga, Xcent, Innova of model not prior to January 2018 with mileage not exceeding 75,000 kms with all required permits including tourist permit as indicated in clause 1 above.
23. The payment shall be made on submission of the bills supported by duly signed log sheets containing places of visit, actual timings and kilometers run by user official after the satisfactorily completion of the work assigned, and the lowest rate approved after deducting penalties if any. The time lag for the payment to be done will be about 15 days and the payment will be made by electronic payment for which the successful tenderer should furnish the details of the bank account for receiving payment. No payment other than the hire charges, GST as applicable and incidental charges i.e. parking fees / Toll tax etc. will be made during the contract period.
24. The Schedule of price/BOQ shall be read in conjunction with all other sections of bidding document.
The price offered should be firm. The bidder shall quote the price exclusive of GST as per BOQ. Applicable GST shall be paid on the quoted price. Price shall be quoted in Indian Rupees only.
25. The date of opening of the BOQ will be intimated to the bidder who will qualify for technical cover. Price should be quoted as per BOQ.
26. The price quoted by bidder shall be kept firm during the contract period. The bidder shall quote the price exclusive of GST as per BOQ. Applicable GST shall be paid on the quoted price.
27. MPT will evaluate and compare only those bids which are substantially responsive.
28. The price quoted by the bidder shall be considered for the purpose of evaluation and comparison.

29. In arriving at the final evaluated prices of the bidders, evaluation of offer will be based on the lowest price quoted.
30. MPT reserves the right to accept a Bid other than the lowest and to accept or reject any bid in whole or part, to annul the bidding process or to reject all Bids with or without notice or reasons. Such decision by MPT shall bear no liability whatsoever consequent upon such decisions.
31. The bidder whose Bid is accepted by MPT shall be issued Letter of Acceptance (LOA) prior to expiry of bid value. Bidder shall confirm acceptance by returning a signed copy of the LOA. MPT shall not be obliged to furnish any information/clarification/explanation to the contractors as regards non-acceptance of their Bid.

SECRETARY(i/c)



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मुरगांव पत्तन न्यास / MORMUGAO PORT TRUST
सामान्य प्रशासन विभाग / GENERAL ADMINISTRATION DEPARTMENT
e-TENDER No. MPT/PR/01(R-1)/2019

“HIRING TOURIST TAXI'S ON CALL AND NEED BASIS FOR PORT FOR SHORT DURATIONS. for period of two years “

ELECTRONIC PAYMENT SYSTEM MANDATE FORM

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

Name of the Beneficiary	MORMUGAO PORT TRUST GENERAL ACCOUNT
Address of Beneficiary with PIN Code	Administrative Office Building, Headland Sada, GOA - 403804
PAN Number	AAALM0293P/ 30AAALM0293P1ZY
Name & Mobile Number of responsible person	SWAPNIL J. BIRJE 8805800931 / 0832-2594417
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
	MPT GENERAL ACCOUNT
Beneficiary E-mail ID	cashmpt@mptgoa.gov.in



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“HIRING TOURIST TAXI’S ON CALL AND NEED BASIS FOR PORT FOR SHORT DURATIONS FOR PERIOD OF TWO YEARS“

FORM OF TENDER

The Secretary,
Mormugao Port Trust.
Headland Sada, Goa

I/We _____ do hereby offer to execute the work comprised in the annexed Tender Notice “HIRING TOURIST TAXI’S ON CALL AND NEED BASIS FOR PORT FOR SHORT DURATIONS FOR PERIOD OF TWO YEARS” in strict accordance with the instructions to Tenderers, additional special instruction, General conditions of Contract, Scope & Specifications, additional general conditions of contract etc. and Addendum to Specifications, Special Conditions of Contract etc. as per rate entered in the attached Schedule of Quantities and Rates.

