



An ISO 9001:2015 PORT

**MORMUGAO PORT TRUST  
ENGINEERING CIVIL DEPARTMENT**

**Tender Document**

**e-TENDER No. CE/15 /2019**

**First cover**

(Technical bid)

**“Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

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

**Telephone No.08322521160  
Fax No.2521165**

**Website:**

<https://www.mptgoa.gov.in>

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

**Email: [mqptce@gmail.com](mailto:mqptce@gmail.com)**

**Due date of opening at 15.30 hrs on 23.05.2019**



**MORMUGAO PORT TRUST**  
**ENGINEERING CIVIL DEPARTMENT**

**e- PORTAL NOTICE INVITING ONLINE TENDER**

**e - TENDER NO: CE/15/2019**

**e – tender for**

**“Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**Closing Date: 22/05/2019 at 15.00 hrs**

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

**CHIEF ENGINEER**

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**MORMUGAO PORT TRUST**  
**ENGINEERING CIVIL DEPARTMENT**

e - TENDER NO: CE/15 /2019

**“Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**DETAILS OF TENDER**

**Tender Activity Sheet**

Sr No	Particulars	Date	Time
1	Tender e- Uploading date	08.05.2019	10.00 Hrs
2	Document download start date	08.05.2019	10.00 Hrs
3	Document download End date	22.05.2019	15.00 Hrs.
6	Bid submission start date	09.05.2019	10.00 Hrs
7	Bid submission End date	22.05.2019	15.00 Hrs.
8	Technical bid opening date	23.05.2019	15.30 Hrs.
9	Price Bid opening date	Will be conveyed subsequently after Technical Bid Scrutiny	

**Tender Information**

10	Organization	MORMUGAO PORT TRUST (MPT)
11	Department & Section	Engineering Civil Department , Maintenance Section ,Headland
12	Tender Inviting Authority	CHIEF ENGINEER, Second Floor ,Mormugao Port Trust Administrative Bldg.,Headland Sada, Goa 403 804.
13	E-Tender Reference NO.	CE/15 /2019
14	Name Of The Work	“Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21
15	Scope of work	The scope of the work includes carrying out general insect / pest control services in specified Ports buildings in industrial as well in residential areas for eradication of Cockroaches, Mosquitoes, Flies, Lizards, bugs, etc. through the use of permitted insecticides as per Government of India and WHO norms and as directed in quarterly basis in total eight operations over the period of two years .etc by spraying pesticide sentry (Lambda Cyhalothrin-10% w. p.) or any other equivalent and duly approved insecticide/pesticides in the industrial areas as well in the specified residential areas of the port etc. complete .
16	Estimated Cost of work put to tender	Rs.3,50,208.00
17	Security deposit(SD)	EMD to be converted as SD
18	Retention Money ( RM )	10% of the contract value to be retained from the running bills and to release on completion of defect liability period

19	Bidding Type	Open (E-tender mode only)	
20	Bid call ( Nos )	One	
21	Bid Validity	120 days	
22	Tender Currency Type	Indian Rupees(INR)	
23	Contract period	2 (two ) Years	
24	Tender Fee	Rs 500/-	<b>Mode of payment</b> :Online through payment /Demand Draft as below
25	EMD Cost	Rs.7005/-	
26	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&amp; CAO,MPT payable at Mormugao Goa ,to be submitted in original in sealed envelope ,two hours before the due date and time of the tender.</p> <p>Mode of Payment towards Tender Cost, &amp; Earnest Money Deposit(EMD) to be paid online through e-Payment mode .as under :</p> <ol style="list-style-type: none"> <li>i. National Electronic Fund Transfer (NEFT) / Real-Time Gross Settlement RTGS). Tenderer requires download pre-printed Challan towards credit of MPT and make its payment through any of their Bank. UTR no. to be made available along with the tender documents for the proof of submission of tender cost and EMD failing which their tender will not considered for evaluation.</li> <li>ii. Internet Payment Gateway (Debit/ Credit Card of type VISA, MASTERCARD or RuPay.</li> <li>iii. Net Banking: Payment can be made through the Internet Banking of Any Bank.</li> <li>iv. Bank details are given in the next page and NEFT/RTGS to be used for that account only.</li> <li>v. Proof of payment made has to be enclosed with the tender such as UTR details</li> </ol> <p><b>Note:</b></p> <ol style="list-style-type: none"> <li>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</li> <li>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 .</li> <li>iii) Exemption for SSI and MSME units shall be applicable towards EMD as per the Govt. Guidelines</li> </ol>	

27	Minimum Eligibility Criteria (MEC)	<p><b>1.0 FINANCIAL ELIGIBILITY:</b></p> <p>Bidder's average Audited Annual Financial Turnover during the last 3 years ending 31st March of the previous financial year should be at least <b>Rs.1.05 Lakhs..</b></p> <p><b>2.0 TECHNICAL ELIGIBILITY:</b></p> <p>2.1 The Bidder's should have valid licence issued by Directorate of Agriculture state/central authority for carrying out pest control business and 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 completed during the last seven years each costing not less than Rs.2.80 Lakhs OR</p> <p>Two similar works completed during the last seven years each costing not less than Rs2.10 Lakhs OR</p> <p>Three similar works completed during the last seven years each costing not less than Rs.1.40 Lakhs.</p> <p><b>Note:</b></p> <p>i) <b>Similar work means:-</b> "work of carrying out licence pest control treatment services</p> <p>ii). Attested Copies of the Audited Profit &amp; Loss Account &amp; Balance Sheets and Turnover certificate duly signed by Chartered accountant for the last 3 years ending 31st March of the previous financial year should be provided as supporting documents for financial eligibility as '1' above .</p> <p>iii). Attested Copies of the valid licence issued by Directorate of Agriculture state/central authority for carrying out pest control services.and 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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28	Online Documents Required to be Submitted online :	<p>Scanned Copies of the Following Documents :</p> <ol style="list-style-type: none"> <li>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</li> <li>2. Attested Copies acknowledgement of income tax return filed, Audited Profit &amp; Loss Account &amp; Balance Sheets along with 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.</li> <li>3. Attested Copies of the valid license issued by Directorate of Agriculture state/central authority for carrying out pest control services and 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..</li> <li>4. Complete Set of the Tender Document along with all requested Annexures, proformas duly filled in, complete in all respects, all pages signed and sealed by Authorized Signatory of the Firm.</li> <li>5...Attested copy of PAN Card.</li> <li>6. Attested copy of ESI, EPF&amp; GST Registration Certificate.</li> <li>7. Attested copy of registration /empanelment certificate with Government/semi government/PSU..etc. if any.</li> </ol>
29	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. The Bid shall contain no alterations, additions, except those to comply with instructions issued by the Port.</p>
30	Bid Opening Authority	Chief Engineer / Civil Engineering Department Officers
31	Contact Details for Clarifications	<ol style="list-style-type: none"> <li>1.Executive Engineer /HL Phone : (0832) 2594609</li> <li>2.Asst. Engineer /HL Phone : (0832) 2594625</li> </ol>

