



MORMUGAO PORT TRUST
INFORMATION TECHNOLOGY CELL
FINANCE DEPARTMENT

FA/IT(7-THINCLIENT)/2021/979

19.10.2021

To

1. M/s J. P. Computers Pvt. Ltd
2. M/s Infocom Solutions
3. M/s RITSNet
4. M/s Inspirisys Solutions Pvt. Ltd
5. M/s Magnamious Systems Pvt. Ltd

Dear Sir/Madam,

Last Date and Time for Submission of Tender: 29.10.2021 on or before 15.00 hrs.

Sub : Deployment of 1 no. Resident Service Engineer for the Ports existing 190 nos. Thin Client PCs and existing DELL Blade Servers for period of One year.

Ref : Tender No. FA/IT(7-THINCLIENT)/2021/979 due on 29.10.2021 at 15.00 hrs.

Mormugao Port Trust (MPT) is inviting bids for Deployment of 1 no. Resident Service Engineer for the Ports existing 190 nos. Thin Client PCs and existing DELL Blade Servers for Period of One year in sealed double cover system at the following address:

Asst. Director (EDP),
IT Cell, Finance Department,
1st Floor, Administrative Building,
Headland Sada, Goa 403 804.
Phone No. 0832-2594419, 2594416
Mobile No. 9423059724, 9921903388

The sealed tender (double cover system comprising of Technical Bid Cover and Price Bid Cover) should reach the Assistant Director (EDP) up to 15:00 hours on 29.10.2021. The Technical Bid will be opened on the same day at 15:30 hours in the Conference Room located on the first floor of the Finance Department at Administrative Building, Headland Sada, Goa in the presence of representatives of tenderers who wish to be present by observing required Covid Norms. Bids received after due date and time are liable to be rejected. The sealed envelope should be superscribed as "Deployment of 1 no. Resident Service Engineer for the Ports existing 190 nos.

Thin Client PCs and existing DELL Blade Servers for Period of One year” containing therein sealed Technical Bid cover and sealed Price Bid Cover. Those Bids which meet Minimum Eligibility Criteria and fulfilling other Technical Specifications/Requirements will be considered for further evaluation. The Price Bid should include only price. Both the covers to be sealed and to be enclosed in another sealed envelope.

Tenders should be kept valid for a minimum period of **90** days from the date of opening and shall conform to the Terms and Conditions of the Tender.

The administration reserves the right to reject any or all tenders or accept any tender wholly or in part without assigning any reason whatsoever.

Yours faithfully,

Sd/-

Financial Adviser & Chief Accounts Officer

MORMUGAO PORT TRUST
INFORMATION TECHNOLOGY CELL
FINANCE DEPARTMENT

Instructions to Tenderers

1. **Tenders received before the last date and time will be opened on due date at 15.30 hrs.** The bidders or their representatives can witness the tender opening if desired by observing required Covid Norms.
2. Tender Fees of Rs.500/- (Rupees Five Hundred only) is payable by the bidder. The mode of payment towards Tender Fees to be preferably paid online through e-payment mode before due date by National Electronic Fund Transfer (NEFT)/ Real Time Gross Settlement (RTGS). Please note that payments made through NEFT/RTGS will take 24 hours for its reconciliation. Hence payments made through NEFT/RTGS should be made at least two bank working days in advance before due date. However, bidder can pay Tender Fee in the form of Demand Draft drawn in favour of Mormugao Port Trust, payable at Mormugao Harbour/Vasco da Gama which shall be furnished along with the Bid. Without Tender Fee, the bid is liable to be treated as invalid.
3. GST will be paid extra as applicable. Any statutory changes in taxes can be considered only if these changes occur within the contractual service delivery period.
4. The Tender Documents should be signed and submitted in acceptance of all the Terms and Conditions mentioned therein. In case this is not done the tender is liable to be rejected.
5. If the offers are found to deviate from our Commercial Terms & Conditions and Technical Specifications they are liable to be rejected.
6. The Administration reserves the right to reject any tender in part or in whole without assigning any reason for doing so.

Sd/ -

FINANCIAL ADVISER & CHIEF ACCOUNTS OFFICER

NOTE: The above format should be attached to your offer duly signed and stamped failing which your offer will be considered as incomplete and liable for rejection. Further, ensure that every page is signed and stamped.