2. I/We undertake the work included in the Schedule of Quantities and Rates with the Contract period of 24 months from the date of receipt of work order. I/We also agree that this tender will remain open for acceptance until disposed of by the Trustees of Port of Mormugao. I/We have independently considered the question of the amount of loss or damage likely to result to the Trustees from the delay on my/our part in the performance of the contract and I/We agree that the Penalty mentioned in GCC of the contract is a fair estimate of the loss likely to result from the default.

3. I/We made Demand Draft/NEFT/RTGS of sum of Rs.20,000/- (Rupees Twenty Thousand only) earnest money as proof of my/our willingness to enter into the contract if my/our tender is accepted.

4. In the event of my/our tender being accepted, I/We agree to enter into a contract in the prescribed form with such alterations or additions thereto which may be necessary to give effect to the acceptance of this tender and such contract shall contain and give full effect to the Specifications, Schedule of Quantities and Rates attached to this tender.

5. I/We further undertake if my/our tender is accepted for Rs.13,00,000.00 and to convert EMD of Rs.20,000.00 as SD and to retain 10% of the Contract value from the running bill to be released after defect

liability period, failing which the earnest money as mentioned above may be forfeited by the board.

6. I/we agree to abide by this tender to be valid for the period of 180 days from the date fixed for receiving/opening the same and it shall remain binding upon me / us and may be accepted any time before the expiration of that period.

7. I/we hereby certify that my / our registration certificate under the 'GST on the transfer of property in goods involved in the execution of Works Contract Act.1985 is in force on the date on which the sale of goods specified in this bill/cash Memorandum is made by me/us and tax under the act will be, if payable, be paid before furnishing my/our returns under the act.

8. *(A) Mine is a proprietary firm and I am the sole proprietor of the firm. My firm is/is not registered with Registrar of fi _____
Age: _____ years

*(B) Ours is a partnership firm and the names of all major partners are given below:

<u>Name</u>	<u>Age</u>
1. _____	_____ years
2. _____	_____ Years
3. _____	_____ Years
4. _____	_____ Years

We understand and confirm that if our offer is accepted, the contract will be entered into with the above-mentioned partners only and the Trustees will not recognize or deal with any minor partners or their guardians.

*(C) Ours is a Company with liability and a copy of our Memorandum and Articles of Association will be sent for perusal upon acceptance of our offer.

9. Proposed contract is intended to be signed by a duly constituted Attorney and original power of Attorney in his favour will be submitted for perusal immediately on acceptance of the tender.

The contract will be completed under the Company's Common Seal.

10. I/we understand that the Board is not bound to accept the lowest or any tender you may receive and may reject the same (the lowest) or any other tender without assigning any reason therefore.

11. "I have read and understood the General Terms & Conditions and Specification of the work by the Department which will form a part of tender and this shall remain binding on me".

12. I /we have enclosed herewith the following documents as required under instructions to Tenderers:-

- a)
- b)
- c)
- d)

NAME AND ADDRESS OF TENDERER:-

SIGNATURE OF TENDERER

Witness: - _____
Date: _____ Day of _____ 2019
Witness: - _____
Witness: - _____

N.B.: * Strike out whichever is not applicable.

Form of tender to be downloaded and to be signed, stamped on each page, scan the documents and upload online along with the E-Tender.



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सामान्य प्रशासन विभाग / GENERAL ADMINISTRATION DEPARTMENT

e-TENDER No. MPT/PR/01(R-1)/2019

“CONTRACT FOR HIRING TOURIST TAXI’S ON CALL AND NEED BASIS FOR PORT FOR SHORT DURATIONS FOR PERIOD OF TWO YEARS “

APPENDIX – II

TENDER NO. MPT/PR/25/4/2019

- | | |
|--------------------------------|---|
| i) Name of the Work | Hiring of tourist taxis on call and need basis for short durations for period of two years. |
| ii) Model of car | A/C commercial vehicles i.e. Swift D’Zire, Ertiga, Xcent, Innova model not prior to January 2018 with mileage not exceeding 75,000 kms, with all required permits including tourist permit as indicated in clause -1 above. |
| iii) Earnest Money Deposit | Rs.20,000/- |
| iv) Amount of security deposit | EMD will be converted to SD and retention money @10% will be recovered from running bill. |
| v) Period of contract | 2 years |
| vi) Time for supply | From the date as indicated in the work order. |

