



An ISO 9001:2015 PORT

**MORMUGAO PORT TRUST
ENGINEERING CIVIL DEPARTMENT**

Tender Document
e-TENDER No. CE/ 30 /2019

First cover

(Technical bid)

Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).

CIVIL Engineering Department
Second floor , ,Mormugao Port Trust Administrative Bldg.,
Headland Sada, Goa 403 804.

Telephone No.08322521160
Fax No.2521165

Website:

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

Due date of uploading till 15.00 hrs on 22.07.2019

Any amendments to this tender including the dates, corrigendum, clarifications, if any etc. shall be posted on the e-portal of Govt. of India. (www.eprocure.gov.in). The tenderers are required to keep themselves informed of the developments by visiting websites regularly.



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MORMUGAO PORT TRUST

ENGINEERING (CIVIL) DEPARTMENT

E-TENDER NO.CE/30 /2019

Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).

COVER NO. 1 (TECHNICAL BID)

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MORMUGAO PORT TRUST,
ENGINEERING CIVIL DEPARTMENT, MAIN
ADMINISTRATIVE OFFICE BLDG,
HEADLAND, SADA, GOA.



An ISO 9001:2015 PORT

MORMUGAO PORT TRUST
ENGINEERING CIVIL DEPARTMENT

e- PORTAL NOTICE INVITING ONLINE TENDER

e - TENDER NO: CE/30 /2019

e – tender for“

Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).

Closing Date: 22/7 /2019 at 15.00 hrs

Further details <http://eprocure.gov.in/eprocure/app>

CHIEF ENGINEER



MORMUGAO PORT TRUST

ENGINEERING CIVIL DEPARTMENT

e- PORTAL NOTICE INVITING ONLINE TENDER (NIOT)

e - TENDER NO: CE/30 /2019

Tender Information`

Sr.No	Descriptions	Details
1	Organization	Mormugao Port Trust (MPT)
2	Department & Section	Engineering Civil Department Maintenance Section ,Headland
3	Tender Inviting Authority	CHIEF ENGINEER, Second Floor, Mormugao Port Trust Administrative Bldg., Headland Sada, Goa 403 804.
4	E-Tender Reference NO.	CE/30 /2019
5	Name Of The Work	Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).
6	Scope of work	The work mainly involves Collecting of segregated/un- segregated garbage from designated dust bins and around OR as directed, loading / unloading, Transporting and handing over at Municipal (MSW) treatment site at Sada or Dumping and leveling the garbage at the dumping yard at Headland- Sada as directed.(garbage may include biodegradable/non-biodegradable materials like hard plastic materials (PVC) such as chappals, toys, plastic utensils, PVC pipe pieces, glasses, buckets etc. and other hard materials such as stones, wooden pieces, iron pieces etc. and carcasses of small animals, birds, etc.)from designated dust bins Baina, Vasco-da-Gama, Headland Sada, Bogda, Dock area and Mormugao Harbour as shown in Schedule-I .
7	Estimated Cost of work put to tender	Rs.9,81,583.00
8	Security deposit(SD)	EMD will be converted as SD to be deposited in the form of Demand draft, Banker's cheque and to release on completion of work/defect liability period as applicable .And to be submitted within 21 days on issue of LOI and Valid up to completion of work/defect liability period as applicable.
9	Retention Money (RM)	10% on R.A. bill amount subjected to maximum 10% of contract award price to be retained from the running bills and to be released on completion of work/defect liability period as applicable.
10	Bid call (Nos)	One
11	Bid Validity	120 DAYS

12	Tender Currency Type	Indian Rupees(INR)	
13	Contract Duration	12(twelve) months and same may be further extendable for one more year on the same terms and conditions.	
14	Tender Fee	Rs.500/-	Mode of payment :Online, through payment /Demand Draft as below
15	EMD Cost	Rs.20,000/-	
16	Payment of Tender Fee & EMD	<p>The Tender fee and EMD shall be paid in e-payment mode or by Demand draft drawn in favour of FA& CAO, MPT payable at Mormugao Goa, to be submitted in original in sealed envelope, two hours before the due date and time of opening of the tender.</p> <p>Mode of Payment towards Tender Cost & Earnest Money Deposit (EMD) to be paid online through e-Payment mode as under :</p> <p>a)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.</p> <p>b)Internet Payment Gateway (Debit/ Credit Card of type VISA, MASTERCARD or RuPay.</p> <p>c)Net Banking: Payment can be made through the Internet Banking of Any Bank.</p> <p>d)Bank details are given in the next page and NEFT/RTGS to be used for that account only.</p> <p>e)Proof of payment made has to be enclosed with the tender such as UTR details</p> <p>Note:</p> <p>i) 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</p> <p>ii) D.D. if any should be submitted in original to the office of Chief Engineer's Account section in sealed envelope with tender number and name of work latest by two hours before opening of the technical bid .</p> <p>iii) Exemption for SSI and MSME units shall be applicable towards EMD as per the Govt. Guidelines</p> <p>iv) No exemption allowed in tender cost of tender fee.</p> <p>.v) Tender received without Tender fee and E.M.D. will be outright rejected.</p>	

17	Minimum Eligibility Criteria (MEC) (For tender value Rs.9,81,583.00)	<p>1.0 FINANCIAL ELIGIBILITY:</p> <p>Bidder's average Audited Annual Financial Turnover during the last 3 years ending 31st March 2018 should be at least Rs.2.94 Lakhs.</p> <p>2.0 TECHNICAL ELIGIBILITY:</p> <p>2.1The Bidder's should have experience of having successfully completed Similar works" during last seven years ending last day of the month previous to the one in which the tenders are invited either of the following:-</p> <p>One similar work costing not less than Rs.7.85 Lakhs OR</p> <p>Two similar works each costing not less than Rs.5.89 Lakhs OR</p> <p>Three similar works each costing not less than Rs.3.92 Lakhs.</p> <p>Note:</p> <p>i) "Similar work" means garbage collection and disposal /Waste Management</p> <p>ii) Attested Copies of the Audited Profit & Loss Account & Balance Sheets and Turnover certificate duly signed by Chartered accountant for the last 3 years ending 31st March 2018 should be provided as supporting documents for financial eligibility as '1' above.</p> <p>iii) Attested Copies of the Purchase/Work Orders along with corresponding Completion Certificates from the clients in support of Bidder's experience of having successfully completed similar works during last 7 years ending last on the day of the month previous to the one in which the tenders are invited should be provided as supporting documents for technical eligibility as '2' above .</p>
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18	Online Documents Required to be Submitted online :	<p>Scanned Copies of the Following Documents :</p> <ol style="list-style-type: none"> 1. Attested copy of the submitted Banker's Pay Order or Demand Draft for tender fees and Earnest Money Deposit OR the copy of certificate of National Small Industries Corporation (NSIC), Govt. of India enterprises under "Single Point Registration Scheme" of Ministry of MSME towards the exemption of cost of EMD 2. Attested Copies acknowledgement of income tax return filed, Audited Profit & Loss Account & Balance Sheets & annual financial turnover certificate of the tenderer duly signed by Chartered accountant for last three years ending 31st March of the previous financial year should be provided as supporting documents. 3. Copies of the Purchase/Work Orders along with corresponding Completion Certificates from the clients in support of Bidder's experience of having successfully completed similar works during last 7 years ending last day of the month previous to the one in which the tenders are invited. 4. Complete Set of the Tender Document along with all requested Annexures, proformas duly filled in, complete in all respects, all pages signed by Authorized Signatory of the Firm and scanned. 5..Attested copy of PAN Card. 6. Attested copy of ESI , EPF& GST Registration Certificate. 7. Attested copy of registration /empanelment certificate with Government/semi government/PSU..etc. if any.
19	Format and Signing Of Bid	<p>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.</p> <p>The Bid shall contain no alterations, additions, except those to comply with instructions issued by the Port.</p>
20	Bid Opening Authority	Chief Engineer / Civil Engineering Department
21	Date and place of pre-bid meeting	<p>There is no pre-bid meeting however for any query may please contact Office of the Chief Engineer, Mormugao Port Trust, A.O. Bldg., Headland Sada, Goa - 403 804.</p>
22	Last date and time for receipt of bid	22/07/2019 up to 15 Hrs.
23	Bid opening date	<p>Techno-commercial Bid (Cover-I) will be opened on 23/07 /2019 @ 15.30 Hrs. Date of opening of price bid shall be notified after scrutiny and evaluation of Techno-commercial Bid.</p>

24	Contact Details for Clarifications	1.Executive Engineer /HL Phone : (0832) 2594609 2.Asst. Engineer /HL Phone : (0832) 2594625
25	e-Tendering help contact details	For Tender related queries --- Phone :0832 – 2594609 / 2594625; 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.: 0120-4200462,0120-4001002,0120-4001005, 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
26	Website	http://eprocure.gov.in/eprocure/app & https://www.mptgoa.gov.in
27	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 alterations, additions, except those to comply with instructions issued by the Port.