MORMUGAO PORT TRUST
INFORMATION TECHNOLOGY CELL
FINANCE DEPARTMENT

COMMERCIAL TERMS AND CONDITIONS

1. **PRICES:** Prices quoted should be as per the Price Bid format. GST will be paid extra as applicable. The prices should be firm for a period of 90 days from the date of opening of the tender. However, in case of any statutory revision in taxes within the validity period of tender, the same will be considered provided you furnish documentary evidence such as copy of Govt. notification.
2. **AMC PERIOD:** The duration of the contract will be ONE Year i.e. from 01.12.2021 to 30.11.2022 and the same may be extended upon satisfactory completion of one year service for further period of One year with mutual consent at existing rate and terms & conditions.
3. **SERVICE CENTER:** The Bidder should have Branch Office/Service Centre in Goa for local support/repairs as and when required. Proof of Branch Office address to be submitted.
4. **PAYMENT:** The service charges will be paid on quarterly Pro-rata basis after satisfactory completion of each quarter (3months) and submission of invoice (in Duplicate) and service report for the billed quarter. The contractor shall furnish their bank account number PAN card, MICR number Name of the Branch along with Bill for arranging payment made through E.C.S. by the Trust
5. **TENDER FEES:** Tender Fees of Rs.500/- (Rupees Five Hundred only) is payable by the bidder. The mode of payment towards Tender Fees could be paid online through e-payment mode before due date by National Electronic Fund Transfer (NEFT)/ Real Time Gross Settlement (RTGS). Please note that payments made through NEFT/RTGS will take 24 hours for its reconciliation. Hence payments made through NEFT/RTGS should be made at least two bank working days in advance before due date. However, bidder can pay Tender Fee in the form of Demand Draft drawn in favour of Mormugao Port Trust, payable at Mormugao Harbour/ Vasco da Gama which shall be furnished along with the Bid. Without Tender Fee, the bid is liable to be treated as invalid.
6. **GATE PASS:** Entry Passes would be provided free of charge to the Resident Service Engineer deployed by the Bidder at MPT Site.
7. **SERVICE TIMINGS:** The Service Engineer shall avail weekly off on Saturdays and Sundays. However, in case of breakdown/faults, he should attend the same immediately, irrespective of non-working days and also beyond normal working hours. In case the Engineer avails leave, a suitable replacement shall be arranged with intimation to the Port's IT in-charge.
8. **LABOUR:** The Contractor shall at all times during the continuance of the Contract comply fully with all existing Acts, Regulations and bye law as including all statutory amendments and re-enactment of the Central Government and other local authorities and any other enactment and acts that may be passed in future either by the Central Government or local authority, including Indian Workmen's Compensation Act, Labour Laws and Equal Remuneration Act, 1976, Factories Act, Minimum Wages Act ,IE Act 1956, etc.

9. **AGREEMENT:** On receipt of award of work, Security Deposit to be furnished and an Agreement shall be executed on stamp paper of Rs.1000/- between the BOARD and the successful Bidder within 30 days of the award of the contract or in default and until, a formal agreement is prepared and executed, this tender together with written acceptance thereof shall constitute a binding contract.
10. **BID SECURITY DECLARATION :** The bidder is required to sign “Bid Security Declaration” and include along with the Bid accepting therein that if the Bidder withdraws his tender during the period of tender validity; or invalidates his tender; or wants to modify his tender unilaterally during the period of tender validity or refuses to accept the correction of errors or if any of the documents submitted with tender or thereafter are found false / forged, during tender evaluation or during contract execution, then they will be suspended for a period of one year. Further, the Bidder would be also suspended for one year in case of the Bidder fails to accept/sign the contract or fails to execute the contract as per terms and conditions.
11. **SECURITY DEPOSIT:** Within 14 days of acceptance of the tender, the successful tenderer will have to affect a Security Deposit equal to 3% of the total value of the Rate Contract by Demand Draft or by Bank Guarantee from a Scheduled Bank. The Demand Draft should be drawn in favour of the Financial Advisor and Chief Accounts Officer, Mormugao Port Trust, Goa payable at Mormugao Harbour, Goa. However, in case the Security Deposit is furnished by way of Bank Guarantee, the same should be valid for a minimum period of 36 months from the date of commencement of the contract with a claim period of further 2 months.
12. **TERMINATION OF WORK ORDER/CONTRACT:** In the event of failure on the part of the Bidder to commence the services within 15 days from the date of award of Work Order or if the services provided are found to be poor, MPT reserves the right to cancel the Work Order at any time and terminate the Contract leading to forfeiture of Security Deposit and Retention Money.
13. **COMPENSATION FOR DELAY IN EXECUTION OF CONTRACT:** If the Bidder fails to commence the work in all respects within the time specified or within the extended time that may be allowed by the Port, the Bidder shall pay to the Port a sum equivalent to 0.5% per week or part thereof of the total value of the contract subject to a maximum of 5% of the total value of contract as liquidated and ascertained damages and not by way of penalty which may also be deducted from any moneys due to the Bidder. The payment of such damages does not relieve the Bidder of his obligations to complete the work or from any other obligations or liabilities under the contract.
14. **ADDITIONAL DETAILS :** The full details as regards Permanent Account Number (PAN) (Income Tax) Bank A/C No. and type of A/C, Name, Address, MICR Code and IFSC Code of Bank, GST etc. should be furnished as per the formats specified in attached Annexures.

