



MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT

MM/NS/CMO/

11.09.2018

To,

1. Prabha Electricals, Baina
2. Prabhu Electricals, Panaji
3. Stephen & Company, Margao
4. Ellora Enterprises, Vasco
5. Bhawarlal & Co., Ponda
6. A-1 Electricals, Mapusa
7. Darshana Enterprises, Baina
8. Armazem Pradip, Vasco
9. Jay Laxmi Electricals, Mapusa
10. Cassun Electricals, Nuvem
11. Raj Electricals, Vasco

Dear Sir,

Sub:- Enquiry No. MM/NS/CMO/0121 due on 21.09.2018.

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

Sr. No.	Description	Qty.	U/Rate (Rs.)	Freight (Rs.)	Insurance (Rs.)	GST (Rs.)	FOR Destination Total Amount (Rs.)	HSN Code & Brand Offered
1.	Supply of pedestal fan, single phase, sweep 16", high speed, having low, medium and high speed control, oscillating, with 3 blades (PVC). Brand: Bajaj/Crompton/V-Guard/Almonard / Havells	6 Nos.						

Kindly note that we are a Govt. of India organization, and as such:-

1. **PAYMENT:** Our payment shall be 100% payment within 30 days of receipt and installation of material/invoice/documents by ECS/EFT. Suppliers Invoice should indicate the suppliers and MPT's GST numbers and the material HSN number. Confirm acceptance.
2. **DELIVERY:** The delivery period is within 2 weeks. You will have to dispatch the material to our store, duly insured, on FOR Destination basis. Confirm acceptance.
3. **LEAFLET:** A leaflet/brochure of the fan offered should be enclosed along with the offer.
4. **WARRANTY:** Indicate the warranty period in your offer.

Kindly furnish your offer in sealed cover marked "MM/NS/CMO/0121 due on 21.09.2018", which shall be opened on 21.09.2018 at 15.30 hrs. The cover (offer) should reach this office latest by 15.00 hrs on the due date.

Thanking you,

Yours faithfully,

MATERIALS MANAGER

Correspondence Address: 2nd Floor, A.O. Building, Headland-Sada, Mormugao, Goa - 403 804
Material Supply Address: Baina, Opp. Baina Beach, Vasco-da-Gama, Goa - 403 802
Phone: 0832- 2520222, 2520220, Fax: 0832-2520227
Web Site: www.mptgoa.com, E-Mail mm@mptgoa.gov.in