Further details <http://eprocure.gov.in/eprocure/app>

**Chief Engineer
Mormugao Port Trust**

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.





MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT
TENDER NOTICE .
e-TENDER NO.CE/30/2019

1. Electronic tenders (e-tenders) in two cover system are invited on Percentage Rate Basis from the contractors Unregistered and Registered with MPT/ PWD/ CPWD/ Railways/ Central/State Govt., GSIDC, etc. fulfilling the eligibility criteria stipulated in the tender to execute the work of **“Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).**

2. Brief details of the work :-

Tender No.	Name of work	Cost of tender document (non refundable)	Estimated cost of work put to tender	Sale of tender documents From/To
	Class of contractor eligible to tender	Earnest money deposit	Period of contract	Date of opening of Technical bid
CE/ 30 /2019	Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).	Rs.500/-	Rs.9,81,583/-	10 / 07 /2019 to 22/07 / 2019 up to 15.00hrs
	As per MEC stipulated in the tender	Rs.20,000/-	Twelve (12) Months	23 / 07 /2019 at 15.30 hrs.

3. Detailed tender notice along with complete tender documents can be downloaded from our Website:

<http://eprocure.gov.in/eprocure/app> before the last date of sale of tender document.

4. For further details and general enquiries, prospective bidders may contact the Executive Engineer (HL), telephone no. 0832 2594609, during working hours before the last date and time of sale of tender document or from MPT's website www.mptgoa.gov.in

5. Unregistered contractors participating shall have to submit the required documents viz; solvency certificate, ESI, EPF and register your details with Chief Engineer, MPT. After scrutiny of documents if firm fulfills the requirements for registration under the desired class then their offer shall be considered for opening and evaluation.

6. Tender received without Tender fee and E.M.D in the form as specified in the NIOT will be outright rejected

Chief Engineer



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MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT
TENDER No. CE/30 /2019

e – tender for '**Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).'**'

1. Invitation :

1.1 Electronic tenders (e-tenders) in two cover system on Percentage Rate Basis are invited by Chief Engineer on behalf of Trustee of Mormugao Port Trust from the experienced, resourceful contractors Unregistered as well as from Registered with MPT/ PWD / CPWD/ Railways/ central/ State Govt,GSIDC, etc. with proven technical and financial capabilities as per the Minimum eligibility criteria stipulated in the tender to execute the work of "Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020)." Bidder is required to submit their tender offer in the form of two cover system, the first cover containing technical information's and second cover containing the price bid.

1.2 Interested eligible tenderers may obtain further information and inspect the tender documents at the e- procurement website <http://eprocure.gov.in/eprocure/app>. This website can also be accessed by clicking the link at MPT's website www.mptgoa.gov.in

1.3 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.

1.4 The Notice Inviting Online Tenders (NIOT) issued by MPT forms part of the Tendering Documents.

1.5 The Bidder shall make his all-out efforts to ensure the correctness of Documents available on the 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.

1.6 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.

1.7 For further details and general enquiries, prospective bidders may contact the Executive Engineer (HL), telephone no. 0832 2594609, during working hours before the last date and time of sale of tender Document.

1.8 Unregistered contractors participating shall have to submit the required documents viz; solvency certificate, ESI, EPF and register your details with Chief Engineer, MPT. After scrutiny of documents if firm fulfills the requirements for registration under the desired class then their offer shall be considered for opening and evaluation.

1.9 Tender received without Tender fee and E.M.D in the form as specified in the NIOT will be outright rejected

1.10.1. Minimum Eligibility criteria (MEC) Pre-qualification Criteria / Bidding Condition

Cost of work put to tender is ₹. 9,81,583/-. To qualify for the tender, the tenderer must satisfy the Financial and Technical eligibility criteria, as detailed in Table-I below. **Table –I**

Cost of work put to tender in Rs	Financial criteria	Technical criteria				
	Minimum average annual financial turnover during last three years ending last financial year Rs (in lakh)	Three similar works completed during last seven years ending last month prior to publication /upload of tender each costing not less than Rs (in lakh)	O R	Two similar works completed during last seven years ending last month prior to publication /upload of tender each costing not less than Rs. (in lakh)	O R	One similar works completed during last. Seven years ending last month prior to publication/ upload of tender each costing not less than Rs (in lakh)
9,81,583.00	2.94	3.92		5.89		7.85

Note.1. “Similar nature of work means” : “Garbage collection and disposal/Waste Management works

2. The Tenderer shall furnish following specific document for fulfilling the eligibility criteria a documentary proof for:

a) **Financial Criteria-** Attested Copies of the Audited Profit & Loss Account & Balance Sheets and Turnover certificate duly signed by Chartered accountant for the last 3 years ending 31st March of the previous financial years should be provided as supporting documents for financial eligibility as ‘1’ above .

b) **Technical criteria:-** Work Orders /P.O’S along with corresponding Completion/performance Certificates from the clients in support of Bidder’s experience of having successfully completed similar works during last 7 years ending last day of the month previous to the one in which the tenders are invited..

3. The tenderers will be scrutinized based on the Eligibility Criteria detailed in Clause No.1.10.1 above and on submission of proof of fulfilling financial and technical criteria as per 2(a) &(b) respectively . The Second Cover of the short-listed tenderers will be opened on the date and time, which will be intimated subsequently.

1.11 Procedure for obtaining Tender Documents:

Interested tenderers will have to download the tender document from MPT website www.mptgoa.gov.in and/or <https://eprocure.gov.in/eprocure/app>. The bidder has to submit the tender fee with their offer as specified in NIOT above or in the form of Demand Draft or Pay Order towards non-refundable tender fee of Rs.500/- (Rupees five hundred only). The Demand Draft or Pay Order will be drawn in the favour of “ FA &CAO ,Mormugao Port Trust . The downloading of the tender documents shall be carried out strictly as provided on the web site. No editing, addition / deletion of matter shall be permitted, if such action is observed at any stage, such offer is liable for outright rejection.

1.11.1 . . Bid Submission

The detailed procedure for online bid submission has been provided in “Instructions for Online Bid Submission” of this tender. Complete bid submission is online on the website www.eprocure.gov.in. Bidders shall have to submit sealed cover containing Banker’s Pay Order or Demand Draft if any towards Tender Fees and EMD only in the box provided in the AEN/ Accts.office of the Chief Engineer,’s Account section, Civil Engineering Department, Mormugao Port Trust, , 2nd Floor, Headland , Sada - 403801 on or before the Due Date and Time as specified in NIOT.

1.11.2 The following documents are to be submitted ONLINE :

Sr. No.	Documents to be submitted online	Documents to be submitted in physical mode (Hard Copy)
1.	Scanned copy of Banker’s Pay Order/ challans in the e-Tender website as a token of payment. or Demand Draft towards Tender cost .	Banker’s Pay Order/ challans in the e-Tender website as a token of payment or Demand Draft towards Tender cost
2	Scanned copy of Banker ’s Pay Order/ challans in the e-Tender website as a token of payment or Demand Draft for EMD OR the copy of certificate of National Small Industries Corporation (NSIC), Govt. of India enterprises under “Single Point Registration Scheme” of Ministry of MSME towards the exemption of EMD , if applicable.	Banker’s Pay Order/ challans in the e-Tender website as a token of payment or Demand Draft for EMD OR the copy of certificate of National Small Industries Corporation (NSIC), Govt. of India enterprises under “Single Point Registration Scheme” of Ministry of MSME towards the exemption of EMD, if applicable .
3	Scanned copy of Exemption granted for MPT registered contractors, if applicable.	Copy of Exemption granted for MPT registered contractors, if applicable
4	Duly filled and signed scanned copies of Supporting Documents for Eligibility Criteria mentioned in Tender Notice.	ONLINE SUBMISSION ONLY. HARD COPIES NOT REQUIRED
5	Scanned copy of duly filled in and signed on relevant pages of Tender Set. (FIRST COVER)	
6	Scanned copy of duly filled in and signed Bill of Quantities (BOQ) (SECOND COVER)	
7	Scanned copy of duly signed copy of PAN Card.	
7	Scanned copy of duly signed copy of GST Registration Certificate.	
8	Scanned copy of duly signed copy of Registration if any	

1.11.3 The bidders will submit the offers online in the appropriate covers mentioned on the site The bidders will have to sign the documents wherever required and upload the scanned copies of those signed documents along with their bids.

1.12 **PRICE BID (BOQ)** :Price should be quoted in a spread sheet file (.xls format) available in e-procurement Portal only. Any indication of 'Quoted price' in the online technical bid documents shall lead to rejection of the bid outright. For evaluation purpose the uploaded offer documents will be treated as authentic and final. No hard copy shall be submitted for reference purpose.. The bidder should submit the scanned price bid after filling all the figures according to the Instructions for Online Bid Submission and instructions at e-Procurement website <https://eprocure.gov.in>. Price bid should not be submitted in hard copy format in any case.