33	e-Tendering help contact details	<p><b>For Tender related queries ---</b>  Phone :0832 – 2594609 / 2594629;  <b>For e-Tendering help contact:</b>  The Help Desk will be your first point of contact at NIC.  <b>Telephone:</b> For any queries, please call 24 x 7 Helpdesk No.:<b>0120-4200462,0120-4001002,0120-4001005,0120-6277787</b>  <b>Email:</b> Kindly send your Technical queries to <b>cppp-nic@nic.in</b></p> <p><b>Note-</b> 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</p>
34	Website	<p><a href="https://www.mptgoa.gov.in">https://www.mptgoa.gov.in</a>  <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a></p>
35	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.  The Bid shall contain no alterations, additions, except those to comply with instructions issued by the Port.</p>

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

**Chief Engineer  
Mormugao Port Trust**



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**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**e-TENDER NO.CE/ 15 /2019**

“Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”

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5	Additional General Conditions of Contract.
6	Form of Tender
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12	Electronic Payment System Mandate Form
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17	Directions to Tenderers for filling in the Schedule of quantities & rates

**COVER NO. 2 (PRICE BID)**

1. Schedule of Quantities & Rates/BOQ

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





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**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

**TENDER No. CE/15 /2019**

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**Tender Notice**

**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 a per the Minimum eligibility criteria stipulated in the tender to execute the work of **Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”** 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's and inspect the tender documents at the e-procurement websites <https://eprocure.gov.in/eprocure/app>.

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

1.4 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.

1.5 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.

**1.5.1. MINIMUM ELIGIBILITY CRITERIA (MEC) PRE-QUALIFICATION CRITERIA / BIDDING CONDITION**

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
3,50,208/-	1.05	<b>1.40</b>		2.10		<b>2.80</b>	

**Note: 1. "Similar nature of work means" :** "work of carrying out license pest control treatment services

2. The Tenderer shall furnish following specific document for fulfilling the eligibility criteria as 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 year should be provided as supporting documents for financial eligibility as '1' above .

b)**Technical criteria:-** Attested Copies of the valid license issued by Directorate of Agriculture state/ central authority for carrying out pest control services and 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..

3. The tenderers will be short-listed based on the Eligibility Criteria detailed in Clause Nos.1.5.1 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.

**1.5.2 .**The bidders will submit their 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.

The following other documents are to be submitted ONLINE as well in physical mode :

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 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 tender fee, if applicable.	Banker's Pay Order/ challans in the e-Tender website as a token of payment or Demand Draft towards Tender cost 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. if applicable
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.	NOT TO BE SUBMITTED IN HARD COPY
5	Scanned copy of duly filled in and signed on relevant pages of Tender Set. (FIRST COVER)	NOT TO BE SUBMITTED IN HARD COPY
6	Scanned copy of duly filled in and signed Bill of Quantities (BOQ) (SECOND COVER)	BOQ (SECOND COVER) IS NOT TO BE SUBMITTED IN HARD COPY
7	Scanned copy of duly signed copy of PAN Card.	NOT TO BE SUBMITTED IN HARD COPY
8	Scanned copy of duly signed copy of GST Registration Certificate.	NOT TO BE SUBMITTED IN HARD COPY
9	Scanned copy of duly signed copy of Registration if any	NOT TO BE SUBMITTED IN HARD COPY

## 1.6 **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.

## 1.7. **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.

## 1.8. **EARNEST MONEY DEPOSIT (EMD)**

- a. The Earnest money (EMD) payable by the Bidder in respect of this tender is Rs 7005/-shall be furnished as part of its Tender. Tender without EMD shall be treated invalid. The **E.M.D. shall be in the form of e-payment** only or as 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 (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 bidder will be retained as initial security deposit (ISD) towards Security Deposit, and shall be refunded if contractors opt to submit the total SD in the form of BG of the Schedule Bank for full amount mentioned above .
- d. Tenderers who are registered with National Small Industries Corporation (NSIC), Govt. of India enterprises under “Single Point Registration Scheme” of Ministry of MSME may be eligible for exemption from payment of EMD . They are required to submit documentary proof of such registration along with the offer, as detailed in Instructions to Tenders, for claiming the available exemptions.

#### **1.9. 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.

#### **1.10. 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 is 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.

#### **1.11. 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.

#### **1.12. 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.

#### **1.13. 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 is Nil and the Earnest Money Deposit of **Rs 7005/-** has been remitted through e-payment or as indicated at the NIOT and submission of proof of payment thereof .
  - 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 valid licence for pest control from state central authority and work order for similar works, successful completion certificate with performance ,period and value of work done as specified in minimum eligibility criteria of the tender..
  - 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.

- #### **1.14. 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.”

### **1.15. OTHER EXPENSES**

All costs charges and expenses including any duty in connection with the Contract as well as preparations and completions of Agreement if desired 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.

### **1.16. 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.

### **1.17 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.

### **1.18 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.

#### **1.19 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.

#### **1.20 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.

#### **1.21 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.

#### **1.22 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.

- 1.23 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 Rs.500/- which sum will not be refunded.
- 1.24 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.
- 1.25 The work is to be carried out as described in Schedule of Quantities & Rates attached herewith to this tender and as directed.
- 1.26 Contract period for the subject work is 02 ( two) years from the date of receipt of purchase order or release of site for the first order whichever is later.

- 1.27. 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
- 1.28 **SECURITY DEPOSIT:** The security deposit for due performance of the contract shall comprise of the following:
- a) **Initial security deposit (ISD) .EMD** will be converted as( ISD ) Initial security deposit **PLUS**
  - b) **b)Retention Money(RM) equivalent** to ten percent(10%) of the contract value in rupees will be deducted from the running bills .The entire amount of 10% of the value of the contract may be paid in Demand Draft /Pay Order or in the form of Bank Guarantee at the time of acceptance of tender. The Security deposit will be released after successful completion of the work / Defect Liability Period.
- 1.29 In case the 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.
- 1.30. Conditional tenders are liable for rejection.
- 1.31. Tenders submitted will remain open for acceptance for a period of 120 days from the date of opening of tenders.
- 1.32. 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.
- 1.33 The 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.
- 1.34 The Chief Engineer and Board of Trustees reserve the right to reject any or all the tenders received without assigning any reasons thereof.
- 1.35 Further details can be had from the office of the undersigned at the New Administrative Office Building of MPT at Headland, Sada.
- 1.36 .GST registration is mandatory service tax applicable shall be paid extra with running bills against the submission of Tax Invoice.
- 1.37. There is no Maintenance period to this work .
- 1.38 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.
- 1.39. 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.