Dated this _____ day of _____

Signature _____ Name of the firm and Proprietor
_____ in the capacity of _____ duly
authorized to sign tender for _____ and on behalf of _____

(IN BLOCK LETTERS)(TENDERER)

Signature of Witness _____

Name of witness _____

Occupation of witness _____



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सामान्य प्रशासन विभाग / GENERAL ADMINISTRATION DEPARTMENT

e-TENDER No. MPT/PR/01(R-1)/2019

**“HIRING TOURIST TAXI’S ON CALL AND NEED BASIS FOR PORT FOR
SHORT DURATIONS FOR PERIOD OF TWO YEARS”
TECHNICAL BID PARTICULARS**

(In separate sealed Cover-I super scribed as Technical Bid)

1. Name & Address of the Tender Organization /Agency with phone number, e-mail and name and telephone/mobile number of contact person.	
2. Experience in the work of providing vehicles in good running condition of model not prior to January 2018 with mileage not exceeding 75000 kms with all required permits including tourist permits. Particulars of experience (Attach certificates, testimonials). This shall cover the details of works of similar nature, approximate magnitude and duration carried out and/ or on hand for a minimum of last 3years along with a certificate from the agency where the job was carried out.	As per Proforma at appendix - III
3a). Set-up of your Organization, clearly indicating details of managerial, supervisory and other staff, also indicate the number of muster roll staff available for performing this service: b) Is the establishment registered with the Government of Goa, Please give details with Document/evidence. Attach copies. c) Do you have labour license. Provide details and attach a copy. d) Undertaking of the Agency confirming the availability of the adequate manpower of requisite qualification and experience for deployment in MPT and attach copy.	
5. Are you covered by the labour Legislations, such as, ESI, EPF, and Gratuity Act, etc. Provide details and attach copy	
5. EPF No.: ESI Code: Gratuity Act Regn. No. / HSN/SAC No.	
6. Are you governed by minimum wages rules of the Govt. of India, Goa If Yes, give details and attach copies..	

7. Attach copy of last three years Income Tax Returns.	
8. Attach balance sheet of the company, duly certified by Chartered Accountant for last 3 years.	
9. PAN No.(attach copy)	
10.GST No.(attach copy)	
11. Trade Licence No.(attach copy)	
12. Acceptance of terms & conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and upload as part of tender document.	
13. Upload Power of Attorney/Authorization for signing the bid documents. Attach copies.	
14. Upload an undertaking/affidavit that no case is pending with the police against the Proprietor/Firm/Partner or the Company (Agency). Indicate any convictions in the past against the Company/Firm/Partner. Attach copies.	
15. Upload details of UTR No. of DD/NEFT/RTGS of Rs.20,000/- towards bid security (EMD) and a DD/NEFT/RTGS for Rs.2,000/- in case of tender documents. Attach details.	
16. Do you have a local office in proximity of Vasco-da-Gama/Panaji/Margao	
17. Financial annual average turnover for last 3 years ending 31 st March 2018 which should not be less than Rs.9,52,500/- Attach details.	
18. Solvency Certificate bank details. Attach details.	
19. List of references.	

Declaration by the Tenderer:

This is to certify that I/we before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Encls: 1. Upload UTR No./DD/NEFT/RTGS No._____

- 2.Terms & Conditions (each page must be signed and sealed)
3. Technical Bid.
4. Vol.-I of tender.
5. Financial bid.