1.12.1 The Quoted rates should be workable and reasonable and should include payments to all the contract workers as per the ongoing minimum wages notified by labour commissioner(c) in time to time including ESI,EPF benefits ,cost of materials ,transport ,supervision, other miscellaneous expenditure and all overheads and profits .

1,12.2 LAST DATE FOR SUBMISSION OF TENDER

The final date of submission is as indicated at the NIOT. MPT may at its sole discretion reserves the right to extend the date for receipt of tender. Tenders received after the aforesaid time and date or the extended time and date, if any, shall be summarily rejected.

1.13 BIDDER TO INFORM HIMSELF FULLY

- a. The Bidder is expected to examine carefully the contents of the tender document like Instructions to the Bidders, General Conditions, Special Conditions, Scope of work, Technical Specification etc. Failure to comply with the requirements of the tender will be at the Bidder's own risk. It would be deemed prior to the uploading of the tender that the Bidder has made a complete and careful examination of requirements and other information set out in the tender document including inspection of site.
- b. The Bidder is advised to get acquainted himself with the job involved at the site, like availability of labour, means of transport, communication facilities, laws and bye laws in force from Government of Goa and Govt. of India and any other Statutory bodies as well as MPT regulation for the issue of passes and collect all information that may be necessary for preparing and submitting the tender and entering into Contract with MPT.
- c. Bidder shall bear all costs associated with the preparation and uploading of his tender and MPT will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the tendering process.

1.14. EARNEST MONEY DEPOSIT (EMD)

- a. The Bidder shall furnish as part of its Tender, an EMD at 2% of the tender value i.e Rs.20,000/-Tender without EMD shall be treated invalid. The **E.M.D. shall be in the form of e-payment** only and as indicated at the NIOT.
- b. In the event of Bidder withdrawing his tender before the expiry of tender validity period of 120 days from the date of opening of technical bid, the tender submitted by the Bidder shall be cancelled and EMD shall be forfeited.
- c. **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 on receipt of Security Deposit as stipulated in the tender.

1.15. MPT'S RIGHT TO ANNUL THE BIDDING PROCESS

- a. Notwithstanding anything contained in this tender document, MPT reserves the right to annul the bidding process at any time without any liability or any obligation for such annulment, without assigning any reason.
- b. MPT reserves the right to invite revised Techno-commercial bids with or without amendment of the tender document at any stage, without liability or any obligation for such invitation and without assigning any reason.
- c. MPT reserves the right to reject any Tender if at any time, a material misrepresentation is made or uncovered OR the Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the tender.

1.16. TENDER VALIDITY

The tender shall remain valid for acceptance for a period of 120 days from the date fixed for opening of Technical Bid. MPT reserves their right to extend the period of validity for a specific time. The request and the response, there to, shall be made in writing by post or by Fax/E-mail. However, in the event of the Bidder agreeing to the request, he shall not be permitted to modify his tender. In the event of the Bidder agreeing to the extension, the Bidder shall correspondingly extend the validity of the tender suitably against this Tender. In case Bidders do not agree to extend the validity of their offer beyond the validity period, EMD of such Bidders shall be refunded after award of the contract.

1.17. AUTHORITY IN SIGNING TENDER DOCUMENTS

- Documents required to upload shall be signed by a person or persons duly authorized to sign on behalf of the Bidders and scanned.
- At the time of uploading of the tender document, the Bidder shall give an undertaking that no changes have been made in the document as per declaration form and same to be signed, stamped, scanned and uploaded.
- The tender, if uploaded on behalf of principals or a Partnership Firm should be signed either by all the partners or some of the partners or other person/s holding a valid "Power of Attorney" from other partners or all the partners constituting the firm or the Principals as the case may be on all the uploading documents.
- In case of a Company, the tender should be signed by a person holding a valid Power of Attorney executed in his favour in accordance with the constitution of the Company.

1.18. AMENDMENTS

- a. At any time, prior to the last date for submission of tenders, MPT reserves the right to amend and modify the tender document. The amendments so carried out shall be uploaded on the website and also forwarded to the Bidders who had participated in the pre-bid meeting.
- b. The amendment so carried out shall form part of the tender and shall be binding upon the Bidders. MPT may at their discretion, extend the last date for submission of the tender, to enable the Bidders to have reasonable time to submit their tender after taking into consideration such amendments.

1.19. TEST OF RESPONSIVENESS

- i) Prior to evaluation of Applications, the Authority shall determine whether each Application is responsive to the requirements of the tender. A tender shall be considered responsive only if:
 - a. It is received by the Tender Due date including any extension thereof;
 - b. Tender cost of **Rs 500/-** and the Earnest Money Deposit of **Rs 20,000/-** has been remitted through e-payment as indicated at the NIOT.
 - c. The Auditor's report and Financial Turnover certificate for the last three years endorsed by Chartered Accountant shall be submitted in original along with relevant profit and loss statements .
 - d. Copies of work order for similar works, successful completion certificate with performance ,period and value of work done.
 - e. The bank details like name of bank, bank branch, type of account, bank Account no., MICR code, etc.
- ii) The bidder should possess a valid GST Registration Certificate, PAN, EPF registration and ESI registration number.
- iii) The bidder should not be blacklisted by any Government or Non Government organisation.
- iv) The Tender fee and EMD shall be furnished as indicated in the NIOT. Upon confirmation of receipt of the same the Techno-commercial bid (Cover-I) shall be opened on the date indicated at the NIOT. The Price-bid of only those Bidders shall be opened whose Tender is found to be responsive. The date of opening of price bid shall be notified after scrutiny and evaluation of Techno-commercial Bid. The Port Trust reserves the right to reject any tender which in its opinion is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Port Trust in respect of such Tenders.

1.20. NO FURTHER INFORMATION'S/ DOCUMENTS WILL BE ASKED TO THE BIDDERS FOR QUALIFYING

Bidders are advised to submit full and complete information/documents as specified in the Tender Document with regard to tender requirement. Employers at their discretion may decide not to seek any clarification of bid document. In the event of non-availability of required information / documents essential to qualify for the bid, bidders will be solely responsible for their disqualification.”

1.21. OTHER EXPENSES

All costs charges and expenses including any duty in connection with the Contract as well as preparations and completions of Agreement by MPT's attorneys shall be borne and payable by the Bidder. Bidder shall ascertain the taxes and duties to be paid on his own before the submission of the bid. All taxes & duties, to be paid to Govt. of India, Govt. of Goa or any statutory bodies shall be paid by the Contractor for stamp duty.

1.22. CONTRACT WORKS AND CONTRACT PRICE

- a. The work to be carried out (herein after referred to as "the Contract Works") and the Price for the same (herein after called "the Contract Price") shall include the work described in the specifications, schedules, drawings, etc. annexed hereto.
- b. Except where otherwise expressly provided, the Contractor shall provide all materials, labour and Plant and things necessary in connection with the Contract work although everything may not be fully specified and although there may be errors and omissions in the specifications.
- c. **SCHEDULE OF PRICE**
 - The Schedule of price/BOQ shall be read in conjunction with all other sections of bidding document.
 - The total prices will be evaluated based on capital cost
 - The price offered should be firm and inclusive of all taxes & duties except GST which will be paid extra as applicable. However, any new tax will be imposed by State/Central Govt. and same will be reimbursed on producing documentary proof.
- d. Bidder shall quote for the work after careful analysis of cost involved for the performance of the works as per Scope of Work, Scope of Supply, Specifications, Standards, Drawings, General Conditions of Contract and Special Condition of Contract.
- e. The Price shall include all expenditure incurred towards mobilization and demobilization.

1.23 LANGUAGE OF TENDER

The Tender submitted by the Bidder and all correspondence and documents relating to the Tender exchanged by the Bidder and MPT shall be written in the English language.

1.24 TENDER OPENING, SCRUTINY AND EVALUATION OF TECHNICAL BID

Tender that is substantially responsive is that which conforms to the preceding requirements without material deviation or reservation. A material deviation or reservation is one (1) which affects in any substantial way, the scope, quality, or performance of the Bidder, or (2) which limits in any substantial way, inconsistent with the Tender document, or (3) whose rectification would affect unfairly the competitive position of other Qualified Applicant presenting substantially responsive bids

Since the tender involves selection based on Minimum eligibility criteria, test of responsiveness and technical specification, the Chief Engineer will examine and seek clarification if any and list out the firms, which are found responsive and BOQ of such tenders only will be opened and EMD will be returned to the unresponsive Bidders..