- 1.40. Unregistered Venders under GST has to submit Declaration that GST is not applicable to him, due to turnover of less than 20 Lakhs.
- 1.41. The Vendor shall quote GST No. of MPT ( 30AAALM0293P1ZY) on all invoices 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.
- 1.42. The successful bidder shall have to furnish HSN /SAC Code for each item of the work
- 1.43 The work is to be carried out as described in Schedule of Quantities & Rates attached herewith to this tender and as directed.
- 1.44** 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**



An ISO 9001:2015 PORT

**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

e-TENDER NO.CE/15 /2019

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**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 Enrolment” 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.

**Chief Engineer  
Mormugao Port Trust**

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**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

**TENDER NO: CE/15 /2019**

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**APPENDIX**

S.N.	Particulars	Details
1.	Amount of Security Deposit and time	EMD to be converted to S.D and will be released on successful completion.
2.	Period for commencement from the Chief Engineer's orders to commence.	7 days or as specified in purchase order
3.	Contract Period	02 ( Two) years
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
7.	Retention Money	10% of the contract value to be retained from the running bills and to released on successful completion/completion of defect liability period
8.	Total initial Security Deposit and Retention Money.	EMD Plus 10% value of the contract recovered from the running bills.
9.	Minimum amount of interim Certificate.	On completion of Each operation
10.	Time within which payment to be made after contractor's submission of the bill.	100% within 5 days of submission of bill in quadruplicate with site Engineers certification.
11.	Mobilization advance	Not applicable to this contract.
12.	Interest rate on Mobilization advance	Not applicable to this contract.
13.	Mode of recovery of Mobilization advance	Not applicable to this contract
14.	Escalation /Variation in price of labour and materials	Not applicable to this contract. However variation on account of <b>Increase in labour wages due to statutory order/ (s) will be paid as per Addl. General Condition of contract No. 33/iv</b>
15.	Arbitration	Not applicable to this contract
16.	Minimum amount of third party insurance	5% of the tender amount



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**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21."**

**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 incorporated 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.

1. Online E-tenders are invited on Percentage rate basis for work of **Providing General Pest control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21."** As per the tender schedule .. In the percentage rate quoted by the Tenderers shall be inclusive of workers safety devices etc. and all other incidental charges that the tenderer may have to bear for the execution on the works but excluding GST.GST shall be paid as per applicable rates along with the all bills for payment. The Employer may at their discretion extend the date for receiving tender.

**2. WORK**

a **MORMUGAO PORT TRUST** desires to engage contractor/ contractors Carryingout General insect /pest control treatment services to Port's buildings in industrial area , MRH-1 and 8 nos of HoD's bungalows premise in residential areas as directed on quarterly basis for controlling & eradication of Cockroaches, Mosquitoes, Flies, Lizards, bugs, etc. by spraying the suspension prepared of insecticide LAMBDA CYHALOTHRIN 10 wp of ICON ,SENTRY or of any other equivalent, approved brand /trade in proportion of 62.5 gms. ( one packet )in five liters of water or as specified by the manufacturer and as directed in area in multi-storeyed residential buildings and industrial areas of Port Trust as specified in Annex.' A'

b. Safety precautions to be taken by the contractor while handling insecticide /pesticide is very important)

- (i) it should be stored under lock and key, in a cool dry place, well away from foods and feed stuffs, and safely out of reach of children.
- (ii) do not spray on humans, animals, livestock, pets, ornamental plants, foods and feeds.
- (iii) wear protective clothing / gears (light cotton overalls, hat, shoes, gloves, spray mask goggles/glasses and gas masks.
- (iv) do not breathe the spray mist.
- (v) do not smoke, eat or drink while handling and spraying the product.
- (vi) avoid contact with the skin.
- (vii) do not dispose of surplus spray liquid or unused insecticide in stagnant or flowing water, but dispose it, in a safe place away from habitation, plantation, well, spring to be decided by mutual discussion.

- (viii) all equipments used for mixing and spraying must be thoroughly washed out after use with a detergent solution and this effluent water should be disposed of in a safe place as decided .
  - (ix) empty containers must be crushed and disposed of in a safe place, so as not to cause any damage or harm whatsoever to any person / animal.
  - (x) after work, thoroughly wash hands, face and contaminated skin areas, using plenty of soap and water.
  - (xi) if signs of poisoning occur due to careless handling, consult a physician immediately. do not give milk, oil or alcoholic beverages to the patient.
- e. The contractor shall procure the Sentry Lambda Cyhalothrin 10%wp in tins (container) of 10kgs. From manufacturers or their authorized Dealers/Stockiest, equipments required for preparing suspension and carrying out spraying operations at his own cost. All chemicals and equipment used for carrying out the spraying operation should be brought on the same day in port premises. Watch and ward would be the sole responsibility of the contractor till the date of completion of the work.
- f.. The contractor shall carry out spraying manually/mechanically with suspension prepared from Sentry Lambda Cyhalothrin 10%wp as per specifications indicated in the tender condition at no. 2c above effectively killing insects, pests like cockroaches, flies, mosquitoes, moths, ants, silver fishes, bed bugs, sand flies, biting midges, flea larvae, ticks, wasps, spiders, earwig, millipedes, etc, in residential building and industrial areas.
- g. The spraying of the insecticide should be carried out throughout the contractual period and the spraying operation should be carried out between 09.00 hrs. to 16.30 hrs. in industrial areas and residential areas. However, in case of emergency, work will have to be continued till the same is completed and for which no extra charges will be paid by the Port..
- h. The spraying operations shall have to be carried out with utmost care in such a manner as not to cause any inconvenience, any damage whatsoever to any employee/ equipment/belonging at work spots in industrial areas as well as to any resident/belonging in residential buildings. **Work must be carried out without disturbing the working of the Port.**
- I The contractor should make all arrangements for transporting his equipment / chemicals and manpower from store room to place to place by vehicular transport at his own cost and risks.
- j. The contractor shall be responsible to carry out the spraying operation at **specified places on designated dates as per approved programme**. Failure on the part of the contractor to carry out the spraying operations at the specified areas as above would amount to breach of contract and the Mormugao Port Trust shall be free to **impose a penalty of Rs.1000.00 (Rupees One Thousand only) for every such occasion and this amount would be recovered from the contractor's bill in addition to nonpayment for the total particular area sprayed on that particular day or terminate the contract forthwith.**
- k. The contractor should furnish a programme of the work to be carried out 10 days in advance of the month to which the programme pertains (for e.g . he should submit programme for the month of May by the 20<sup>th</sup> April). The contractor shall carry out the work strictly in accordance with the programme furnished by the contractor and approved by the Chief Engineer. The work of supervising, the spraying operations, would be carried out by the Sr. Sanitary Inspector and /or Sanitary Inspector of Mormugao Port Trust or any other person authorized for this purpose by Chief Engineer.

