



AN ISO 9001:2015 PORT

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT.

QUOTATION NOTICE

QUOTATION NO. CE/Q-49 /2017

Sealed PERCENTAGE rate quotations are invited from contractors registered with Engineering (Civil) Department of Mormugao Port Trust for undertaking the work of **“Modification to the aluminium window balcony on third floor & miscellaneous works in the Server room of Signal station at Headland.”**

Cost of quotation	: ---
Earnest Money Deposit	: Rs.2150/-
Estimated cost of work	: Rs.1,06,750/-
Time limit of completion	: 30 days.

The quotation form can be obtained from the office of the Chief Engineer, Mormugao Port Trust, Headland Sada, during office hours from **20.10.2017 to 27.10.2017, free of cost.** Volume I comprising of Instruction to Tenderers, General and Special Conditions, General Specifications etc. of Mormugao Port Trust will be considered as part of Quotation Form. The interested firms may alternatively download the quotation from the Mormugao Port Trust web site <http://www.mptgoa.com>

G.S.T. registration for the bidder is mandatory. Bidder has to enclose attested copy of the G.S.T. Registration along with the tender. Service Tax has to be claimed extra as applicable while submitting the bill/bills. Tenderer should comply with all regulations of EPF, ESI, ALC, etc. No bill will be forwarded if the above regulations are not followed.

Quotation shall be accompanied by Earnest Money Deposit of **Rs.2150/-** either deposited with FA&CAO Mormugao Port Trust in Cash or enclosed Demand draft. Quotation without Earnest Money Deposit in the stipulated form will not be considered.

Quotation duly completed should reach the office of the Chief Engineer, Mormugao Port Trust, Headland Sada by **15.00** hours on **27/10/2017** and they will be opened at **15.30** hours on the same day in the presence of such quoters as may wish to be present.

The Port Trust reserves the right to reject any or all the quotations without assigning any reasons thereof.

CHIEF ENGINEER

Headland Sada.

Date :-



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Name of work: “Modification to the aluminium window balcony on third floor & miscellaneous works in the Server room of Signal station at Headland.”

Particulars

Clause of G.C.

1.	Amount of security and time.	11(1)	EMD to be converted as SD and to be released after defect liability period
2	Period for commencement from the chief engineer's order to commence.	38	7 days
3	Time of completion	40	30 days
4	Amount of liquidated damages	43	Calculated at 0.5% value of the contract per week of seven days or part thereof subject to a ceiling of 5 % value of contract
5	Free maintenance period.	45(1)	12 months
6	Percentage of retention money from each running account bill/final bill.	54(1)	10%
7	Limit of Retention money	54(1)	10% value of the contract
8	Total security deposit and Retention Money.	11(1) 54(1)	EMD plus 10% value of the contract
9	Minimum amount of Interim certificate.	54(1)	First and final

SIGNATURE OF THE QUOTER



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ADDITIONAL SPECIAL INSTRUCTIONS

1. The work shall be carried without disturbing the operation of Port or other agencies working in the area.
2. All materials bought for use shall be stored properly in a store room, to be built by contractor at his cost. Register of account of materials be maintained at site.
3. The Plant/machinery/craft and workman shall be insured during the work and receipts of payment made towards premiums shall be submitted to the Chief Engineer.
4. The Plant/machinery required during the maintenance period shall be arranged by the contractor during the maintenance period at his own cost.
5. The Quoter shall also assess and include the cost of materials, labour, tools and plant and machinery/equipment for the maintenance works that may be required to be carried out by him during the free maintenance period.
6. Quoters are advised to go through the Schedule of Quantities and Rates and sequence of work before submission of the quotation. They are also advised to inspect the site, ascertain for themselves the nature and the extent of work involved and also obtain all clarifications they may require before filling in the quotation.
7. Quoters are required to sign with date the Schedule of quantities and Rates and the form of Quotation and fill in all the particulars and details called for therein. Unsigned quotations, without the details called for are liable for rejection.

8. Measurements

The quantities provided for in the Schedule of Quantities and Rates are only approximate and are given to provide a common basis for tendering. The actual quantity may differ from those provided for in the Schedule in view of the complexity of the work and there is no claim will be entertained in case of any variation in the quantity. Payments will be made according to the actual quantities of work ordered and carried out, jointly measured by the representative of Chief Engineer and the contractor payments will be made as per the item unit rate basis for the entire work. However, in case of defects/ improper execution of work, penalty will be imposed in the final bill amount payable upon approval of competent Authority.

9. 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, 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, excluding G.S.T. if any for compliance with conditions of contract and specification. The G.S.T. will be paid extra as applicable which shall be claimed along with the Bill.

