



MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT

MM/NS/DC/0111

03.08.2021

To,

1. Hemani Stores, Vasco.
2. Ekta Engineering Works, Vasco.
3. Sanjay Enterprises, Margao.
4. Roz-Bal Industries, Ponda.
5. Laxmi Steel Industries, Verna.
6. Josvira Home Styles, Cansaulim.
7. Arbuda Steel Industries, Ponda.
8. M.S.B. Caculo, Panaji.
9. CMM Arena Retails Pvt. Ltd., Mercedes.
10. Office Comforts, Panaji.
11. Big Choice Furniture, Vasco.

Dear Sir,

Sub:- Enquiry No. MM/NS/DC/0111.

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.	Supply of 'S' type cushion chairs, powder coated MS ERW tube of 1" dia., frame, foam leather cushion (of black or blue colour) for seat & back rest, with fixed arms and regular quality wooden arm-rests. Size approx. 880mm chair height, 450mm seat height, 400mm backrest height, 460mm backrest width, 460mm seat width, with dark brown, grey or black colour for pipe frame. Note: A leaflet/brochure of the chair to be enclosed along with the offer.	08 Nos.						

TERMS & CONDITIONS

1. **PAYMENT:** Kindly note that we are an autonomous body under the Ministry of Ports, Shipping & Waterways, 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.
2. **DELIVERY:** The material should be supplied to our stores at Baina, within 4 weeks from the date of receipt of order.
3. **VALIDITY:** Your quotation should be valid for 90 days from the date of opening.
4. **PART QUANTITIES:** Offers should not contain any sort of conditional discount based on quantity or value of order. The prices quoted should be valid for part quantities also.
5. **LIQUIDATED DAMAGES:** Supply schedule as per order should be strictly adhered to. In the event of delay in supplies, Liquidated Damages at 0.5% of the total basic value of the undelivered quantity will be levied per week or part thereof of delay. The total Liquidated Damages shall however not exceed 10% of the total basic value of the order. The total value here means the total value of the order exclusive of taxes. **The date of receipt of material at our Stores at Baina, Vasco will be considered as date of delivery for the purpose of Liquidated Damages.**

6. **FORCE MAJEURE & EXTENSION IN DELIVERY PERIOD:** In case of failure to deliver the goods in time which shall have arisen due to war, insurrection, restraint imposed by the Government Act or Legislation or other Authority, accident, strike, riot, lock-out or unforeseen events beyond human control directly or indirectly interfering with the supplies of stores or from any cause which the purchaser may admit as reasonable ground for an extension of time, the purchaser will allow such additional time he considers reasonable provided that the contractor shall report to the purchaser the occurrence of any cause as aforesaid which will or might affect the performance of the contract within a reasonable time. Requests for extension received after expiry of the delivery schedule will not be entertained.

NOTE: 1. Bidders has to accept all the clauses at Sr. Nos. 1 to 6, failing which the offers will be summarily rejected.

2. Only one bid from a bidder will be accepted. In case, if two bids are furnished by one bidder, both the bids will be rejected. However, in case of a correctional second bid, the same should be marked accordingly on the envelope or indicated in the e-mail. The earlier bid will not be considered.

Kindly furnish your typed offer in cover marked **“MM/NS/DC/0111 due on 18.08.2021”**, which shall be opened on **18.08.2021 at 15.30 hrs.** The cover should reach this office latest by 15.00 hrs on the due date.

INSTRUCTIONS TO BIDDERS:-

- a. **Offers may be sent by e-mail with protected password.** The protected password of the e-mail shall be sent between 15.00 hrs. to 15.30 hrs. on **18.08.2021**, before the tender opening time on the official e-mail mm@mptgoa.gov.in. Offers by e-mail without protected password will be summarily rejected.
- b. **Bidders may also send their offers by Courier Service or by Post** and ensure that the same is received by this office within the due date i.e. **18.08.2021** and time i.e. **15.00 hrs.**
- c. Bidders may also submit their offers in sealed envelope and drop the same in the Tender Box kept at the MPT Administrative Office Building, 2nd Floor, MM Division, by 15.00 hrs. on the due date. The offers to be put in Tender Box earmarked for the subject tender, indicating the relevant subject, tender number and due date. The offers will be opened on the due date i.e. **18.08.2021 at 15.30 hrs.** The offers, if dropped in the tender box not earmarked for the same i.e a different tender box, the offer will not be considered.
- d. Offers received after the due date and time will not be considered.
- e. The bidders, if desire, may witness the bids opening at our premises on the due date **18.08.2021** at 15.30 hrs.

Thanking you,

Yours faithfully,

DY. MATERIALS MANAGER