(Signature of Tenderer with seal)

Name:

Seal:

Address:

Phone No. (O):

Date:



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e-TENDER NO. MPT/PR/01(R-1)/2019

GENERAL TERMS & CONDITIONS OF CONTRACT
(Annexure to Agreement)

Name of Work “HIRING TOURIST TAXI’S ON CALL AND NEED BASIS FOR PORT FOR SHORT DURATIONS. for period of two years “

Scope of the work

1. Principal Employer - means, Mormugao Port Trust represented by Secretary.

2. Hiring of vehicles.

2.1. The Contractor shall provide taxi/taxis(commercial vehicles) in the category of Innova, Swift Dzire, Ertiga etc. on day to day basis and as many vehicles as required for any such specific event or special events requiring more number of vehicles from time to time in good running condition of model not prior to January-2018 with mileage not exceeding 75000 kms with all required permits including tourist permit.

2.2 Payment

The payment will be made regularly after the bill is submitted. The contractor has to indicate bank account no. for arranging ECS payment. The proof in the form of copy of challans for payment of statutory taxes to be furnished monthly to the Management.

2.3 The bill will not be processed for payment, if the above requirements are not adhered to.

2.4 Miscellaneous

- a. Tenders not confirming to the requirements of the Board will be rejected and no correspondence thereof shall be entertained, whatsoever.
- b. EMD of Rs.20,000.00 of successful tenderer/contractor will be converted to SD and retention money @10% of the contract value will be recovered from running bill. The security deposit shall not carry any interest and will be refunded to the Contractor on successful completion of the contract.
- c. The vehicles and drivers provided by the contractor shall work under the overall supervision of the Secretary or Officer-in-charge of Public Relations Cell of Mormugao Port Trust. The successful

tenderer/contractor shall not carry any passenger other than personnel authorized by Mormugao Port Trust during the period of hire by the Port. The contractor should display a sign marked '**ON GOVT. DUTY**' at the front and rear of the vehicles for making the car conspicuously distinguishable from other vehicles on the road, even at a distance.

- d. Any person who is in Government service or any employee of this Board should not be made partner to the contract by the contractor or directly or indirectly in any manner whatsoever. In the event of tender being submitted by a partnership firm, it must be signed separately by each member thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so. Such power of attorney duly notarized has to be enclosed with the tender document and it must disclose that the firm is duly registered under the Indian Partnership Act.
- e. The contractor shall indemnify the Board against all other damages/charges and expenses including litigations commenced by any person/persons for which this Board may be held liable or to pay on account of the negligence of the contractor or his staff or any person under his control whether in respect of accident, injury to the person or damage to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demand thereof. The Board shall not be responsible financially or otherwise for any injury to the driver or person deployed by the contractor or any person for damage to property during the course of performing duties. Mormugao Port Trust shall not be party and shall not be responsible for the legal proceedings in regard for accident(s) and for the loss incurred by the bidder due to any such accidents(s).
- f. The rate in respect of contract for hiring of vehicles shall be valid for **TWO YEARS**.
- g. The Chairman, Mormugao Port Trust, reserves the right to terminate the contract without assigning any reason by giving a notice of 15 days to the contractor at any point of time during the currency of the contract.
- h. Vehicles provided by the contractor should bear Commercial taxicabs Registration Numbers and should have Comprehensive Insurance and Drivers so provided with the vehicle shall have valid commercial driving license, uniform, badges and a mobile phone.
- i. The successful tenderer/contractor shall not engage any sub-contractor or transfer the contract to any other person/firm/agency in any manner. The contractor shall not be permitted to transfer their rights and obligations under the contract to any other person/organization or otherwise. All the vehicles provided should be in good running condition of model not prior to January 2018 with mileage not exceeding 75000 kms with all required permits including tourist permit.
- j. The contractor shall provide vehicles as per requirement of the Board and as and when required at a short notice.