The date and time will be intimated to Bidders whose offers are found suitable and BOQ of such Bidders will be opened. After the tender opening, the whole process involving scrutiny, clarifications, evaluation and comparison of tenders and recommendations regarding award of Contract shall be confidential. Any efforts on part of any Bidder to influence the Port Trust in any way in the process of scrutiny, evaluation, comparison of tenders and decision concerning award of Contract may result in rejection of the Bidders bid. To assess the scrutiny, evaluation and comparison of tenders, the Port Trust may ask Bidder individually for clarifications. Request for clarification and response thereto, shall be in writing or through e mail followed by post or through speed post. No change in Price or substance of the tender shall be sought, offered or permitted nor is the Bidder permitted to withdraw the tender before the expiry of the validity period of the tenders in the process of clarifications.

1.25 OPENING OF PRICE BID (BOQ)

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.

1.26 EVALUATION OF PRICE BID

- a. The price offered should be firm and inclusive of all taxes & duties except GST which will be paid extra as applicable. However, any new tax will be imposed by State/Central Govt. and same will be reimbursed on producing documentary proof.
- b. MPT will evaluate and compare only those bids, which are substantially responsive.
- c. The price quoted by the Bidder shall be considered for the purpose of evaluation and comparison.
- d. In arriving at the final evaluated prices of the Tenders, any uncalled for lumpsum/percentage/or adhoc reduction, if any, offered by the Bidders, in the Schedule of Price shall be considered for the purpose of evaluation. However, if such reduction/rebate is from the recommended Bidder, then such rebate shall be taken into account while awarding the work.
- e. In arriving at the final evaluated prices of the bidders, evaluation of offer will be based on the lowest price quoted.

1.27 MPT'S RIGHT TO ACCEPT OR REJECT A BID

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 decisions by MPT shall bear no liability whatsoever consequent upon such decisions.

1.28 AWARD OF CONTRACT

The Bidder, whose Bid is accepted by MPT shall be issued Letter of Acceptance (LOA) prior to expiry of Bid validity. 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.

1.29 The e-tender set consisting of the Tender Notice, Additional Instructions to Tenderers, Special Conditions of Contract, Schedule of Quantities and Rates and Form of Tender may be obtained from the Office of Chief Engineer, Engineering (Civil) Department, Mormugao Port Trust at Headland, Sada, Goa on payment of Rs500/- which sum will not be refunded.

1.30 A printed set (Vol-I) issued to the contractors contains instructions to tenderers, General and Special Conditions of Contract, General Specifications forms an integral part of the tender documents.

- 1.31 The work is to be carried out as described in Schedule of Quantities & Rates attached herewith to this tender and as directed.
- 1.32. Contractors may submit the following information in order to refund the EMD'S/Bank Guarantee/ Security Deposit/ Retention Money, payments of bills etc.
 Name of Bank.
 Place.
 Account No.
 Type of Account
 PAN.
 EPF No.
 ESIC No
 GST. Registration
 WCT registration
- 1.33. . EMD of the other tenders i.e. any two among the first three lowest Tenders will be refunded to them only after acceptance of work order by successful tenderer. E.M.D. of successful contractor will be converted as Security Deposit. And to released on successful completion/Defect liability period .
- 1.34 .a)**Security Deposit:** EMD submitted along with the tender will be converted as security deposit and the same to be released after successful completion / Defect Liability Period.
- b)**Retention Money** : 10% of the completed work value to be retained by way of deductions from the bills at the rate of 10% of the gross value of work certified in each bill till the amount of 10% of the contract price is accumulated and to be released after satisfactory completion Defect Liability Period. The tenderer if desired can pay the entire amount of 10% of the value of the contract in Demand Draft / Bankers cheque / Pay Order at the time of acceptance of tender.
- c)Tenderer desire to quote premium of cost of work put to tender more than 15%, the Tenderer will have to give the rate analysis for any or all the item of work on demand.
- 1.35 Conditional tenders are liable for rejection.
- 1.36 Tenders submitted will remain open for acceptance for a period of 120 days from the date of opening of tenders.
- 1.37 . **Duration of contract:**
 The contract shall initially be valid for one year and extendable further period of up to one year based on satisfactory performance on the same terms and conditions and at the discretion of the Chief Engineer. The rates quoted shall remain unchanged during the period of contract
- 1.38 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.
- 1.39The tenderers are strongly advised to inspect the site of work and acquaint themselves with site conditions, nature and quantum of work involved etc. before tendering. Such an inspection can be arranged in consultation with the Executive Engineer HL, Tel. No. 2594609.

- 1.40 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 Chief Engineer reserves the right to reject such offers without assigning any reasons thereof.
- 1.41 The Chief Engineer and Board of Trustees reserve the right to reject any or all the tenders received without assigning any reasons thereof.
- 1.42 The Contractor should comply with the provision of the Building and Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 and EPF & ESI relevant Act.
- 1.43 Further details can be had from the office of the undersigned at the New Administrative Office Building of MPT at Headland, Sada.
- 1.44 .GST registration is mandatory service tax applicable shall be paid extra with running bills against the submission of Tax Invoice.
- 1.45. There is no maintenance/defect liability period of the work to this contract .
- 1.46 Income tax ,..etc if applicable from shall be deducted from the amount payable to the contractor at source. Under no circumstances taxes so deducted shall be reimbursed to the Contractor.
- 1.47 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.
- 1.48 Unregistered Vendors under GST has to submit Declaration that GST is not applicable to him, due to turnover of less than 20 Lakhs.
- 1.49. The Vendor shall quote GST No. of MPT (30AAALM0293P1ZY) on all invoiced raised on Port. If vendor is not registered under GST or opted for composition scheme under GST, undertaking of the same shall be submitted by the Vendor.
- 1.50. The successful bidder shall have to furnish HSN /SAC Code for each items of the work

1.51 Fraudulent documentation by bidders:

Submission of fraudulent documents by the bidder shall be treated as major violation of the tender procedure and in such cases, the Port shall resort to forfeiture of EMD/SD/BG of the bidder, apart from blacklisting the firm for the next 3 years. The list of blacklisted firms shall be published on Port Trust website.

- 1.52 A printed set (Vol-I) issued to the contractors contains instructions to tenderers, General and special Conditions of Contract, General Specifications forms an integral part of the tender documents.

.CHIEF ENGINEER



MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT
TENDER NO.CE/30 /2019

'Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).'

ADDITIONAL INSTRUCTIONS TO TENDERERS

The instructions to be the tenders shall be instructions to "Tenderers" as modified or added to by the following Additional Instructions to Tenderers which shall be read and construed with the instructions to Tenderers as if they were in corporate therewith.

In so far as any of the provisions in Additional Instructions to Tenderers may conflict with or be inconsistent with the instructions to Tenderers the Additional Instructions to Tenderers shall prevail.

Sealed tenders are invited on Percentage rate basis for work described in the Tender Notice referred to herein before. In the percentage rate quoted by the Tenderers shall be inclusive of Sales Tax, VAT, General Tax, Octroi, Excise Duty, Income Tax, workers safety devices etc. and all other incidental charges that the tenderer may have to bear for the execution on the works but excluding Service Tax,. Service tax shall be paid as per applicable rates along with the all bills for payment.

1. Earnest Money:

No tender will be considered which is not accompanied by the Earnest Money Deposit (E.M.D.) for the sum stipulated in the tender notice which is lodged on the understanding that in the event of the tenderer withdrawing his tender before the expiry of 120 days from the last date of submission of the tender document. (Whether or not the submitted tender(s) are opened or otherwise at the time of tenderer withdrawing his tender), the tender shall be cancelled and the Earnest Money (E.M.D) deposited by the tenderer forfeited to the trustees and if the tender is accepted the security Deposit (SD) mentioned in Para 3 hereinafter will be furnished.

2. Tenderers must upload the tender set duly signed on all the pages of the tender document, company seal and scanned along with the documents for M.E.C. Any tender not so signed will not be considered. Alterations to the conditions of contract and specifications will not be entertained.

3. SECURITY DEPOSIT

The Security Deposit shall be EMD plus Retention Money 10% of value of contract.The Successful Tenderer will be required to deposit the following amounts as Security Deposit for the due fulfilment of the contract.

a. Security Deposit (S.D.) i.e. 10% of the contract price along with EMD will be refunded only after defect liability period

- b. Retention Money (R.M) equivalent to 10% of the Contract Price and the sum shall be recovered at the rate of 10% of the gross value of work certified under each bill until an amount of 10% of Contract Price is accumulated. The contractor will have the option to convert the Retention Money so deducted from the bills into acceptable D.D or Bankers Cheque for the like sum(s) at any stage (s) of the work.

The entire amount of 10% of the Contract Price as Security Deposit may be paid in Demand Draft/Pay Order/Bank Guarantee.

If the work not commence as instructed then the Earnest Money (E.M.D.) will be liable to forfeiture and 'contract liable to be terminated and the Tenderer will be responsible to the Trustees for the damages thereby incurred by them.

