

MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT

MM/NS/CME/0202/
To,

08.12.2021

Dear Sir,

Sub:- Enquiry No. MM/NS/CME/0202.

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

Sr. no.	Description	Qty. & Unit	Rate/ Unit (Rs.)	Freight/ Unit (Rs.)	Insurance /Unit (Rs.)	Others /Unit (Rs.)	GST/ Unit (Rs.)	FOR Destina tion Amount /Unit (Rs.)	HSN Code & Brand
1.	<p>Supply of Laptop with the following specifications: 1)Processor: 8th Generation (or higher)Intel Core# i3 2)RAM: 8 GB DDR4 RAM or higher 3)256 GB SSD or higher 4)Intel Integrated Graphics 5)Operating System: Windows 10 Pro (64 bit) 6)INTEL Integrated Graphics Ports : 1 USB 3.1 C type, 2 USB 3.1, HDMI, Network connector/Ethernet port (RJ-45) 7)15.6" Non touch HD Anti Glare display or higher Integrated HD video webcam 8)3 pin AC Adaptor Pin with single phase 230V AC input 9)45 Whr Li-Ion laptop Battery 10)Integrated High Quality Speakers 11)Inbuilt 8020.11ac Dual Band(2x2) wireless adapter + Bluetooth 12)Internal Querty Keyboard 13)Drivers and utilities 14)Three years onsite Warranty & Service 15)USB Mouse 16)Carry Bag</p> <p>The supplier should have Hardware & Software Support Center in Goa and the supplier should be authorised dealer of laptop OEM.</p>	03 Nos.							

TERMS & CONDITIONS

- 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.
- PRICES:** Kindly quote your prices on F.O.R. destination basis inclusive of transit insurance indicating clearly the quantum of GST.
- DELIVERY:** The delivery period is within 4 weeks. You will have to dispatch the material to our store, duly insured, on FOR Destination basis, upon receipt of our firm order.
- 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, freight etc. **The date of receipt of material at our Store at Baina, Vasco will be considered as date of delivery for the purpose of Liquidated Damages.**

5. **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.
6. **GUARANTEE/WARRANTY:** Batteries shall carry a guarantee/warranty against manufacturing defects or use of faulty material/workmanship for a period of 12 months from the date of supply. Each battery should have serial number, date of manufacture and warranty card submitted at the time of supply. In case of any fault during the warranty period, the supplier will have to make arrangements to collect, repair/replace and return the item.
7. The supplier should have Hardware & Software Support Center in Goa and the supplier should be authorised dealer of laptop OEM. In this regard, a certificate of dealership from the OEM with validity, should be submitted alongwith the offer.
8. **SECURITY DEPOSIT:** Within 14 days of acceptance of the tender, the successful tenderer will have to effect a Security Deposit amount equal to 3% of the basic value of the order. The same will be deducted from the bill and retained till the expiry of warranty period.

NOTE: Bidders have to accept all the clauses at Sr. Nos. 1 to 8 without which bid will be summarily rejected.

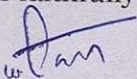
Kindly furnish your typed offer in sealed cover marked "**MM/NS/CME/0202 due on 24/12/2021**", which shall be opened on **24/12/2021 at 15.30 hrs.** The cover (offer) should reach this office latest by 15.00 hrs on the due date.

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 **24.12.2021**, 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. **24.12.2021** 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. **24.12.2021 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 bidder shall submit only one bid for this tender. In case the bidder submits more than one Bid for this tender, all his bids will be summarily rejected.
- f. The bidders, if desire, may witness the bids opening at our premises on the due date **24.12.2021** at 15.30 hrs.

Thanking you,

Yours faithfully,



SR. DY. MATERIALS MANAGER