- k. The driver deputed with the vehicle should maintain the logbook of the vehicle and get the journey verified and certified by the user officer/Port Guest.
- l. No charges for local night detentions/journey shall be paid. No revision of hire charges shall be allowed during the tenure of the contract. The duty hours shall be as per requirement of Mormugao Port Trust.
- m. The vehicle and driver shall remain available at the time as per duty roster and shall not leave place of duty without prior permission.
- n. The contractor shall immediately provide replacement of the vehicle under repair/ detained due to accident or vehicle not reporting for duty.
- o. The Board has the right to ask the contractor for removal of driver, who is not found competent, orderly or disciplined.
- p. The prices quoted should be inclusive of all charges, levies, renewal fees, insurance and taxes except GST which will be paid as per actual on production of satisfactory proof. Other incidental expenses incurred in respect of toll tax, parking fees, etc. will be paid to the bidder on production of original receipt.
- q. The vehicles shall be provided at the office of the Board and the mileage will be counted from the office of the Board.
- r. All the disputes shall be subject to Goa Jurisdiction.
- s. The Chairman, Mormugao Port Trust, reserves the right to accept/reject any or all the tender/s in part of full without assigning any reason.
- t. The successful bidder shall enter with an agreement the form of which (subject to necessary modifications) will as set out in the Form of agreement and cost shall be borne by the successful bidder.
- u. The MPT reserves the right to extend the contract for further period if any, at the same rate, terms and conditions and with mutual consent of both the parties within 15 days prior notice before expiry of the contract.
- v. Mormugao Port Trust will not take any responsibility for violation of traffic rules by the driver. The driver of the cars shall carry their driving licenses, badge no. at all the times while on duty.
- w. The contractor shall produce the following documents in original along with copies prior to commencement of the contract. Registration Certificate, Motor Insurance book, Fitness certificate, Road Tax Certificate, Pollution under control (PUC) Certificate and Taxi permits and also copy of driving licenses of the drivers engaged their names and mobile nos.
- x. The Contractor shall have to obtain Port entry pass for the cars and drivers at his own cost for operating the cars inside the Port area during the contact period as per applicable Scale of rates.
- y. The driver shall strictly observe the safe speed limits in the town, on the highways and shall not resort to any negligent/reckless driving, whatsoever.

- z. The speedometer and odometer/milometer of the hired cars must be maintained at high standard of accuracy. Any defect noticed by MPT shall have to be rectified forthwith by the Contractor or his authorized representative. Car with defect speedometer/kilometer recorder will not be accepted for duty.

2.5 The Contractor shall execute an agreement on stamp paper worth **Rs.1000/-** and the cost of the stamp paper shall be borne by him.

2.6 The decision of the Secretary/MoPT in all disputes concerning the interpretation of the terms shall be final and binding on the contractor.

2.7 For breach of any of the conditions of the contract: Termination of contract and forfeiture of Security Deposit as the case may be depending upon the grounds of violation.

2.8 The successful tenderer will be required to commence the services within 7 days from the date of execution of the written agreement. The failure, delay or evasion on the part of the successful tenderer to commence the services within the period mentioned above will result in termination of contract and forfeiture of the EMD.

3. Disputes

3.1 In the event of any dispute in respect of any of the tender condition, the decision of the Secretary/MoPT, shall be final and binding on the contractor.

3.2 The Secretary/MoPT reserves the right to accept or reject any of the tender condition without assigning any reason.

3.3 The contractor shall keep the Secretary/MPT indemnified in case of any action being initiated against him in any form for contravention of any of the above said Laws, Acts, Rules, etc.

3.4 In the event of the tender being submitted by a partnership firm, it must be signed separately by each constituent thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a Power of Attorney, executed on stamp paper of appropriate value which authorizes him to do so.

3.5 The Contractor may note that the price cover of only such of those contractors shall be opened who have obtained necessary licences, registrations/code No. etc. from various authorities mentioned in the Laws Acts, Rules etc.

4. Penal Provision.

The Mormugao Port Trust will have the right to forfeit the Security deposit amount in whole or part thereof or demand for payment of the amount due to the Port Trust by way of any loss or damage caused to or would be caused to suffer to the Port Trust by reason of any breach of contract or if any of the terms or conditions contained in the agreement or by reason of contractor's failure to perform the agreement.