Upon successful completion of the works and after issue of Completion Certificate by the Chief Engineer and or Board of Trustees shall upon receipt of a written application, refund to the contractor, the said Retention Money of 10% (ten percent) of the estimated cost of the works referred to in sub-clause 4(b) above after deducting there from the amount of Liquidated damages incurred if any and other claims outstanding against the contractor or for breach of contract. The Security Deposit referred to in sub- clause 3(a) above will be refunded as soon as the conditions of contract have been fulfilled and upon contractor making an application therefore, after adjusting estimated/ actual expenditure by Mormugao Port Trust for rectification of defects and adjusting other amounts due if any for breach of the Conditions of Contract.

Note: The amount of liquidated damage expressed in the Tender Notice to be payable for delay in the performance of the contract has been arrived at on the fair estimate of the amount of loss likely to be sustained by the Trustees as a result (the delay in the performance of the contract).

4. The Chief Engineer and/ or the Trustees reserve the right to reject any tender without assigning any reasons or to accept any tender as a whole or in part and does not bind himself/themselves to accept the lowest or any tender, No reasons will be assigned for the rejection of any tender.
5. Tenderers are strongly advised to inspect the site so that they are fully aware of the nature of scope of the works to be carried out before tendering for the same.
6. Premium of various insurance policies required to be taken out by the contractor as per the provisions of the contract will not be reimbursed to the contractor.
7. Cost of testing of materials will be borne by the Contractor.
8. Tenderers should note the arrangements described in the tender document for prompt payments of bills.
9. Contractors has to collect the garbage or any other waste materials dumped in the Dust bins including surrounding area of dust bins provided in the entire Port area. Quantity is payable on the basis of volume hence there is no restriction of number of dust bins. If any new dust bins are provided in the Port area same will be intimated and waste to be collected from those bins also without any additional charges
10. Further particulars can be obtained on application to the office of the Chief Engineer, Mormugao Port Trust A.O. Building, Headland, Sada, during the office hours.

11. The work involves Removal /Collecting of segregated/un- segregated garbage from designated dust bins and around, segregating, loading/unloading, Transporting and dumping/handing over the garbage at Municipal (MSW)solidwaste treatment plant site at Headland Sada or any other designated site at Headland- Sada or as directed.(garbage may include biodegradable/non-biodegradable materials like hard plastic materials (PVC) such as chappals, toys, plastic utensils, PVC pipe pieces, buckets etc. and other hard materials such as stones, wooden pieces, iron pieces etc. and carcasses of small animals, birds, etc.) from designated dust bins Baina, Vasco-da-Gama, Headland Sada, Bogda, Dock area and Mormugao Harbour as shown in **Schedule-I** .
12. Work also involves collecting, transporting and disposing off carcasses of dead animals. PLEASE NOTE THAT COLLECTED CARCASSES ARE NOT TO BE DUMPED AT SITE AT RANDOM BUT THEY SHOULD BE DISPOSED OFF FAR AWAY FROM COLONIES/RESIDENCES including burying.
13. The garbage has to be segregated and collected from dust bins and areas around shown in **Schedule –I**.
14. Garbage has to be collected daily six days in a week excluding Sundays for the period throughout the year.
15. The tenderer has to indicate in his offer the details of the vehicles, other equipment, the number of workers, supervisory staff which he proposes to deploy for the work. No person below the age of 18 years shall be engaged by the tenderer to carry out the operations under this contract.
16. The collection of the garbage should start at 07.00 hours in morning and should be completed by 17.00 hours on the same day. The collection of other material like debris and carcasses shall be as directed.
17. Before dumping of the garbage at the Dumping Site at Headland-Sada, the contractor/his supervisor has to report to Chief Engineer or his representative at Headland Maintenance Office about the compliance of the work and necessary entries will have to be made in the register which will be maintained by the department and contractor for the work.
18. Surprise/Random/Routine checks/inspections will be conducted by Chief Engineer or his representative/s for which the contractor/his supervisor has to be available as required by him. Any discrepancies, factual position/s noted during checks/inspections will be recorded in the register and will be jointly signed by the contractor/his supervisor and Chief Engineer or his authorized representative/s.
19. Non clearance of the garbage from even a single location/dust bin and areas around may be treated as non collection of garbage on the particular day and will be liable for penal charges as decided by the Chief Engineer) notwithstanding penalty as **laid down in clause below will be levied**.
20. **PENALTIES FOR NON EXECUTION OF WORK:** In case the garbage is not collected as specified to the entire satisfaction of the CHIEF ENGINEER, penalty @ Rs.500/- per garbage bin shall be levied on the contractor. This penalty amount for each day will be limited to maximum amount payable on any particular days where in penalties are imposed.

21. Besides proper equipment, the contractor has to provide suitable working gear to the staff deployed for this work, such as shoes/gum-boots, hand gloves, raincoats, breathing filter etc. in order to safeguard safety and health of the workers.
22. Washing and cleaning of the vehicles, equipment of the contractor in the Port premises will not be permitted.
23. The tenderer has to collect the garbage in the sequence/order and manner to be decided in consultation and approval by the Chief Engineer.
24. **MEASUREMENT**
The contractor after collection of garbage, debris and carcasses shall get the vehicle measured and recorded or official slips issued by Chief Engineer or his representative at the Headland Maintenance Office for the measurement and then transport it and dump at the MSW Site at Headland or as directed.
25. **EXPERIENCE**
Experience Certificate for having carried out such works and any other documentary details, which will establish the competency of the tenderer, should be enclosed alongwith tender.
26. **PERIOD OF CONTRACT**
The contract is for a period on **one year** and extendable further for a period at the discretion of the CHIEF ENGINEER if the services are found satisfactory.
27. **RATES/PRICES AND VALIDITY OF OFFER**
Price be quoted for collection, transportation and dumping of the garbage, debris and carcasses from all the areas in the port (including dust bins and areas around) **EVERY DAY, six days** in a week excluding **Sundays** and **Port Public Holidays**, however if it is required to be collected on a **Sunday**, the same will be informed and the Contractor shall arrange to get cleared the garbage at no extra cost.
28. All prices/rates as referred above should be inclusive of all taxes.
29. Offer must remain valid and firm for a period of 120 days from date of opening of the tender.
30. **NOTE:** In case the contractor fails to clear the garbage, the collection, transportation and dumping of the garbage will be done by the Port at his risk and cost from any point and areas around during the currency of the contract and payment will be deducted through running bills.
31. **LAW GOVERNING THE CONTRACT**
The contract shall be interpreted and have effect in accordance with law of India and no suit or other proceedings relating to this contract shall be filed or taken by the contractor in any court of law except in a court of competent jurisdiction in Goa.
32. **ENTRY PERMITS**
Free Gate Entry Permits will be issued to the contractor/staff/vehicle/s to enable him to carry out the work.

CHIEF ENGINEER



An ISO 9001:2015 PORT

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

TENDER NO.CE/30/2019

'Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).'

ADDITIONAL GENERAL CONDITIONS OF CONTRACT

- 1) The tender is on percentage rate basis. The quantities mentioned in the Scheduled of Quantities and Rates are only approximate and the Trustees are liable to pay for only such quantities of work as are actually executed.
- 2) The contractor shall insure plant, machinery and workers employed by him during execution of work and submit necessary policies to the Department.
- 3) (a) With out limiting his obligation and responsibilities under Clause 21 of G.C.C. (Vol. I) The contractor shall insure at his cost, in the joint names of the Board and the Contractor against all loss or damage from whatever cause arising (other than the /Excepted Risks) for which he is responsible under the terms of the contract and in such manner that the Board and contractor are covered during the period of operation of the works for any loss or damage occasioned by the contractor in the course of any operation carried out by him for the purpose of complying with his obligations under clause 45 of G. C. C. (Vol. I)
 - (i) The works and the temporary works to the full value of such works executed from time to time.
 - (ii) The materials, machinery / plants and equipment and other things brought on to the site by the contractor to the full value of such materials, machinery plant and other things.
- 4) Such insurance shall be effected with an insurer and if terms approved by the Board and the contractor shall whenever required produce to the Chief Engineer or the Chief Engineer's representatives the policy or policies of insurance and the receipts for the payment of the current premium provided always that without limiting his obligations and responsibilities as aforesaid nothing in the clause contained shall render the contractor liable to insure against the necessity for repair or construction of any work constructed with material or workmanship not in accordance with the requirement of the contract.
- 5) (a) Before commencing the execution of the works, the contractor but without limiting his obligations and responsibilities under clause 22 of G.C.C. (Vol. I) shall insure against any damage, loss or injury which may occur to any property (including that of the Board) or to any person (including any employee of the Board) by or arising of execution of the works or Temporary Works or in the carrying out of the contract otherwise than due to the matters referred to in the provision to clause 22(1) of G.C.C. (Vol. I).