10. The specifications are intended to cover the execution of all works, necessary to complete the works, with all materials of accepted standards, as specified in the contract.

11. Method of Measurement

General

Unless stated or billed otherwise, all quantities shall be `net` as they finished and provided in the work. The rates and prices shall include all allowances towards wastage of materials required for use in the work.

12. The quotations 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.

13. Time is the essence of contract and the entire work should be completed within a period of 30 days as specified in the schedule. The Quoter shall also submit detailed programme for the timely completion of work giving details of gangs/labour/material supply/plant and machinery etc. taking into account the limited time schedule provided.

14. The Contractor`s supervisory staff shall be fully experienced in the type of work to be carried out under their supervision.
15. The contractor shall insure plant, machinery and workers employed by him during execution of work and submit necessary insurance policies to the Department.
16. If the work has to be carried out beyond normal working hours and during night time approval in advance for the working has to be obtained from the Chief Engineer. Overtime charges of the departmental supervisory staff has to be borne by the `Contractor`
17. It shall be specifically noted that the contractor is expected to mobilize the required equipments and work force required to complete the entire work included in the contract well within the stipulated period.
18. As a statutory requirement, the contractor shall take all measures of safety against fire hazard and electrocution at site as follows:-
 - a) All temporary electric supply connections will be carried out with correct sizes of wires/cables and fuses and other safety devices as required under Electricity Rules in consultation with us.
 - b) One bucket full of water and sand shall be kept at the work spot. A Portable fire extinguisher shall also be kept at the work spot.
19. Quotations with conditions will be out rightly rejected.
20. The Quoter shall inspect the site and fully study the work involved vis-à-vis the quantity and specifications etc. before quoting for the work.
21. Any damage to the property of Port should be made good or compensated by the contractor.
22. After completion of days work/contract period the contractor shall clean, clear the work site to the satisfaction of the Chief Engineer or his site representative.
23. Permission for working beyond the normal working hours of the Port or on Sundays and Public Holidays as stipulated under clause No.42 of General Conditions of Contract, (in the printed booklet)in volume-I of the tender document will be given to the contractor subject to his agreeing to bear the cost of overtime, if any, which may have to be paid to the Port`s supervisory staff.

24. 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`
25. All applications for issuance of Photo Identity Card 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 agent free of cost the same shall be valid for the duration of the contract or a period of one Year, whichever is less.
26. Subject to the availability, land for construction of temporary sheds/stores /labour hutment's etc. will be given to the contractor in Port areas at Headland, Sada. The contractor shall clear away all the temporary structures built within a period of fourteen days after completion of the work and leave the whole of the site clean to the satisfaction of the Chief Engineer.
27. Lease rent shall be charged to the contractors for the area allotted for construction of their temporary sheds for site office/store/labour hutments required in the contract works. The license fee shall be as per Port's scale of Rates.
28. No temporary structures/sheds which are constructed to house the Contractor's office/store/labour hutments shall be permitted to be retained during the period of maintenance.
29. All the materials to be used in the structure shall be conforming to relevant ISI specification or as specified in the Tender Schedule .Contractor shall undertake laboratory test as specified in the relevant ISI the discretion of Chief Engineer and only approved materials /approved brand of materials shall be used.
30. In case the contractor fails to vacate the port premises allotted to him or site office within the stipulated period after the completion of the work, the Board shall have right to debar such defaulting contractors for future contracts of the Board by blacklisting him and shall also be charged penal lease rental at the prescribed rate.
31. Hot work permit will have to obtain whenever required as directed.
32. Free maintenance period is for 12 months.
33. Security Deposit which is EMD plus 10 % Retention Money (deducted from the bills) shall be refunded to the contractor only after successful liability Period (Free Maintenance period.)

EXECUTIVE ENGINEER (Headland)



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QUOTATION NO: CE/Q-49/2017

Name of Work: “Modification to the aluminium window balcony on third floor & miscellaneous works in the Server room of Signal station at Headland.”

SCOPE OF WORK

The work put to the tender broadly comprises of the following items.

1. Dismantling of sliding aluminium window balcony (approx.12.50 m²) etc. complete
2. Providing and fixing aluminium framed partition powder coated to black etc complete
3. Providing & fixing in position aluminium powder coated to black sliding windows of approved manufacturer to suit two track sliding etc. complete.
4. Providing and fixing in position aluminium (powder coated to black) louvered ventilator with glass louvers etc. complete
5. Supply of Automatic door closer 'Universal' 65 of 'Everite' EDC 1103 including fixing. etc. complete.
6. Providing scaffolding externally for the Signal station bldg. (only one face of building to be utilised for all works) approx. 10m length and 15m height etc. complete

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SCHEDULE OF QUANTITIES AND RATES