15. **JURISDICTION:** In case of any dispute the jurisdiction will be GOA only.

We hereby agree to all the above terms and conditions.

Signature and Seal of Tenderer

NOTE: This above format should be included in Technical Bid Cover of your offer duly signed and stamped, failing which your offer will be considered as incomplete and liable for rejection.

MORMUGAO PORT TRUST
INFORMATION TECHNOLOGY CELL
FINANCE DEPARTMENT

TENDER FORM

To
FA & CAO
Mormugao Port Trust,
1st Floor, A.O. Bldg.,
Headland, Sada, Mormugao,
Goa - 403 804.

I/we _____ do hereby tender to **Deployment of 1 no. Resident Service Engineer for the Ports existing 190 nos. Thin Client PCs and existing DELL Blade Servers for period of One year** at the prices quoted by us and as per Technical Specifications and other Terms and Conditions of the Tender.

I/We further agree to effect a deposit with the Financial Advisor and Chief Account Officer, Mormugao Port Trust, Headland Sada, Mormugao, Goa within 14 days of such acceptance of my/our tender (in cash, by Demand Draft or in the form of Bank Guarantee from any scheduled Bank) equal to 3% of the amount for which the tender has been accepted towards Security Deposit.

Signature of the Contractor

Name: _____

Address: _____

Witness: 1. _____

2. _____

REMARKS: Kindly submit this form duly signed and stamped in your Technical Bid or else your offer is liable to be rejected.

PRICE SCHEDULE COVER

FA/IT(7-THINCLIENT)/2021/979 DATED 18.10.2021

Sr. No	Description	Unit	Qty	Rate/Unit (Rs.) exclusive of GST		Applicable GST (%)	Amount (Rs.) exclusive of GST
				In Fig	In Words		
1.	Deployment of 1 no. Resident Service Engineer for the Ports existing 190 nos. Thin Client PCs and existing DELL Blade Servers for period of One year	Month	12				
	TOTAL						

(In Words Rupees _____
_____ only)

1. The tenderers are requested to fill up the above details in the Price Schedule and enclose in the cover.
2. Offers not given in above format are liable to be rejected.
3. The offered rates shall be exclusive of GST

Date: _____

Name, Signature & Seal of the Tenderer

MORMUGAO PORT TRUST
INFORMATION TECHNOLOGY CELL
FINANCE DEPARTMENT

MINIMUM ELIGIBILITY CRITERIA & SCOPE OF WORK

1.0 FINANCIAL ELIGIBILITY:

1.1 Bidder's experience of having successfully completed the work of Annual Maintenance Contract comprising of Support/Maintenance of Windows Servers 2012/2016, Thin Clients, VMware etc. during the last three years from the due date of submission of bid. The Work Order as well as completion date should be within last 3 years from the due date of submission of bid. Copy of the Purchase/Work Order along with corresponding completion certificate from the client should be furnished. The completed works should be either of the following: -