- 5) (b) Such insurance shall be effected with an insurer and in terms approved by the Board and for at least the amount stated in the Tender and the contractor shall whenever required produce to the Chief Engineer or the Chief Engineer's representatives the policy or policies of insurance and the receipts for the payment of the current premium.
- 6) The contractor shall insure against accident, injury etc. to workmen with an insurer approved by the Board and shall continue such insurance during the whole of the time that any persons are employed by him on the works and shall when required produce to the Chief Engineer or the Chief Engineer's representatives such policy of insurance and the receipt for payment of the current premium. Provided always that in respect of any persons employed by any sub-contractor, the contractor's obligation to insure as aforesaid shall be satisfied if the sub-contractor shall have insured against the liability in respect of such persons in such manner that the Board is indemnified under the policy but the contractor shall require such sub-contractor to produce to the Chief Engineer or the Chief Engineer's representatives when required such policy of insurance and the receipt for payment of the current premium.
- 7) If the Contractor shall fail to effect and keep in force the insurance referred to in the above mentioned clauses hereof or any other insurance which he may be required to effect under the terms of the contract then and in any such case the Board may effect and keep in force any such insurance and pay such premium or premium as may be necessary for that purpose and from time to time deduct the amount so paid by the Board with interest as stated in Vol . I as aforesaid from any moneys due or which may become due to the contractor or recover the same as a debt due from the contractor.
- 8) **SUPPLY OF WATER:**
The contractor shall as far as practice having regard to the conditions, provide on the site to the satisfaction of the Chief Engineer's Representatives, adequate supply of drinking water and other water for the use of Contractor's Staff and Workmen etc.
- 9) **EPIDEMICS**
In the event of any outbreak illness of an epidemic nature, then contractor shall comply with and carry out such regulations, orders and requirements as may be made by the Government or the Local Medical or Sanitary' Authorities for the purpose of dealing and overcoming the same.
- 10) **DISORDERLY CONDUCT ETC:**
The Contractor shall, at all times, take all reasonable precautions to prevent any unlawful, riotous or disorderly conduct by or among his employees, officers or agents and for the preservation of peace and protection of persons and property on the neighbourhood of the works against the same.
- 11) **SAFETY DEVICES ETC:**
In partial modification of Clause No. 31 of the General Conditions of Contract, the contractor shall at his own expenses provide necessary safety devices such as safety footwear and gloves, helmets, safety belts, proper lights in night time in the premises etc for all working labour/employees etc. to the satisfaction of the Chief Engineer or his Assistants.
- 12) **ACCIDENTS:**
The contractor shall, within 24 hours of the occurrence of any accident at or about the site or in connection with the execution of the work, report such accidents to the Chief Engineer or his Representatives. The contractor shall also report such accidents to the concerned constituted authorities.

- 13) The tender is on Percentage Rate Basis and the Tenderers are required to fill the Schedule of Quantities and Rates as stated in Directions to Tenderers for filling in the Schedule of Quantities and Rates.
- 14) The contractor and his workers/agents shall be required to obtain from MPT and display a Photo Identity Card during entry, stay and exit from the Port Security Areas guarded by CISF personnel.
- 15) All applications for issuance of Photo Identity Cards shall be routed through the Chief Engineer, who shall forward the same to the Port's Traffic Department, whose pass section will issue the Photo Identity Card to the contractor or his agents at free of cost and the same shall be valid for the duration for the contract or a period of one year, whichever is less.
- 16) No temporary structures / sheds, which are constructed to house the contractor's office/store/labour hutment's, shall be permitted to be retained after the Contract period.
- 17) The portion of Security Deposit due for refund in accordance with the conditions of contract, after successful completion of defect liability period.
- 18) All the debris/kutchra etc. (Except the items to be handed over to the Department as mentioned in the Schedule of Quantities and Rates) arising out of this work shall become the property of the contractors and they shall make necessary arrangements to dispose it off at no extra cost to Port Trust. The debris / kutchra etc. shall not be dumped in Port Trust estate. If any of Port Trust debris / kutchra etc. is found dumped in MPT estate, a fine of **Rs. 5000/-** per lorry load will be recovered from the contractor.
- 19) In case of excess under any item, the contractor should bring it to the notice of the concerned Chief Engineer well in time to enable him obtain necessary sanction.
- 20) Further to the provisions in the General Conditions of Contract, upon the Chief Engineer certifying that in this opinion, the contractor, after receiving from the Chief Engineer, a written notice,
1. Has suspended progress on any portion or items of the works for seven days, or
 2. Has failed to make proper progress on any portion or items of the works for seven days, or
 3. Has failed to complete any portion or items of the works by the time specified by the Chief Engineer or
 4. Has failed to remove from the site for seven days, material which have been condemned and rejected, or
 5. Has failed to pull down within seven days and rebuild within the time stipulated by the Chief Engineer works which have-been condemned and rejected, or
 6. Has failed to give to the Chief Engineer or his representatives proper facilities for inspecting the works or any part thereof for three days, or
- In such cases, additional expenditure incurred, if any by the Trustees over and above that which would have been incurred by them had above works been carried out by the contractors under the terms of this contract shall be paid by the contractor to the Mormugao Port Trust. The Trustees reserves their right to recover their additional expenditure from the moneys payable to the contractor or from deposits or such amounts that may have been lodged by the contractor with the Mormugao Port Trust for due performance of the contract under these presents. The Trustees further reserve their right to recover such additional expenditure from the moneys payable to the contractor for any other contract or transactions of any nature whatsoever existing between the Trustees and the contractors

21) VALUATION OF EXTRA ITEMS OF WORKS & VALUATION OF ADDITIONS AND ALTERATIONS TO THE TENDER ITEMS

(A) VALUATION OF EXTRA ITEMS OF WORKS

The rates of extra items of work not contained in the Schedule of Quantities and Rates, shall be fixed only on the following basis:

- a) from similar items, if such items exist in the tender, or
- b) from any comparable item, if such item exists in the tender.

If (a) and (b) are not available then,

(c) from MPT's SOR / Rate Analysis and using current costs of labour and materials and with allowance of 10% on direct costs towards the contractor's profit and overhead.

If (a), (b) and (c) are not available then,

(d) from actual direct cost of labour and materials consumed and with allowance of 10% towards contractor's profit and overhead.

(In such cases, rates of labour and materials and hired charge of hired plant shall be supported by vouchers). Rates of labour and material and hired charges for plant owned by the contractor shall be fixed by the Chief Engineer.

(B) VALUATION OF ADDITIONS AND ALTERATIONS TO THE TENDER ITEMS:

In the event of any modification in the work being effected in the items of work covered in the Schedule of Quantities and Rates with the prior approval of the Chief Engineer in such cases, only such modified items of work shall be revalued on the basis of MPT Rate Analysis pertaining to that item of work. If the modification is effected by the contractor without prior approval of the Chief Engineer, then the Chief Engineer will be at liberty to reject the same. However, in the event of Chief Engineer's acceptance on such work, the same will be re-valued on foregoing basis but the rate arrived at will be reduced by 10%.

22) **MODE OF PAYMENT:**

The procedure for preparation and settlement of contractor's bills will be as per measurements.

- (i) Minimum value of Interim Certificate value is Rs.3.0 Lakhs and the same may be payable after submission of bill along with four copies (enclosed with ESI, EPF, MR, Wage register etc), on joint record (Undisputed bills) will be paid within 20 working days through SAP from the date of submission of bill by the Contractor, except final bill.
- (ii) The amount of any bill can be adjusted against dues to Mormugao Port Trust on any other dealings with the Mormugao Port Trust.
- (iii) **Retention Money** will be recovered through the bills at the rate of 10% of the amount certified in each bill, till an amount equivalent of 10% of the contract Price is accumulated.

23) **FACILITIES FOR WORKERS OF OTHER AGENCIES:**

Contractor shall take care to see that his work does not, in any way, hamper the concurrent progress of works of the other agencies in and around the existing site of work, laying of cables or any other work, which will be awarded during currency of this contract. The contractor, shall accord all facilities to various agencies / contractors such as place for storing their material place for site office, etc. in consultation with the site Engineer and carry out his activities in close co-ordination with all agencies.