4.1 On successful completion of the contract the security deposit will be refunded to the contractor without any interest whatsoever after deducting the claim if any on him by the employer.

5. Validity of contract

The contract shall be valid and will be in force for a period of **two years** from the date of acceptance of contract. On the expiry of the said term, the contract period will be terminated. At the option of the Mormugao Port Trust, the contract period can be extended or modified for a further period if any at the same rates, terms & conditions & with mutual consent of both the parties within 15 days prior notice before expiry of the contract.

6.PENALTIES:

- a. For delay in providing vehicle in time: Rs.75/- per hour of delay.
- b. For misbehaving by the driver Rs.100/- per default.
- c. For not providing substitute vehicle: Rs.500/- per default.
- d. For causing damage to the public property: Three times the market value of the damaged property or Rs.5,000/- whichever is higher, per default.
- e. Penalty for not providing vehicle Rs.1,000/- per default per vehicle.
- f. For breach of any of the conditions of the contract: Termination of contract and forfeiture of Security Deposit as the case may be depending upon the grounds of violation.

7 INSURANCE

During the entire contract period, the Contractor shall provide valid Comprehensive motor insurance for the vehicle, drivers 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.

8. BID EVALUATION CRITERIA:

The contract of hiring of vehicles will be awarded to the lowest quoting bidder who shall execute an agreement to this effect and EMD will be converted to SD and retention money @ 10% of the contract value will be recovered from running bill. Award of contract to successful 1 bidder will not entitle him exclusive right to supply the car on hire for all requirements. The Port reserves the right to run parallel contract(s) at the discretion of the Port.

The lowest bidder who is offering maximum No. of vehicles in different types of vehicle, shall be given an opportunity to take other type of vehicles from the lowest bidder in that type of vehicles or separate contracts will be awarded to lowest bidders in that type of vehicles.

9. Jurisdiction

9.1 In case any disputes, differences, arises between parties and which may be the subject matter of any action in the Court of law, subject to provisions contained therein before, shall be referred to the Court having local jurisdiction over the state of Goa.

Note: These terms & conditions are part of the Contract/Agreement as indicated in the Agreement between the Port and contractors and any non-compliance shall be deemed as breach of the Contract/Agreement

I/We hereby certify that I/We agree to all the above tender conditions.

**Signature of authorized
(Signatory of the Contractor with seal)
For Contractor**

Name:

Seal:

Address:

Phone No.(O):

Date:

**GAD/MPT
Headland-Sada.**



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APPENDIX- III

Tender for Hiring Tourist Taxis on call and need basis for Port for short duration for period of two years”

EXECUTION OF SIMILAR WORK CARRIED OUT AS PRINCIPAL CONTRACTOR DURING EACH OF LAST THREE YEARS.

(Rs. in lakhs)

Sr. No.	Tender No.	Name of work	Period		Name of Employer with complete address & Telephone Nos. to whom services provided	Contract Amount	Reason for Termination if applicable
			From	To			
1.	2.	3.	4.	5.	6.	7.	8.

NAME, SIGNATURE
& SEAL OF TENDERER :

DATE :



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e-TENDER No. MPT/PR/01(R-1)/2019

APPENDIX- IV

Tender for Hiring Tourist Taxis on call and need basis for Port for short duration for period of two years”

VENDOR REGISTRATION FORM

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. Magnetic Ink Character Recognizer (MICR) : _____
12. Tax Identification Number (TIN) : _____
13. GST Registration Number : _____
14. GST Registration Code : _____

15. CST Registration Number

:

16. Employee Provident Fund (EPF)
Registration Number

:

17. Employee State Insurance
Scheme
(ESIS) Registration Number

:

18. IFSC Code

:

19. GST IN Registration Number

:

Date:

Signature of Tenderer



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e-TENDER No. MPT/PR/01(R-1)/2019