1.1.1 Three similar completed works of not less than Rs. 1,24,800/- OR

1.1.2 Two similar completed works of not less than Rs. 1,87,200/- each OR

1.1.3 One similar completed works of not less than Rs. 2,49,600/- each

1.2 Similar Works means "Support / Maintenance of Windows based Servers, Thin Clients, VMware, etc."

1.3 Bidder shall enclose the copies of work orders for similar works, successful completion certificates with performance from clients indicating the date of completion, value of work done etc

1.4 Bidder should have his Branch Office/Service Centre in Goa for local support/repairs if required.

1.5 The Bidder should be an authorized OEM vendor for DELL and/or ACER Thin Clients
[Dealership Certificate to be enclosed by the bidder]

1.6 The Bidder should be "a local supplier" as defined in the Notification dated 06.12.2019 (Preference to Make in India) issued by Ministry of Electronics and Information Technology.

1.7 As per Annex III of Public Procurement Order 1 dated 23.07.2021, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.

1.8 “Bidder” (including the term ‘tenderer’, ‘consultant’ or service provider in certain context) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the description of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.

1.9 “Bidder from a country which shares a land border with India” for the purpose of this order means: -

- a. An subsidiary incorporated, established or registered in such a country; or
- b. A subsidiary of an entity incorporated, established or registered in such a country; or
- c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
- d. An entity whose beneficial owner is situated in such a country; or
- e. An Indian (or other) agent of such an entity; or
- f. A natural person who is a citizen of such a country; or
- g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

1.10 The *beneficial owner* for the purpose of para 1.8 above will be as under:

1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation—

- a. “Controlling ownership interest” means ownership of or entitlement to more than twenty-five per cent. of the shares or capital or profits of the company;
 - b. “Control” shall include the right to appoint majority of the directions or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
2. In case of partnership firm, the beneficial owner is natural person(s) who, whether acting alone or together, or through one or more judicial person, has ownership of entitlement to more than fifteen percent of capital or profit of the partnership;

3. In case of unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals.

4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;

5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

- 1.11 An agent is a person employed to do any act for another, or to represent another in dealings with third person.
- 1.12 The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.
- 1.13 In case the bidder is falling within the purview of above para nos. 1.6,1.7,1.8,1.9,1.10 & 1.11, then it is mandatory to submit a certificate as per proforma provided at Annexure F

MORMUGAO PORT TRUST
INFORMATION TECHNOLOGY CELL
FINANCE DEPARTMENT

2.0 SCOPE OF WORK

2.1. 1 no. Qualified Service Engineer possessing minimum three years' experience in maintenance of Windows 2012/2016 Servers and VMWare needs to be deputed at MPT site for manning of existing 190 nos. DELL & ACER make Thin Clients and existing DELL Blade Servers. Copies of minimum three years' aforesaid experience of the service engineer should be furnished by the bidder.

2.2. The Bidder should be an authorized OEM vendor for DELL and/or ACER Thin Clients.

2.3. The duration of the contract will be one-year i.e. from 01.12.2021 to 30.11.2022

2.4. The Engineer to be deputed should have knowledge of Windows 2012/16 Server Operating System, Microsoft Windows Remote Services, Active Directory, Windows File Server, Printer and Domain Server, DHCP and VM-ware for virtualization of applications like ERP, Intranet, customized software etc., with minimum experience of three years in the field.

2.5. The Engineer should carry the below activities:

- a) Urgent/Normal Server Shutdown
- b) Monitoring and Maintenance VMware Server – Vmware hosts, vCenter Server Appliances, VM creations etc
- c) Monitoring and Maintenance Dell VRTX Chassis Controller and Server
- d) Thin client Installations/Re-installations and Maintenance
- e) Server OS/VMware failure rectification
- f) System and User Data Backups
- g) Server OS/VMware Updates
- h) Thin Client Systems: Ensuring
 - (i) Data replication takes place on both the terminal servers
 - (ii) Printers continuously available for printing
 - (iii) Adding new printer on print Server
 - (iv) Password resets or creation
 - (v) New user profile creation

(vi) Reporting/Attending of Hardware failures of Servers and Thin Clients.

(vii) Migration of users of all PCs (non-thin clients also) to the domain. Ensure Users are always on the domain even after PC is formatted.

