



MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT

The Materials Manager, New A.O. Bldg., Mormugao Port Trust, Headland Sada, invites quotation in the tender form hereunder super scribed as quotation No.**MM/16/0297** due on **20/12/2017** at 15.00 hrs for the supply of materials detailed below subject to terms and conditions therein.

To,

1. Trupti Printers, Vasco, 2. Jayar Printers, Panjim, 3. Vinod P. Press, Vasco, 4. Iconic Solution, Vasco 5. Rajeshwari Trading Co., Bengaluru, 6. Kavishetty Printers, Hubli, 7. V. S. Singbal & Sons, Vasco c.c.: MPT Website, AMO (D).

1. In addition to the above tenderers, other tenderers are also eligible to quote.
2. The registration form is available on our official website **www.mptgoa.com**. Those tenderers who wish to register can download the vendor register questionnaire form and complete the formalities before quoting.
3. Documentary evidence as proof of having supplied similar material in the past in the form of PO copies, Performance Reports or Authorization Dealership Certificates should be furnished along with the offer.

Date: 08/12/2017

MATERIALS MANAGER



MORMUGAO PORT TRUST
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MM/16/

08.12.2017

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Dear Sir,

Sub:- Enquiry No. MM/16/0297 due on 20.12.2017

You are requested to kindly furnish your offer for the subject item in the following format:-

Code No.	Description	Qty.	U/Rate (Rs.)	Freight (Rs.)	Insurance (Rs.)	Others (Rs.)	GST (Rs.)	FOR Destination Amount (Rs.)
M16051560	Printing of pre-printed pays slips strictly as per our sample on 75 gsm superior quality maplitho paper printing in single colour (Dark Blue) on both sides. (Paper Size: final size should be as per our sample enclosed i.e. approx. size 215mm X 150mm after cutting etc.).	24,000 Nos						

- PAYMENT:** Our payment shall be 100% within 30 days of receipt of material/invoice/documents by ECS/EFT. Suppliers Invoice should indicate the suppliers and MPT's GST numbers and the HSN number. Confirm acceptance.
- DELIVERY:** The delivery period is within 2 weeks upon receipt of our order. Confirm acceptance.
- You will have to dispatch the material, duly insured, on FOR Destination basis. Kindly quote accordingly in the above format.
- VALIDITY:** Your quotation should be valid for 90 days from the date of opening of Tender. Confirm acceptance.
- Kindly furnish your **typed** offer in **sealed cover** marked "**MM/16/0297 due on 20.12.2017**", which shall be opened on 20.12.2017 at 15.30 hrs. The cover (offer) should reach this office latest by 15.00 hrs on the due date. Hand written offers may not be considered.
- Quality:** Kindly ensure that, the quality/GSM of paper is strictly as specified. In case of any deviation in this regard, entire supplies will be rejected outright.
- Proof reading:** printing matter should be strictly aligned as per our sample, as this pay slips will have to be compatible with our SAP computerization printing. Vetting has to be done in association with the EDP section directly by the printer. So, you are requested to quote considering all the above requirements.

Thanking you,
Yours faithfully,

MATERIALS MANAGER