- l. The contractor shall maintain a **register** recording the daily **consumption** of the insecticide. Besides, the contractor shall maintain a **work register** indicating the details of the work carried out. The contractor shall also maintain **job cards** and these **job cards** should be signed by the “**USER**”, the contractor and countersigned by **Sr. Sanitary Inspector/ Sanitary Inspector of Mormugao Port Trust or any other person authorized by Chief Engineer, Mormugao Port Trust**. Surprise /random/ routine checks/ inspections would be conducted by CHIEF ENGINEER or his authorized representative. Any discrepancies/factual positions noted during checks/inspections will be recorded in the **job cards** and will be jointly signed by the contractor/his supervisor and the CHIEF ENGINEER or his authorized representative/s. Here the “**USER**” means resident of the port quarter in case of residential area or sectional head/supervisor concerned in the case of industrial area.
- m. Beside proper equipment, the contractor shall provide suitable working gear, such as safety shoes, helmets, gloves breathing filters/gas masks, spray man’s goggles /glasses etc. to the staff deployed for the work in order to safeguard safety and health of the workers .
- n. The contractor shall indicate in the Schedule I attached to this document, the number of personnel that will be engaged and also the equipment that will be used for carrying out this contract. He shall also invariably indicate in the Schedule II attached the type and mode of transport and details of mobility of spray teams by vehicular transport.

**3 .EXPERIENCE.** Experience Certificate for having carried out such works with billed amount and any other documentary details, which will establish the competency of the tenderer, should be enclosed in cover-I.as per minimum eligibility criteria fixed for the tender

**4.PERIOD OF THE CONTRACT.** The contract is for a period of two years.

**5. RATES/PRICES AND VALIDITY OF THE OFFER.**

The rates quoted shall be valid during the entire period of the contract. Tenderers are required to **quote percentage rates (both inclusive of all applicable taxes, duties, Octroi, levies, work contract tax, etc) of Port but excluding GST . No variation of rates will be allowed during entire period of contract including extension period if granted.**

**6. OPENING OF TENDER** Tenders will be opened in public at the office of the CHIEF ENGINEER/MPT, Headland – Sada on the date and time notified in the tender notice in the presence of such of the tenderers or their authorized representatives who may wish to be present at that time.

**7. ACCEPTANCE OF TENDER.** Board does not bind itself to accept the lowest tender, the whole of tender nor can any reason be assigned for rejection of any tender in whole or in part at their option.

**8. PAYMENT.** Based on the records maintained in the job cards and work register as described at clause 2(m) above, the contractor shall prepare bill after completion of cash operation and submit the same along with the job cards and work register to the office of the Engineering Civil Department for arranging payment. The payment shall be made, on the basis of quoted rates after effecting deductions if any, at the office of Financial Advisor and Chief Account Officer, Headland Sada, Goa within 10 days from the date of the receipt of certified (certified by competent authority of the Engineering Civil Department ) bill in the office of Chief Engineer.

**9. LIQUIDATED DAMAGES/PENALTIES**

**a. FOR DELAY IN COMMENCEMENT OF WORK:** In event of failure by the contractor to commence the work within the time stipulate or by the expiry of any period of extension granted by CHIEF ENGINEER, the contractor shall pay to the Port as Liquidated Damages, not by way of penalty for delay to commence the work. 0.50% of annual contract price per week or part thereof subject to the ceiling of 5% value of contract



and the CHIEF ENGINEER shall have the powers to deduct this amount from the payment of amounts due to the contractor or from his deposits.

- b. FOR NON EXECUTION OF WORK: In case the work of spraying is not done as specified in clause No.2 (work) here above to the entire satisfaction of the USER or / and the CHIEF ENGINEER, penalty of Rs. 1000.00 (Rupees One Thousand only) for every such occasion in addition to nonpayment for that particular total areas sprayed on that day will be levied.
10. **INJURY / DAMAGES TO PERSON / PROPERTY**  
MORMUGAO PORT TRUST shall not be liable in any way for any type of loss, damage, injury, on any account, cause to the contractor/s any person/s engaged by the contractor for carrying out the said work.
11. **LABOUR DISPUTES BETWEEN CONTRACTOR AND HIS STAFF**  
MORMUGAO PORT TRUST shall not be responsible in any way for any labour disputes whatsoever arising between the contractor and the staff employed by him for carrying out the work under this contract. **No worker of less than 18 years of age shall be engaged by the contractor/s to carry out the pest control operations under this contract.**
12. **DECISION OF CHIEF ENGINEER**  
The whole of the work to be done under this contract shall be carried out under direction of the CHIEF ENGINEER AND HIS DECISION UPON ALL QUESTIONS RELATING TO THE work and methods of carrying out the work or any disputes arising under or in connection with this contract **shall be final and binding.**
13. **LAW GOVERINING 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.
14. **.AMMENDMENTS / ADDITION / DELETION OF TENDER CONDITION / CLAUSES.**  
Mormugao Port Trust reserves the right to amend, add or delete any clause/condition of tender document at any stage during the currency of this contract.
15. **FURTHER PARTICULARS**  
Further particulars or any clarifications in connection with this contract may be obtained on request from the CHIEF ENGINEER, MORMUGAO PORT TRUST, Headland Sada, Goa before tendering.