APPENDIX- V

‘Tender for Hiring Tourist Taxis on call and need basis for Port for short duration for period of two years’

DECLARATION FORM

Sr. No.	Description	Yes / No.
1.	Agree to all terms and conditions of Tender and declare that no changes are made to the Port’s original Tender Document	
2.	Have you ever been Black listed by any Government / PSU	

Firm’s Sign and Seal

Place:

Date:

APPENDIX-VI**MORMUGAO PORT TRUST**
GENERAL ADMINISTRATION DEPARTMENT**e -TENDER No. MPT/PR/01(R-1)/2019****FORM OF AGREEMENT**

THIS AGREEMENT made on _____this____day of two thousand Nineteen BETWEEN the Board of Trustees of the Port of Mormugao, a body corporate under the Major Port Trusts Act. 1963 (herein under referred to as “the Board” which expression shall unless repugnant to the context or meaning thereof mean and include their successors and assigns) of the ONE PART of M/s. _____, having their registered office at _____ (hereinafter referred to as “the contractor”, which expression shall unless repugnant to the context or meaning thereof, mean and include their heirs, executors, administrators, representatives and assignees or successors in office) of the OTHER PART.

WHEREAS the Board is desirous of executing the work of “ _____ ” on the terms and conditions stipulated in the contractor’s tender dated _____ and read with the conditions contained in the tender documents attached to the above mentioned tender.

AND WHEREAS the contractor by their above mentioned tender has offered to execute, complete and maintain such work, which tender has been accepted by the Board and such tender with correspondence, specifications, schedule. Amendments and acceptance thereof will constitute abiding contract between the Board and the contractor.

AND WHEREAS the contractor has furnished to the Board, a Bank Guarantee No. _____ dated _____ for a sum of Rs. _____ (Rupees _____ only) as Initial Security for the due performance and observance by the contractor of the terms and conditions of this Agreement.

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract herein after referred to.
2. The following documents shall be deemed to form and be read and construed as part of this agreement.

(A) COVER No. - I

1. Instructions for Online Bid Submission.
2. Notice inviting Online Tender.
3. Tender Notice.
4. Electronic Payment System Mandate Form.
5. Appendix – I Form of Tender.
6. Appendix – II
7. Technical bid particulars.
8. General Terms and Conditions of Contract.
9. Appendix – III -Proforma of execution of similar works.
10. Appendix – IV – Vendor Registration Form.
11. Appendix – V – Vendor Declaration Form.
12. Appendix – VI – Form of Agreement.
13. Appendix – VII-Proforma for GST details.
14. Appendix-VIII-Affidavit.
15. Appendix-IX –Checklist.

(B) COVER No. II

- i) Schedule of quantities and rates.

THE COMMON SEAL OF THE TRUSTEES OF

THE PORT OF MORMUGAO HAS HEREUNTO
AFFIXED AND THE CHAIRMAN THEREOF
SECRETARY HAS HEREUNTO SET HIS HAND IN
THE

PRESENCE OF

1.

2.

SIGNED AND SEALED BY THE
CONTRACTOR IN THE PRESENCE OF

1.

2.

PROFORMA FOR GST DETAILS**APPENDIX -VII**

Sr No	Particular	Mormugao Port Trust	Data Required
1	Customer Name as per GST Registration Certificate	Mormugao Port Trust	
2	Full Postal Address	Administrative Building, Headland Sada.	
3	City	Goa	
4	Pin code	403 804	
5	PAN	AAALM0293P	
6	Type of Person	Local Authority	Company/Firm/Individual/Trust/LLP/AOP
7	Resident/Non Resident as per Income Tax Act	Resident	
8	ARN No.	AA30617001663N	
9	GST No.	30AAALM0293P1ZY	
10	PPOB (Principal Place of Business) or APOB (Additional Place of Business)	PPOB	
11	Reason for Non Registration (Turnover Limit / Non Taxable Supply / Other Reason)	NA (Registered Under GST)	
12	Type of Customer (Manufacturer/Trader/Importer/Depot/Service Provider/Works Contractor/Principal/Consumer)	Service Provider	
13	Whether Falling under SEZ unit or Developer? (Yes or No)	No.	
14	Whether B2B or B2c (B= Business & C= Customer)	B2B	
15	Whether Opted for Composition Lavy Scheme? (Yes or No)	No.	
16	Whether falling under casual taxable person as per Section 2(20) of CGST Act,2017 (yes or No)	No.	
17	Whether falling under Non Resident taxable person as per section 2(77) of CGST Act,2017 ? (Yes or No)	No.	
18	Central Excise Registration No.	--	