(viii) Ensuring Anti-virus is Up to Date.

2.6. The Service Engineer shall avail weekly off on Saturdays and Sundays. However, in case of breakdown/faults, he should attend the same immediately, irrespective of non-working days and also beyond normal working hours.

2.7. Although the Maintenance contract is non-comprehensive, in case of any failures of thin clients or its components, the vendor should provide MPT with the budgetary quotes from the OEM for the repairs of the same.

2.8. The Engineer should have his own two-wheeler vehicle to promptly attend to calls in Port areas.

2.9. The Bidders are advised to visit the site and get acquainted regarding the nature of the work involved at site conditions before quoting the rate.

2.10. The Contractor shall take utmost care during the execution of the work, if any damage to Port property, the cost of the damage shall be deducted from the Contractor's bill.

2.11. The Contract may be extended further by period of one year upon satisfactory completion of 01-year services based on mutual consent of both the parties with existing rate and terms & conditions.

2.12. In case the Engineer avails leave, a suitable replacement shall be arranged with intimation to the Port's IT in-charge.

MORMUGAO PORT TRUST
ELECTRONIC PAYMENT SYSTEM MANDATE FORM

The details for processing the payment through RTGS as below: -

Name of the Beneficiary	MORMUGAO PORT TRUST
Address of Beneficiary with PIN Code	Administrative Office Building, Headland Sada, GOA - 403804
PAN Number	AAALMO293P
Name & Mobile Number of responsible person	TULSIDAS PALYEKAR / tulsidas.palyekar@mptgoa.gov.in
Name of the Bank and Branch	STATE BANK OF INDIA, Harbour Branch
Bank Telephone No.	0832-2594421
Address of the Bank	STATE BANK OF INDIA MORMUGAO HARBOUR, GOA – 403803
MICR Code of the Bank	403002024
IFSC Code No.	SBIN0002164
Type of Account and Branch Code	Current Account / Branch Code:- 002164
Account number of the Bank	10438017048
Beneficiary E-mail ID	cash@mptgoa.gov.in

MORMUGAO PORT TRUST**GST PARTICULARS TO BE FURNISHED BY BIDDER IF APPLICABLE**

Sr No	Particular	Mormugao Port Trust	Data Required
1	Customer Name as per GST Registration Certificate	Mormugao Port Trust	
2	Full Postal Address	Administrative Building, Headland Sada.	
3	City	Goa	
4	Pin code	403 804	
5	PAN	AAALM0293P	
6	Type of Person	Local Authority	Company/Firm/Individual/Trust/LLP/AOP
7	Resident/Non Resident as per Income Tax Act	Resident	
8	ARN No.	AA30617001663N	
9	GST No.	30AAALM0293P1ZY	
10	PPOB (Principal Place of Business) or APOB (Additional Place of Business)	PPOB	
11	Reason for Non Registration (Turnover Limit / Non Taxable Supply / Other Reason)	NA (Registered Under GST)	
12	Type of Customer (Manufacturer/Trader/Importer/Depot/Service Provider/Works Contractor/Principal/Consumer)	Service Provider	
13	Whether Falling under SEZ unit or Developer? (Yes or No)	No.	
14	Whether B2B or B2c (B= Business & C= Customer)	B2B	
15	Whether Opted for Composition Lavy Scheme? (Yes or No)	No.	
16	Whether falling under casual taxable person as per Section 2(20) of CGST Act,2017 (yes or No)	No.	
17	Whether falling under Non Resident taxable person as per	No.	

	section 2(77) of CGST Act, 2017 ? (Yes or No)		
18	Central Excise Registration No.	--	
19	Service Tax Registration No.	AAALM0293PST0 01	
20	VAT - TIN	30181201096	
21	CST - TIN	V/CST/1683	
22	IEC	1706000073	

I, Mr./Mrs. _____ (Proprietor/Partner/Director) of M/s
 _____ do certify that the information given above is
 complete and correct.