Chief Engineer  
Mormugao Port Trust



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**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

**TENDER NO: CE/15 /2019**

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**ADDITIONAL GENERAL CONDITIONS OF CONTRACT**

1. The quantities mentioned in the Schedule of Quantities and Rates are only approximate and the Board is liable to pay for only such quantities of work as are actually executed.
- 2.
3. **WATER & ELECTRIC SUPPLY:** Water and electricity will be supplied by the department from the nearest available point subject to availability. Rates will be charged as per scale of rates prevailing during period of contract and prior to payment of final bill charges towards water supply and Electricity to be remitted by the contractor with Finance Department. If water supply and electricity is not available adequately with the port then contractor has to make his own arrangement for water and electricity at his own cost. In any event, no excuse for delay in completion of work, or no claim of any sort, whatsoever, will be entertained on account of inadequate/intermittent short supply of water/electricity.
4. The Tenderer's supervisory staff shall be fully experienced in this type of work and all safety precautions should be taken and the work will be carried out under their supervision.
5. The contractor shall insure plant, machinery and workers employed by him during execution of work and submit necessary insurance policies to the Department.
6. (a) Without 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 contract and are also covered during the period of Maintenance for loss or damage arising from a cause occurring prior to the commencement of the period of Maintenance and for any loss or damage occasioned by the contractor in the course of any operations 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, Constructional Plant and other things brought on to the site by the contractor to the full value of such materials, Constructional Plant and other things.
- 6.(b) Such insurance shall be effected with an insurer and in terms approved by the Board and the contractor shall whenever required produce to the Chief Engineer or the Chief Engineer's representative 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 reconstruction of any work constructed with material or workmanship not in accordance with the requirements of the contract.

7. (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 the 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).
- 7.(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 representative the policy or policies of insurance and the receipts for the payment of the current premium.
8. 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 representative 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 representative when required such policy of insurance and the receipt for payment of the current premium.
9. 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 money due or which may become due to the contractor or recover the same as a debt due from the contractor.
10. The successful tenderer will have to submit within fortnight after receipt of the acceptance Letter a phased programme of execution of different items of work.
11. 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 period booklet) in volume – I of the tender documents will be given to the contractor and the cost of overtime if any, will be borne by the contractor.
12. **EPIDEMICS:**  
In the event of any outbreak illness of an epidemic nature, the 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.
13. **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 in the neighborhood of the works against the same.
14. **FOOTWARE, GLOVES ETC:**  
In partial modification of clause no.31 of the General Conditions, the contractor shall at his own expenses provide safety footwear, safety helmets, safety goggles, dust proof masks and gloves for all labour employees on the work etc, to the satisfaction of the Chief Engineer or his Assistant.

15. **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 accident to the Chief Engineer or his Representative. The contractor shall also report such accidents to the concerned constituted authorities.

16. The contractor and his workers/agent 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.
17. 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 on payment of necessary fees as prescribed from time to time and the same shall be valid for the duration of the contract or a period of one year, whichever is less.
18. Subject to the availability, land for construction of temporary sheds/ stores/labour hutments, etc. will be given to the contractor in Port areas. The contractor shall clear away all the temporary structures built by them within a period of fourteen days after completion of the work and arrange for site clearance to the satisfaction of the Chief Engineer.
19. **Lease rent** shall be charged to the contractors for the area allotted for construction of their temporary shed for site office/ store/ labour hutment's required in the contract works. Rate will be charged as per scale of rates prevailing during period of the contract.
20. No temporary structures/sheds, which are constructed to house the contractor's office/store/labour hutments, shall be permitted to be Retained after the work is completed.
21. If for any reason the entire site cannot be handed over to the Contractors, the Contractor shall immediately commence the work in the portion of the site released. If in the opinion of the Chief Engineer, Contractor's work is held up or totally stopped due to non- availability of the remaining site, the Chief Engineer may extend the time for Completion of the work by treating non- working period for such days as he shall consider immediately on being informed that the remaining Site is available for the work. However no idle time charges for idling of machinery and men will be considered.
22. The portion of Security Deposit due for refund in accordance with the Conditions of Contract, after physical completion of the work, will not be refunded except with the prior permission of the Chief Engineer, unless and until contractor submit the final bill based on joint measurements.
23. The operation of the Port should not be stalled due to this tender work.
24. The contractor should study the nature of the tender work and accordingly adopt a suitable methodology for executing the work. The methodology to be adopted should be communicated to the Chief Engineer/ Executive Engineer in writing and upon approval of the same proceeds to execute the work.
25. In case of excess under any item, the contractor should bring it to the notice of the concerned Engineer in charge well in time to enable him to obtain necessary sanction.
26. Further to the provisions in the General Conditions of Contract, upon the Chief Engineer certifying that in his 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 representative proper facilities for inspecting the works or any part thereof for three days, or
7. Has failed to carry out proper tests for three days on any Work or materials,
8. Has caused delay/stoppage in the Port's activities due to unplanned approach to work.

Then the Trustees, without restricting, prejudice to their rights under Clause Nos. 57.1 of the General Conditions of Contract and expelling the contractors from the site of works, without determining the contract and while permitting the contractor to carry out or employ another agency to carry out at the risk and cost of the contractor,

- a. The execution of such portions or items of the works which the contractor has suspended or failed to make proper progress or failed to complete within the specified time, and/ or
- b. Removal of condemned and rejected material from the site, and/ or
- c. pulling down and rebuilding of condemned and rejected works, and/ or
- d. The provision of proper facilities to the Chief Engineer or his representative for inspecting the works, and/ or Testing of any work or materials,

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. 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.

27. **SUPPLY OF MATERIALS:** No material shall be supplied by the MPT. The Contractor shall make his own arrangements to procure all the materials whatsoever required for the execution of the works covered under this tender. A register shall be maintained by the contractor giving the details of materials supplied and incorporated in the work on a day to day basis.
28. 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. The **Portable fire extinguisher** shall be always kept at the work spot.
29. All the materials to be used in the structure shall be conforming to relevant **ISI specifications and I.S codes** which can be referred to from C.E Dept technical library or as specified in the Tender Schedule. Contractor shall undertake laboratory test as specified in the relevant **I.S.I. codes** at the discretion of Chief Engineer and only approved materials/approved brand of materials shall be used.
30. **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. 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. Quantity will be measured as per stack measurement.

31. **Rates and Prices to be inclusive.**

The percentage rate entered in the Schedule of Quantities by the contractor shall include the provision of all supporting special equipment, designed scaffolding, 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 sales tax on works contracts, etc. if any, for compliance with conditions of contract and specification.

32. 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.

**33. 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.50,000/- thousand 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 value of the work and will be returned on successful completion of defect liability.