19	Service Tax Registration No.	AAALM0293PST00 1	
20	VAT - TIN	30181201096	
21	CST - TIN	V/CST/1683	
22	IEC	1706000073	
23	Contact Details :		
	Name	Shri.Anant Chodnekar	
	Designation	Sr. Dy.CAO	
	Phone No.	0832-2521132	
	E-mail	facao@mptgoa.gov.in anant.chodnekar@mptgoa.gov.in	

I, Mr./Mrs. _____(Proprietor/Partner/Director) of
M/s _____do certify that the information given
above is complete and correct.

Place
Date

Signature
(Name: _____)

APPENDIX –VIII

AFFIDAVIT

I Shri _____ S/o. Shri _____ major in age, resident of _____ or Partner (address) or Firm (address) hereby Solemnly swear and state on Oath as under :

That I/Partner/Firm stationed at _____ carrying out business in the field of _____ for last _____ years.

That I/We hereby state that I/Partner/Firm have not been involved in any criminal case and the I/Partner/Firm have not been blacklisted by any organization / Govt. Department / PSU for violating any business code with them or for any other reasons.

I/we/Firm state that whatever have been stated above is true and correct, and if the same is proved wrong of shall be liable for penal action.

This affidavit is executed to produce the same before Mormugao Port Trust authorities for executing a contract with them.

Executed on _____ Day of _____ 2019 in the presence of below mentioned witnesses.

DEPONENT

DATED :

WITNESSES :

1)

2)

CHECKLIST FOR FURNISHING SCANNED DOCUMENTS

Sr. No.	Description	Tick mark if attached.
1	Cost of Tender	<input type="checkbox"/>
2	Vehicle registration, permits, fitness certificates.	<input type="checkbox"/>
3	Entire Tender document, each page and form duly signed and filled in.	<input type="checkbox"/>
4	P/L Account and Balance statement.	<input type="checkbox"/>
5	Form of Tender (Appendix-I)	<input type="checkbox"/>
6	DD/RTGS/NEFT for Earnest Money Deposit.	<input type="checkbox"/>
7	Undertaking from Associates as per clause 2.4(d) on page no.25	<input type="checkbox"/>
8	Affidavit.(Appendix-VIII)	<input type="checkbox"/>
9	Declaration Form(Appendix-V)	<input type="checkbox"/>
10	Bank Details as per clause 6(b) at page no.13.	<input type="checkbox"/>
11	Annual Financial turnover for the last three years.	<input type="checkbox"/>
12	Bank Solvency certificate.	<input type="checkbox"/>
13	Copies of PAN, EPF,GST, Registration.	<input type="checkbox"/>
14	Execution of similar works carried out as principal contractor during each of last three years.	<input type="checkbox"/>

Date: _____

(Signature and Seal of the Contractor)

P.S.:

As per Contract Labour Act., the contractor has to keep necessary record/Register in respect of daily deployment of labour category wise and wage register for wages distributed/to be distributed to produce the same to the Labour Inspector when he inspects the contract work at site.

The Contractor has to also display notices indicating the rate of wages, hours of work, wage period and date of payment. A copy of such notices will have to be sent to the Inspector and to the undersigned as Principal Employer. The payment/disbursement of wages would be made in the presence of authorized representative of this department with prior notice and arrangements.