24. The contractor shall have EPF and ESIC Registration No. of the firm and shall contribute towards Employees Provident Fund (EPF) and submit the copy of the same along with the details in the prescribed format while submitting bills.
25. The work shall be carried out without disturbing the occupants of the building and if any other operation of Port or other agencies working in the area.
- 2.6 Tenderers are advised to inspect and ascertain themselves the nature and the extent of work involved and also obtain all clarifications they may require before filing in the tender.
27. Tenderer are to submit the all the relevant documents to fulfil the eligibility criteria stipulated in the tender along with the signed tender copy.
28. Rates and prices to be inclusive.
The rates entered in the Schedule of Quantities by the contractor shall include the provision of all supporting special equipment/safety equipments, labour of required skill, supervision, materials, erection, overheads and profits, watch and ward, insurance charges, during execution and every incidental and contingent costs and charges, whatsoever, including income tax, sales tax on works contracts, but excluding service tax if any etc. for compliance with conditions of contract and specification.
- 29.. The Tenderer will be deemed to have ascertained themselves to the extent and nature of the works involved, the various constraints and high degree of skill involved in the works.
30. The Contractor's staff shall be fully experienced in the painting works and works to be carried in smooth and without paint stains leaving on the floor as well as on the wall.
31. It shall be specifically noted that the contractor is expected to mobilize the required equipment and experienced work force required to execute and complete the entire work included in the contract well within the stipulated period,.
32. As a statutory requirement, the contractor shall take all measures of safety against fire hazard and electrocution and provide the necessary safety gears to all your labourers to safeguard from any accident.
33. The tender shall be without conditions or variations. If any conditions are to be stipulated by the tenderer the same should be written, put in a separate sealed cover and submitted super scribing the name of work and name of tenderer. If any conditions stipulated by the tender are found in single cover containing tender documents (Volume I & II) the same will not be considered and treated as withdrawn by the tenderer.
34. The tenderer shall inspect the site and fully study the work-involved vis-a-vis the quantity and specification etc. before tendering for the work.
35. Any damage to the property of port should be made good or compensated by the contractor.
36. After completion of the day's work/contract period the contractor shall clean and clear the work site to the satisfaction of the Chief Engineer or his site representative and submit the necessary report to Asst. Executive Engineer.

37. The contractor has to execute an agreement with the Port as per tender. The stamp paper and other expenditure incurred by us for preparation of the agreement will be recovered from contractor's bill.
38. Before commencing the work on site, contractor has to take requisite permission from the Labour Enforcement Officer, Labour Commissioner, municipality, other local agencies/ authorities etc. and also required to furnish monthly returns about the number of employees employed for the works.
39. The special instructions given above shall prevail over those stipulated elsewhere in the tender documents forming part of the contractor.

CHIEF ENGINEER



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MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO.CE/30/2019

APPENDIX-I

“Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).”

PARTICULARS .

S.N.	Particulars	Details
1.	Amount of Security Deposit and time	EMD to be converted as SD ,till successful completion/ defect liability period
	Period for commencement from the Chief Engineer's orders to commence.	Within three days
3.	Time of Completion	12 (Twelve) Months.
4.	Amount of liquidated damages.	Calculated at 0.5% value of the contract per week of seven days, or part thereof subject to a ceiling of 5% value of the contract.
5.	Period of maintenance.	Nil
6.	Percentage of retention from each running account bill	10%. Of bill value to be retained from the running bills and to be released on successful completion/defect liability period.
7.	Limit of Retention Money	10% value of the contract.
8.	Total Security Deposit and Retention Money.	EMD +10% value of the contract.
9.	Minimum amount of interim Certificate.	Rs.2,00,000/-
10.	Time within which payment to be made after contractor's submission of the bill.	100% within 10 days of submission of bill in quadruplicate with Engineers certification.
11.	Mobilisation advance	Not applicable to this contract.
12.	Interest rate on Mobilization advance	Not applicable to this contract.

S.N.	Particulars	Details
13.	Mode of recovery of Mobilization advance	Not applicable to this contract
14.	Variation in price of labour and materials (Escalation)	Not applicable to this contract
15.	Arbitration	Not applicable to this contract
16.	Minimum amount of third party insurance	5% of the tender amount

Dated this _____ day of _____ 2019
Signature _____ in the capacity of _____
_____ duly authorized to sign tender for and on behalf of _____.

(IN BLOCK LETTERS)

Tenderer Name and Address: _____

Witness: _____

Occupation: _____



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MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT
TENDER NO.CE/30/2019

“Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).”

SCHEDULE-I
SHOWING THE LOCATIONS OF THE DUST BINS IN PORT AREAS
(FOR REFERENCE ONLY)

SR.NO. LOCATION OF DUST BINS/ GARBAGE BINS/STACKED GARBAGE HEAPS ETC.

1. NEW ADMINISTRATIVE BLDG,SADA. (ALONG COMPOUND OUTSIDE.)
2. NEW ADMINISTRATIVE BLDG,SADA. (INSIDE & OUTSIDE THE COMPOUND)
- 3 GUEST HOUSE
4. ASHADEEP SCHOOL, HEADLAND SADA.
- 5.. DEEPAVIHAR PRIMARY & HIGHER SECONDARY SCHOOL
6. DEEPAVIHAR SECONDARY SCHOOL.
7. SIGNAL STATION AND AREA AROUND
8. TRAINING CENTRE, NEAR A.O BLDG.
- 9 ATM(S)'S OFFICE AND WORKSHOP/HARBOUR
- 10 CANTEEN AT OLD CME's OFFICE
- 11 MPT CENTRAL FIRE STATION, JETTY
- 12 BERTH NO 9
- 13 C.C.P.
- 14 NEAR SULABH COMPLEX AT MOHP
- 15 MOHP-CANTEEN NEAR RECEIVING OFFICE
- 16 MOHP- RECEIVING OFFICE
- 17 BERTH No.10, NEAR WHARF SUPERINTENDENT'S. OFFICE/MOHP.
- 18 FIRST AID POST (MOHP)
- 19..BETWEEN FIRST AID POST –MOHP AND POWER SUB-STATION OF GOVT. OF GOA.
- 20.LAUNCH JETTY
- 21.CONTAINER YARD NEAR BERTH NO 10
- 22.BERTH NO.11
- 23.BERTH NO.11 POWERHOUSE AREA, NEAR IOC COMPOUND
- 24.GCB AREA AND GCB CANTEEN
- 25.GATE NO.9
26. OFFICE OF MATERIALS MANAGER
- 27.METALLIC TYPE DUST BINS PLACED IN AND AROUND RECEIVING SITE OFFICE AND NEAR UNLOADER
- 28 .ELC WORKSHOP CME

- 29. BERTH NO.8
- 30. METALLIC TYPE DUSTBINS PLACED NEAR SHIPPING AREA
- 31. SEWERAGE TREATMENT PLANT, NEAR JAPANESE GARDEN
- 32. OLD PRIMARY HEALTH CENTRE, SADA
- 33. MAINTENANCE SITE OFFICE (ELECT), HEADLAND AND
- 34. CONSUMERS SOCIETY, HEADLAND.
- 35. POST OFFICE, KITCHEN MATE, BABASAHEB AMBEDKAR
VOCATIONAL CENTRE
- 36. BACHELORS QUARTERS, CANTEENS AND BANK OF INDIA HL.
HOD ENCLAVE AT HEADLAND.
- 37. MAINTENANCE SITE OFFICE (CIVIL), HEADLAND .
- 38. CISF MESS
- 39. CISF BARRECKS
- 40. CHLD BOOKING OFFICE, JETTY
- 41. OFFICERS CLUB, SADA
- 42. MPT HOSPITAL, HEADLAND
- 43. BAINA WORKSHOP, CME
- 44. BAINA WORKSHOP, CANTEEN
- 45. MM STORES AREA
- 46. CHILDREN'S PARK, MPT COLONY, HEADLAND
- 47. PORT INSTITUTE, VASCO.
- 48. Any other Port areas not mentioned above.

Note:

1. **Any addition/deduction of dustbins will form part of the work and have to be cleared by the contractor on daily basis.**
2. **Debris will have to be collected from entire Port areas as directed.**



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MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT
e-TENDER NO.CE/30 /2019

“Removal of garbage from MPT estate and transporting to Muni (MSW) treatment site at Sada for the period of one year -(2019-2020).”

FORM OF TENDER

The Chief Engineer,
Mormugao Port Trust.
Headland Sada, Goa

1.I/We _____ do hereby offer to execute the work comprised in the annexed Tender Notice **“Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).”**

1. 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. at the percentage 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 12 months from the date of receipt of work order. I/We also agree that this tender will remain open for acceptance until disposed off 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 e-payment/Demand Draft/Cash 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.
3. 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 also, agree if awarded the contract that the earnest money lodged with this tender will be retained by the Trustees towards part of the Security Deposit and to deduct further 10% of contract value as retention money.
6. I/We further agree, if awarded the contract, to lodge the Retention Money equivalent to 10% of the contract price of my/our tender by way of deductions from my/our bills at the rate of 10% of the gross value of work certified in each bill till the amount of 10% of the contract price is accumulated.
7. I/we agree to abide by this tender to be valid for the period of 120 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.
8. I/we hereby certify that my / our registration certificate under the 'Goa Sales Tax' 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.
9. I/We hereby agree for deduction of 5% of gross value of work certified in each bill from the amount payable to me/us towards Works Contract Tax(WCST) and VAT/Education Cess or any other taxes applicable.
10. I/We have inspected the site and I am/We are fully aware of the work to be carried while tendering for the contract and shall comply with all terms and conditions including statutory compliance of the contract.
11. *(A) Mine is a proprietary firm and I am the sole proprietor of the firm. My firm is/is not registered with Registrar of firms.
 Name: _____
 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
12. 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.

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.