**iv).Payment on account of Increase in wages due to statutory order/ (s)**

Payment on account of Revision in wages due to statutory order(s) by labour department of Govt of India after submission of the tender to the submission of the bill in the contract period will be worked out as extra along with other allowances like EPF,ESI based on the revised statutory Minimum wages order and will be paid to the Contractor as per the price factor quoted by them. The contractor will regularly submit relevant wages documents as a proof of payments of higher minimum wages to his personnel when such wages got revised by labour department, Govt of India. The details of extra on prevailing daily Minimum wages will be worked out in approval of Chief Engineer and shall be final and binding on the Contractor.

**34. FACILITIES FOR WORKS 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, by laying of cables or any other work, which will be awarded during the period 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.

35. **Labour deployment:** Tenderer should mention the peak and the least labour force they would like to engage for the work accordingly, Labour license may be obtained from Assistant Labour Commissioner, Vasco.

36. The contractor shall have ESI & EPF 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.

**37.ESI AND EPF TO WORKERS OF THE CONTRACTOR**

The contractor shall pay the ESI/EPF and all other dues of the staff deployed in the contract as per the Acts or any other Acts that govt. notifies from time to time. The contractor shall produce the remittance proof of monthly subscription of ESI/EPF in respect of the staff deployed by him and produce the receipt to the office every month and also submit the copies of payment register, muster roll duly signed with rubber stamp. Contractor will strictly

observe all the rules and regulations as applicable under various laws and pay the minimum wages to all his workers engaged in the contract.

38. The following registers/forms shall be maintained by the contractor:

- 1) Muster Roll in Form XVI.
- 2) Register of wages in Form XVII.
- 3) Register of overtime in Form XXIII
- 4) Register of fines in form XXI
- 5) Register of advances in form XXIII
- 6) Register of persons employed in form XIII
- 7) Material Register ( stating total received, daily consumption & balance.
- 8) Test report register
- 9) Hindrance register
- 10) Site instruction book.
- 11) Any other register required by the Chief Engineer or his representative. The contractor shall keep all registers in safe custody.

**CHIEF ENGINEER**



AN ISO 9001:2015 PORT

**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**TENDER NO: CE/15/2019**

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**FORM OF TENDER**

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

I/We \_\_\_\_\_ do hereby Offer to execute the work comprised in the annexed Tender Notice for **Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”** in strict accordance with the Instructions to Tenderers, General Conditions of Contract, and Specifications etc., at the Rate entered in the attached Schedule of Quantities and Rates.

2. I/We undertake to complete the work included in the Schedule of Quantities & Rates within **2 (two) years** from the date of release of site / work order. I/We also agree that this tender will remain open for acceptance until disposed off by the Trustees of Port of Goa. 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 **Liquidated damages** at the rate of **(0.5%)** of the Contract Price per Week or part thereof's delay in work subject to a maximum ceiling at **5%** of the Contract Price represents a fair estimate of the loss likely to result from the delay.

3. I/We send herewith a sum of **Rs. 7005/- (Rupees seven thousand five only )**, as a deposit or earnest money of my/our willingness to enter into the contract if my/our tender is accepted.

4. In the event of my/our tender being accepted, I/We agree to enter into a contract in the prescribed form with such alterations or additions thereto which may be necessary to give effect to the acceptance of this tender and such contract shall contain and give full effect to the Specifications, Schedule of Quantities & 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 Board of Trustees towards part of the Initial Security Deposit and to make further deposit by Bankers Cheque /Demand Draft in favour of **FA & CAO, MPT, Headland Sada** payable at **Vasco-Da-Gama, Goa** by way of Bank Guarantee or by Cash and a cash receipt obtained from A.O.(Cash), **FA&CAO / MPT**, within **7 (seven)** days or such extension of the period permitted by the Chief Engineer, in writing, after receipt of information that my/our tender has been accepted by the Port Trust. The Board of Trustees will also have the option to retain the entire amount for Initial Security Deposit of 5% of the Contract Price in the form of Bank Guarantee.

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..



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 have inspected the site and I am / we are fully aware of the work to be carried out while tendering for the contract.

10. I/We request that early payment of interim bills be made from time to time in advance of such bills being audited as per tender conditions.

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

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 in 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.

12. The Bank Guarantee referred to in Para No.5 above will be from  
\*\* \_\_\_\_\_

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

14. The name and address of our Banker is \*\* \_\_\_\_\_

15. 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.

16. "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".

17. I /we have enclosed herewith the following documents as required under instructions to tenderers:-  
a) Organization Chart.

- b) List of similar works carried out by me/us.
- c) Bar Chart.
- d) 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 \_\_\_\_\_ 2016

Witness: - \_\_\_\_\_

Witness: - \_\_\_\_\_



AN ISO 9001:2015 PORT

**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**TENDER NO: CE/15/2019**

Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”

**ANNEXURE – A**

<b><u>MEASUREMENTS:-</u></b>				
<b>(REQUIREMENT OF CLAUSE No. 2 (K))</b>				
<b>S.No.</b>	<b>Structure</b>	<b>No. of Units</b>	<b>Surfaces/area to be sprayed</b>	<b>Total Area</b>
	<b>A- Headland Area</b>			
1	AXEN office & Canteen HL sada	1	ilet area, office area	111.77 m2
2	Carpentry workshop, HL	1	orkshop/store room	69.90 m2
3	Old Electrical site office HL.	1	ea under beds, toilets,	27.20 m2
4	Signal station office	1	ilet area, office area	139.92 m2
5	Auditorium	1	ilets, bathrooms, hall etc.	231.96 m2
6	Deepvihar Primary, secondary & Higher Secondary schools HL	1	Toilets, class rooms hall etc.	4445.00 m2
7	Mahila Mandal & Balwadi	1	Toilet, rooms	72.00 m2
8	Dr. Babasaheb Ambedkar Vocation Centre HL, Sada	1	Toilet office area etc.	115.20 m2
9	Rest rooms near Guest House	1	Toilets, restroom area, under surfaces of bed etc.	172.60 m2
10	New A.O. Building Telephone Exchange & Canteen HL Sada	1	Canteen-, kitchen, store rooms, dining hall, Toilets etc.	280.72 m2
11	A.O. Building excluding Canteen& Telex. ,H L Sada	1	Toilets, offices, passages etc.	2598.00 m2
12	Officer club Headland	1	Dining hall, kitchen, toilets etc.	393.00 m2
13	Room at sewage treatment plant	1	Rest room, toilet etc.	28.00 m2
14	Guest house, Jetty	1	Rooms,toilets,kitchen,under the beds ore rooms area.	725.35 m2
15	New Guest house H.L. Sada	1	Rooms, toilets, kitchen, store rooms, under the beds area.	339.76 m2
16	MPT Hospital H L Sada	1	Rooms, toilets, kitchen, store rooms, area under the beds, kitchen, open, passages area.	3523.20 m2
	<b>Total (A)</b>			<b>13373.58 m2</b>