Sr. No	Description of work	Unit of Qty. in words	Approx . Qty.	Rate in Fig/ words	Amount (RS)
1.	2.	3	4.	5.	6.
1	Dismantling of sliding aluminium window balcony (approx.12.50 m ²) without damage to the walls and other machineries etc. including removal of frames members etc. and taking away the retrieved material and giving credit to the Port. All labour & material etc. complete.	LS	1.00	105.00	105.00
2	Providing and fixing aluminium framed partition powder coated to black (using rectangular tube of size 63.5mm x 38.1mm X1.2mm thick with intermediate horizontal member at 1.2m level and vertical member to be equally spaced so as to distance shall not exceed 1.15mt or as directed to suit site conditions. The aluminium sections shall have matti wood fixed on inside periphery of size 25mm X 25mm fixed to the aluminium section using screws of appropriate size, Plain glass of 5mm thick to be provided and fixed to the aluminium section using powder coated aluminium angle of size 20mm X 20mmX 16swg on both faces of glass using screws of appropriate size. Rate shall include powder coating, wastage, cutting, fixing, providing necessary cleats, using self-tapping screws. All tools, plants, labour and materials etc. complete.	SQM	9.00	4683.00	42147.00

3	<p>Providing & fixing in position aluminium powder coated to black sliding windows of approved manufacturer to suit two track sliding, using best quality standard extruded aluminium sections (manufactured to relevant I.S. specification) without horizontal glazing bars, glazed with 5.5mm thick sheet glass fixing to RCC column/masonry with lugs of 16mm x 3.15mm x 10cm long or any other approved size embedded in C.C. (1:3:6) blocks of appropriate size incl. necessary bolting devices, handles, locking arrangements, fixing clips, metal putty, PVC/Rubber beading etc.</p> <p>All tools, plants, labour and materials etc. complete.</p>	SQM	2.00	5904.00	11808.00
4	<p>Providing and fixing in position aluminium (powder coated to black) louvered ventilator with glass louvers including fixing aluminium mesh with aluminium Patti over top with all screws washers etc. to prevent entry of birds etc. . All labour & material, tools and plant etc. complete.</p>	SQM	2.00	5774.00	11548.00
5	<p>Supply& fixing the of Automatic door closer 'Universal' 65 of 'Everite' EDC 1103 or'DUKE' EDC 1107 as directed including necessary screws, washers etc. All Labour & material etc. complete.</p>	EACH	2.00	1804.00	3608.00
6	<p>Providing scaffolding externally for the Signal station bldg. (only one face of building to be utilised for all works) approx. 10m length and 15m height with H frames , cross bracing walkways, jack props including all safety equipments ,transportation and removing the same after completion of the work and shifting with all labour tools ,plant etc.. Complete. (appox. for 15 days). Note: No extra payment will be done if the period exceeds 15 days period. All Labour & material etc. complete.</p>	LS	1.00	37534.00	37534.00

Total"(A)"Rs.1,06,750.00

Quotation No.CE/Q-49 /2017

Name of Work: "Modification to the aluminium window balcony on third floor & miscellaneous works in the Server room of Signal station at Headland."

'A' Total Amount of Quotation excluding GST = "A" Rs.1,06750.00

1. ADD _____% (In figures)

In words _____

Over the above amount at "A" i.e Rs 1,06,750 = Rs: _____

OR

2. DEDUCT _____ % (IN FIGURES)

In words _____

From the above amount at "A" i.e Rs1,06,750 = Rs: _____

'B' Total Quoted Tender Amount exclusive of GST

In Figure - = Rs: _____

InWords Rupees _____

_____ Only.

NOTES:

- 1.Tenderers should score either "ADD "or "DEDUCT" as the case may be.
- 2.Tenderers are advised in their own interest to inspect the site before tendering.
- 3.The quantities given above in the schedule of Quantities and Rates are approximate and are furnished for the guidance of the tenderers.

Witness's
Signature: _____
Name : _____
Address: _____

Bidder's
Signature: _____
Name: _____
Address: _____

Tel No:
MobileNo:
Date:

Tel No:
Mobile No:
Date:

Quotation No.CE/Q-49 /2017

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 Tax Registration Code : _____
15. CST Registration Number : _____
16. Employee Provident Fund (EPF)
Registration Number : _____
17. Employee State Insurance Scheme
(ESIS) Registration Number : _____
18. IFSC Code : _____

PROFORMA FOR GST DETAILS
Quotation No. CE/Q-49 /2017

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.Anant Chodnekar	
	Designation	Sr. Dy.CAO	
	Phone No.	0832-2521132	
	E-mail	facao@mptgoa.com anant.chodnekar@mptgoa.com m	

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

Place
Date

Signature
(Name: _____)