13. The Bank's Guarantee referred to in Para No.5 above will be from
** _____

14. I/We am/are registered for the purpose of Goa Sales Tax Act and my/our registration Certificate No. is _____

15. The name and address of our Banker is ** _____

16. 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.

17. "I have read and understood the General Conditions and Specification of the work which are printed in Volume -I supplied to me by the Department which will form a part of tender and this shall remain binding on me".

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

- a) Organization Chart/List of staff to be deployed on the job
- b) List of similar works carried out by me /us.
- c) List and description of main plant and equipments proposed to be used on this work.

NAME AND ADDRESS OF TENDERER:-

SIGNATURE OF TENDERER

Witness: - _____

Date: _____ Day of _____ 2019

Witness: - _____

Witness: - _____

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

**** Here the Name of the Bank should be stated.**

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.

Annexure-1
(To be uploaded online)
SPECIMEN FORMAT FOR DECLARATION
(To be executed on bidder's letter head)

To
The Chief Engineer
Mormugao Port Trust
Headland, Sda

Sub: E-Tender No. CE/ 30 /'Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).'

The undersigned, having studied the pre-qualification submission for the above mentioned project, hereby states:

- (a) The information furnished in our bid is true and accurate to the best of my knowledge.
- (b) That in case of being pre-qualified, we acknowledge that the Employer may invite us to participate in due time for the submission of a tender on the basis of provisions made in the tender documents to follow.
- (c) When the call for tenders is issued, if the legal, technical or financial conditions, or the contractual capacity of the firm or joint venture changes, we commit ourselves to inform you and acknowledge your sole right to review the pre-qualification made.
- (d) We enclose all the required pre-qualification data format and all other documents and supplementary Information required for there-qualification evaluation.
- (e) We also state that no changes have been made by us in the downloaded tender documents and also understand that in the event of any discrepancies observed, the printed tender document No. _____ is full and final for all legal / contractual obligations [delete if not required].

Date:

Place:

Name of the applicant:
Represented by (Name & capacity):



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MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO.CE/30 /2019

“Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).”

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	AAALMO293P
Name & Mobile Number of responsible person	MILIND DESSAI / 9823082682 milind.desai@mptgoa.com
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.com



MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT
e-TENDER NO.CE/30/2018

Name of work: “Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).”

BIDDERS PROFILE TO BE FILLED THE TENDERER

1.	Name of Firm /Individual and registered address			
2	TelephoneNumbers Office : Residence : Mobile : FAX :			
3.	Whether it is sole Propertitary or partenship/private limited company			
4	Name of sole proprietor /name of the partners /name of directors(Please attach attested copies of documents of registration /incorporation of your firmwith competent authorityas required by business law			
5	Name of the person authorized to enter into and execute contract agreement and the capacity in which he is authorised			
6	GST Registration No.(pl attach copy of GST Number/Registration			
7	EPF Registration No. . (pl attach copy of valid EPF registration certificate			
8	ESI Registration No. . (pl attach copy of valid ESI registration certificate			
9	Permamnent Account No. of income tax (pl attach copy of PAN card			
10	Banker of the firm, branch ,account type and Number,IFSC code ,MICR code			
11	Whether your firm has ever been blacklisted ;if so give details			
12	Tenderers experience certificate and date(please attach self attested copies of experience certificate			
a	Name of firm /office	Experience certificate No. and date (w.o./P.O& completion certificate self attested copies to be attached)copies)	Period of work done	Amount of work done

Signature of bidder



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ENGINEERING (CIVIL) DEPARTMENT
e-TENDER NO.CE/30/2019

“Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).”

SCOPE OF WORK

1. Removal of segregated/ unsegregated wet and dry garbage ,carcasses of birds, cats etc. From dustbins and its surroundings from inside Port/ berth areas, Port institute ,administrative complex and other specified areas as directed including segregation, loading, unloading, transportation to Municipal(MSW) treatment site at Sada or any other designated areas as directed etc.. All tools, plant, labour and material etc. complete
2. Removal, Transportation & disposal of carcasses of adult dogs/ cow etc. Located within Port areas as directed. All tools, plant, labour and material etc. complete.

CHIEF ENGINEER



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MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO. CE/30/2019

““Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).”

**DIRECTIONS TO TENDERERS FOR FILLING
THE SCHEDULE OF QUANTITIES & RATES.**

1. Tenderers are required to fill in their percentage rate as per the price bid format in excel sheet and in the allotted space only .
2. Tenderers are required to fill in their percentage rate at the end of the Schedule of Quantities & Rates, in the space provided for the purpose and unless this is done, their tender will not be considered. Only one percentage rate on all Rates of Schedule of Quantities & Rates shall be named.
- 3.. The Percentage Rate inserted shall hold good for all works under this . contract, without reference to quantity or location of the work or the variation in the estimated quantity.
4. Quantity of each item of work mentioned in the Schedule, should be noted and the item rate worked out carefully, having regard to the scope & specifications, additional special instructions and schedule of garden/horticulture maintenance before submitting the tender, as no variation in rates etc. will be allowed on any ground such as mistake or misunderstanding etc. after the tender has been submitted. The percentage rate, above or below the Schedule/Estimated rate, indicated at the end of the Schedule of Quantities & Rates, will apply to each item, of the tender and any excess in the item that may be directed to be executed by the Chief Engineer.
- 5.. Tenderers are requested to note that though the contract is for item rate, they are required to add or deduct the amount due to this percentage, as the case may be and work out the final figures(amount of their tenders), at the end of the Schedule of Quantities & Rates.
6. The item Rate should be legibly written in figures as well as in words, in the space provided for Erasures or corrections in figures or in words, without Tenderers initials, will render the tender liable for rejection.
- 7.Quoted Amount is inclusive of all taxes (except GST) .GST has to be claimed extra as applicable while Submitting the bill/bills

CHIEF ENGINEER



AN ISO 9001:2015 PORT

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO.CE/30 /2019

“Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).”

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. HSN/SAC Codes : _____
16. CST Registration Number : _____
17. Employee Provident Fund (EPF) :
Registration Number : _____
18. EmployeeState Insurance Scheme :
(ESIS) Registration Number : _____
19. IFSC Code : _____



MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO.CE/30 /2019

“Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).”

PROFORMA FOR GST DETAILS

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	Provisional ID	30AAALM0293P1ZY	
10	GST No.	30AAALM0293P1ZY	
11	PPOB (Principal Place of Business) or APOB (Additional Place of Business)	PPOB	
12	Reason for Non Registration (Turnover Limit / Non Taxable Supply / Other Reason)	NA (Registered Under GST)	
13	Type of Customer (Manufacturer/Trader/Importer/Depot/Service Provider/Works Contractor/Principal/Consumer)	Service Provider	
14	Whether Falling under SEZ unit or Developer? (Yes or No)	No.	
15	Whether B2B or B2c (B= Business & C= Customer)	B2B	

16	Whether Opted for Composition Lavy Scheme? (Yes or No)	No.	
17	Whether falling under casual taxable person as per Section 2(20) of CGST Act,2017 (yes or No)	No.	
18	Whether falling under Non Resident taxable person as per section 2(77) of CGST Act,2017 ? (Yes or No)	No.	
19	Central Excise Registration No.	--	
20	Service Tax Registration No.	AAALM0293PST001	
21	VAT – TIN	30181201096	
22	CST – TIN	V/CST/1683	
23	IEC	1706000073	
24	Contact Details :		
	Name	Shri.AnantChodnekar	
	Designation	Sr. Dy.CAO	
	Phone No.	0832-2521132	
	E-mail	facao@mptgoa.com anant.chodnekar@mptgoa.com	

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

Place
Date

Signature
(Name: _____)

BOQ FOR VIEW ONLY

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT
e-TENDER NO.CE/30 /2019

“Removal of garbage from MPT estate and transporting to Municipal (MSW) treatment site at Sada for the period of one year -(2019-2020).”

SCHEDULE OF QUANTITIES AND RATES

Sr No	Description of work	Unit	Qty	Rate	Total Amount Rs. Ps.
				Rs. Ps	
1	Removal of segregated/ unsegregated wet and dry garbage ,carcasses of birds, cats etc. From dustbins and its surroundings from inside Port/ berth areas, Port institute ,administrative complex and other specified areas as directed including segregation, loading, unloading, transportation to Municipal(MSW) treatment site at Sada or any other designated areas as directed etc.. All tools, plant, labour and material etc. complete	CuM	5040.00	185.33	934063.20
2	Removal, Transportation & disposal of carcasses of adult dogs/ cow etc. Located within Port areas as directed. All tools, plant, labour and material etc. complete.				
a	For carcasses of dogs/ goats and other small animals ..etc complete.	No	100.00	237.60	23760.00
b	For carcasses of large animals like cows etc. complete	No.	15.00	1584.00	23760.00

Total 981583.20

TOTAL AMOUNT OF TENDER excluding GST = “A” = Rs.9,81,583.20