	<b><u>B- MOHP area</u></b>			
1	Old CME's office bald – Civil & Survey Section office, &canteen.		Toilets, offices, & passages etc.	1315.21 m2
2	T-1. shed	1	Offices toilets etc.	393.2 m2
3	MOHP Canteen& Security office	1	Toilet, kitchen, store room, dining hall, office area etc.	235.59 m2
4	First Aid post,& Rest rooms MOHP	1	Toilet, office area etc.	359.16 m2
5	Electrical sub- station-2	1	Toilet, office area etc.	41.24 m2
6	Main Gate	1	Toilet, office area etc.	33.10 m2
7	Fire Monitoring Tower	1	Toilet, rest rooms office, etc.	275.59 m2
8	New Receiving site Office in MOHP	1	Toilet, offices, passages rest rooms etc.	185.00 m2
9	Fire station near Old CME Bldg. Jetty	1	Dining hall, kitchen, toilets etc.	612.00 m2
10	XEN (R) office at MOHP building.	1	Office area	74.00 m2
11	Marine dept, Berth No.8 - wetting rooms. Fires monitor Tower, & No. of two tugs & three launches.etc.	1	Toilet, office area etc.	666.00 m2
12	Workshop (MOHP)New	1		158.38 m2
13	Electrical sub- station (New) behind Old CME's office	1		102.00 m2
14	Gate No.2, Marine-custom & CISF	1	Toilet, office area etc.	30.00 m2
15	AXEN MOHP work shop & store	1	Workshop/store room	50.00 m2
	<b>Total (B)</b>			<b>4570.47 m2</b>
	<b><u>C- VSG area</u></b>			
1	Port institute	1	Toilet, hall, office area etc.	82.09 m2
2	Baina workshop Loco shed behind office area	1		397.90 m2
3	Baina workshop office area	1	Toilet, hall, office area etc.	306.19 m2
4	MM's office area	1	Toilet, hall, office area etc	357.58 m2
5	Baina A,B&C- sheds area	1	Toilet, hall, office area etc	434.8 m2
6	Cement storage shed area	1	Toilet, hall, office area etc	111.2 m2
7	V-1 sheds area	1	Toilet, hall, office area etc	213.00 m2
8	V-2 sheds area	1	Toilet, hall, office area etc	269.80 m2
9	MM's Old store Depot area	1	Toilet, hall, office area etc	163.40 m2
10	MM's, All toilets, Rest Rooms in MM's office, wood shed. area	1	Toilet, hall, office area etc	230.00 m2
11	Baina workshop canteen	1	Toilet, hall, office area etc	60.00 m2
12	AEN /Rly store room at V2 shed area	1	Toilet, hall, office area etc	38.00 m2
13	Canteen at MM's office	1	Toilet, hall, office area etc	25.00 m2
	<b>Total ( C )</b>			<b>2688.96 m2</b>
	<b><u>D- GCB Area</u></b>			
1	OperationalBldg./GCB site office area	1	Toilet, hall, office area etc	557.34 m2

2	Gate no. 9 office area	1	Toilet, hall, office area etc	98.15 m <sup>2</sup>
3	GCB Canteen area	1	Toilet, hall, office area etc	461.87 m <sup>2</sup>
4	T-2shed & T-3 shed area	1	Toilet, hall, office area etc	720.00 m <sup>2</sup>
	<b>Total (D)</b>			<b>1837.36 m<sup>2</sup></b>

<b><u>E-Residential area</u></b>				
1.	MRH-1 <sup>st</sup> Bungalow area	1no		438.85m <sup>2</sup>
2.	HOD- Bungalow area	Total 8 no		1408.00m <sup>2</sup>
	<b>Total E. Area</b> -----		438.85+1408.00/=	<b>1846.85m<sup>2</sup></b>

**Note:** Spray work.1 Meter broad perimeter of the wall touching the ground at all above areas.

**Total Area of A+B+C+D+E (13373.58+4570.47+2688.96+1837.36+1846.85)** =  
**24317.22 M<sup>2</sup> Say = 24320m<sup>2</sup>**

**Sr.San.Inspector**  
**AEN/HL/Section**



**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**Tender No:- CE/15 /2019**

**ANNEXURE-B**

**SURFACE TO BE SPRAYED BY THE CONTRACTOR**

1. One meter broad perimeter of the walls touching the ground of all premises in & out sides areas.
2. Loft above Toilets & Bathrooms (all three walls, rear of the door and ceiling)
3. under- washbasins/sink/pantry/surface of beds/sofas/table chairs.
4. Shelves in kitchens/ drawing rooms/halls/bedrooms etc.

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**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**Tender No:- CE/15 /2019**

**SCHEDULE – I**

**Schedule showing the NO. of personnel that will be engaged and EQUIPMENTS used by the contractor to carry out this contract.**

1. Supervisory staff
2. Field workers
3. Equipments

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**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**Tender No:- CE/15 /2019**

**SCHEDULE – II**

**Schedule showing TYPE AND MODE OF TRANSPORT AND MOBILITY OF SPRAY TEAM BY VEHICULAR TRANSPORT FROM THE STORE ROOM TO PLACE TO PLACE that will be used by the contractor to carry out this contract.**

1. Type and Mode of Transport :
2. Mobility of Spray Teams by Vehicular Transport.

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**MORMUGAO PORT TRUST**  
**ENGINEERING CIVIL DEPARTMENT**

**Tender No:- CE/15 /2019**

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**DECLARATION**

I hereby declare, that I have read and understood the General conditions and Specifications of the work which are printed in Vol-I, supplied to me by the department which will form a part of tender and shall remain binding on me.

\_\_\_\_\_  
Signature of Tenderer.



