

**MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT**

MM/NS/CME/0037/2021/

20.05.2021

To,

Dear Sir,

Sub:- Enquiry No. MM/NS/CME/0037.

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

Sr. No.	Description	Qty.	Rate/ Unit (Rs.)	Freight/ Unit (Rs.)	Insurance /Unit (Rs.)	GST/ Unit (Rs.)	FOR Destination Total Amount/ Unit (Rs.)	HSN Code
1.	UV stabilized 100 micron Polythene Sheets 8 feet width blue colour	175 Mtrs.						
2.	Plastic bags 24 inch x 36 inch (transparent)	120 Nos.						
3.	Plastic bags 14 inch x 21 inch (transparent)	20 Nos.						
4.	Tarpaulin 8ft width 100 micron	150 Mtrs.						

TERMS & CONDITIONS

1. **PAYMENT:** Kindly note that we are a Govt. of India organization, and as such our payment shall be 100% payment within 30 days of receipt of material/invoice/documents by ECS/EFT/RTGS. Suppliers Invoice should indicate the suppliers and MPT's GST numbers, and the HSN number. Confirm acceptance.

2. **DELIVERY:** The delivery period is within 5 days. You will have to dispatch the material, duly insured, on FOR Destination basis. Confirm acceptance.

3. **VALIDITY:** Your quotation should be valid for 30 days from the date of opening.

Kindly furnish your typed offer in sealed cover marked "**MM/NS/CME/0037 due on 24.05.2021**", which shall be opened on **24.05.2021 at 15.30 hrs.** The cover (offer) should reach this office latest by 15.00 hrs on the due date.

Offer may also be sent by e-mail, before the due date and time, if you wish so.

Thanking you,

Yours faithfully,

DY.MATERIALS MANAGER

GENERAL TERMS AND CONDITIONS

1. Incidence of Sales Tax or Central Tax is to be clearly indicated in the quotation failing this it will be presumed that the offer is inclusive of the Taxes. Firms ST/CST registration number is to be furnished in the quotation. We are not entitled to 'C' or 'D' for tax concession. Hence full rate of tax will be applicable.
2. Brand against each item offered is to be indicated/samples are to accompany the quotation.
3. Rates in units specified must be quoted. Alternatively, conversion factor to the unit specified must to be given.
4. Tenderer should preferably quote his prices on FOR destination basis inclusive of taxes/duties etc.
5. The Administration reserves the right to accept plus or minus approximately 10% of the quantities ordered Bill to be submitted for actual quantity supplied.
6. Offer should be valid for a minimum period of 90 days.
7. The Administration reserves the right to reject any tender in whole or in part without assigning any reason.