**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

**e-TENDER NO.CE/15/2019**

**“Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**1. ELECTRONIC PAYMENT SYSTEM MANDATE FORM**

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

Name of the Beneficiary	<b>MORMUGAO PORT TRUST GENERAL ACCOUNT</b>
Address of Beneficiary with PIN Code	<b>Administrative Office Building, Headland Sada, GOA – 403804</b>
PAN Number	<b>AAALMO293P</b>
Name & Mobile Number of responsible person	<b>MILIND DESSAI / 9823082682</b> <a href="mailto:milind.desai@mptgoa.com">milind.desai@mptgoa.com</a>
Name of the Bank and Branch	<b>STATE BANK OF INDIA, Harbour Branch</b>
Bank Telephone No.	<b>0832-2520212</b>
Address of the Bank	<b>STATE BANK OF INDIA MORMUGAO HARBOUR, GOA – 403803</b>
MICR Code of the Bank	<b>403002024</b>
IFSC Code No.	<b>SBIN0002164</b>
Type of Account and Branch Code	<b>Current Account / Branch Code:- 002164</b>
Account number of the Bank	<b>10438017048</b>
	<b>MPT GENERAL ACCOUNT</b>
Beneficiary E-mail ID	<a href="mailto:cashmpt@mptgoa.com">cashmpt@mptgoa.com</a>



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**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

**e-TENDER NO.CE-15/2019**

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**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/15/2019**

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**PROFORMA FOR GST DETAILS**

<b>Sr No</b>	<b>Particular</b>	<b>Mormugao Port Trust</b>	<b>Data Required</b>
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	<a href="mailto:facao@mptgoa.com">facao@mptgoa.com</a> <a href="mailto:anant.chodnekar@mptgoa.com">anant.chodnekar@mptgoa.com</a>	

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

Place  
Date

Signature  
(Name: \_\_\_\_\_ )

MORMUGAO PORT TRUST  
ENGINEERING (CIVIL) DEPARTMENT

FORM OF BANK GUARANTEE FOR SECURITY DEPOSIT

of Performance guarantee / Bank guarantee bond.

In consideration of the Board of Trustees of Mormugao Port Trust (hereinafter called "The Board") having offered to accept the terms and conditions of the proposed agreement between Board and .....(hereinafter called "the said contractor(s)" for the work.....(hereinafter called "the said agreement") having agreed to production of an irrevocable Bank Guarantee for Rs.....(Rupees.....only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We.....(hereinafter referred to as the "Bank") hereby undertake to (indicate the name of the Bank)  
Pay to the Board an amount not exceeding  
Rs.....(Rupees.....only)  
on demand by the Board.
2. We .....do hereby undertake to pay the amounts due and payable(indicate the name of the Bank)under this Guarantee without any demur, merely on a demand from the Board stating the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor(s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding  
Rs.....(Rupees.....only).
3. We, the said Bank, further undertake to pay to the Board any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under, and the Contractor(s) shall have no claim against us for making such payment.
4. We..... further agree that the Guarantee herein contained shall(indicate the name of the Bank) remain in full force and effect during the period that would be taken for the performance of the said agreement, and it shall continue to be enforceable till all the dues of the Board under or by virtue of the said agreement have been fully paid, and its claims satisfied or discharged, or till the Engineer-in-charge on behalf of the Board, it certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s), and accordingly discharges this guarantee.
5. We..... further agree with the Board that the Board (indicate the name of the Bank) shall have the fullest liberty without our consent, and without effecting in any manner our obligations hereunder, to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers excisable by the Board against the said contractor(s),and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act of omission

on the part of the Board or any indulgence by the Board to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision have effect of so relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
  
7. We..... lastly undertake not to revoke this Guarantee except with (indicate the name of the Bank) the previous consent of the Board in writing.
  
8. This Guarantee shall be valid up to .....unless extended on demand by the Board. Notwithstanding anything mentioned above, our liability against this Guarantee is restricted to Rs.....(Rupees.....), and unless a claim in writing is lodged with us within six months of the date of expiry or extended date of expiry of this Guarantee all our liabilities under this Guarantee shall stand discharged.  
Dated the.....day of.....for  
..... (indicate the name of the Bank)



**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**Tender No:- CE/ 15 /2019**

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**SCOPE OF WORK**

The scope of the work includes carrying out general insect / pest control services in specified Ports buildings in industrial as well in residential areas as specified in Annex ."A" and as directed on quarterly basis for eradication of Cockroaches, Mosquitoes, Flies, Lizards, bugs, etc. through the use of permitted insecticides as per Government of India and WHO norms and as directed in quarterly basis in total eight operations over the period of two years .etc by spraying pesticide sentry (Lambda Cyhalothrin-10% w. p.) or any other equivalent and duly approved insecticide/ pesticides in the industrial areas as well in the specified residential areas of the port etc. complete .

**Note:**

- i)Periodicity of spray : Qtrly basis  
(Total 8 operation @ Four operation in a year )
- ii) Total area to be covered in a each operation =24320m2 .
- iii)Period for each operation =25 days





**MORMUGAO PORT TRUST  
ENGINEERING (CIVIL) DEPARTMENT**

**TENDER NO. : CE/15 /2019**

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

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

1. Tenderers are required to fill the percentage (above/ below) and the total amount 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.
2. The percentage (above/below) 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.
3. Quantity & rate of each item of work mentioned in the Schedule should be noted and the percentage (above/below) worked out carefully, having regard to the specifications 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.
4. The percentage and the amount 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 Tenderer's initials, will render the tender liable for rejection.

CHIEF ENGINEER

**BOQ FOR VIEW ONLY**

**MORMUGAO PORT TRUST  
ENGINEERING (CIVIL) DEPARTMENT  
e-TENDER NO.CE/15 /2019**

**Providing General Pest Control Services in Port specified buildings in industrial as well in residential Zone for a period of two years-2019-21.”**

**SCHEDULE OF QUANTITIES AND RATES**

Sr No	Description of work	Unit	Qty	Rate in figures/ words	Total Amount
				Rs. Ps	Rs. Ps.
1	Carrying out General insect /pest control treatment services to Port's buildings in industrial area , MRH-1 and 8 nos of HoD's bungalows premise in residential areas as directed on quarterly basis for controlling & eradication of Cockroaches, Mosquitoes, Flies, Lizards, bugs, etc. by spraying the suspension prepared of insecticide LAMBDA CYHALOTHRIN 10 wp of ICON ,SENTRY or of any otherequivalent, approved brand /trade in proportion of 62.5 gms. ( one packet )in five liters of water or as pecified by the manufacturer and as directed . All labour , materials, tools& equipments,transport ..etc complete. <b>Note:</b> i)Periodicity of spray : Qtrly basis ((Total 8 operation @ Four operation in a.year) ii) Total area to be covered in a each operation=24320m2 iii)Period for each operation =25 days iv)Unit Each refers to each operation in a quarter	Each	8.00	43776.00	350208.00
				Total Rs.	350208.00

**TOTAL AMOUNT OF TENDER excluding GST = “A” = Rs. 350208.00**