Place:

Signature

Date:

(Name: _____)

MORMUGAO PORT TRUST**DETAILS FOR SUBMISSION BY VENDORS ALONG WITH TENDER.****A. VENDOR DETAILS OF VENDOR**

1.	Name of the Organisation	
2.	Address (in detail)	
3.	Telephone no.	
4.	E-mail ID	
5.	PAN No.	
6.	Tax Identification No. (TIN)	
7.	GST Registration No.	
8.	Employee Provident Fund (PPF)	
9.	Employee State Insurance Scheme (ESIC) Registration No.	

B. BANK DETAILS OF VENDORS.

1.	Bank Name	
2.	Bank Branch Address (in detail)	
3.	Bank Branch Code	
4.	Bank Account No.	
5.	Bank Account Type	
6.	Magnetic Ink Character Recognizer (MICR)	
7.	IFSC Code.	

ANNEXURE D

FORM OF AGREEMENT

(To be executed on stamp paper/s of Rs.1000)

This Agreement is made this _____ day of _____, two thousand twentyone between the Board of Trustees of Mormugao Port Trust, a body corporate under Major Port Trust Act, 1963 (hereinafter referred to as the "Board" represented by _____, _____ which expression shall, unless excluded by or repugnant to the context be deemed to include their successors in office and assigns) on the ONE PART and M/s. _____, a company incorporated under the Companies Act,1965 and having its registered office at

_____, (hereinafter referred to as **Contractor** which expression shall, unless excluded by or repugnant to the context be deemed to include his heirs, executors, administrators, representatives and assigns or successors in office) on the OTHER PART,

Whereas the Board of Trustees of the Mormugao Port Trust has entrusted the job of **Deployment of 1 no. Resident Service Engineer for the Ports existing 190 nos. Thin Client PCs and existing DELL Blade Servers for period of One year** vide Work Order No. _____ dated _____ and other documents enclosed at "Annexure A" to "Annexure H" hereinafter shall be deemed to form and be read and construed as part of this agreement.

Now this Agreement witnesseth as follows:

In this agreement words and expressions shall have the same meanings as are respectively assigned to them in the conditions of contract hereinafter referred to.

The Contractor hereby covenants with the Board of Trustees of Mormugao Port Trust to execute the 'Service' in conformity, in all respects with the provision of the agreement.

The Board of Trustees of Mormugao Port Trust hereby covenants to pay the contractor in consideration of such execution of the 'Service' the 'Contract price' at the time and in the manner prescribed by the contract.

IN WITNESS WHEREOF the parties hereunto set their hands and seals the day and year first written.

FOR AND ON BEHALF OF
MORMUGAO PORT TRUST

FOR AND ON BEHALF OF

Authorised signatory

Authorised Signatory

Name:

Name:

Title:

Title:

In the presence of :

In the presence of :

ANNEXURE E

FORM OF BANK GUARANTEE FOR SECURITY DEPOSIT

(To be executed on stamp paper/s of Rs.500/-)

Tender No. FA/IT(7-THINCLIENT)/2021/979

In consideration of the Board of Trustees of the Mormugao Port Trust (hereinafter called "The Board") having offered to accept the terms and conditions of the proposed agreement between _____ and _____ (hereinafter called "the said Contractor(s)" for the work _____ (hereinafter called "the said agreement") having agreed to production of an irrevocable Bank guarantee for Rs. _____ (Rupees _____ only) as a security/guarantee from the Contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We _____ (hereinafter referred to as the "Bank") hereby undertake to (indicate the name of the Bank) pay to the Board an amount not exceeding Rs. _____ (Rupees _____ only) on demand by the Board.
2. We _____ (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this Guarantee without any demur, merely on a demand from the Board stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs. _____ (Rupees _____ only).
3. We, the said Bank, further undertake to pay to the Board any money so demanded not withstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder, and the Contractor(s) shall have no claim against us for making such payment.

4. We _____ (indicate the name of the Bank) further agrees that the Guarantee hereincontained shall remain in full force and effect during the period that would be taken for the performance of the said agreement, and it shall continue to be enforceable till all the dues of the Board under or by virtue of the said agreement have been fully paid, and its claims satisfied or discharged, or till the Officer-In-Charge, on behalf of the Board, certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s), and accordingly discharges this Guarantee.

5. We _____ (indicate the name of the bank) further agree with the Board that the Board shall have the fullest liberty without our consent, and without effecting in any manner our obligations hereunder, to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Board against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement, and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the Board or any indulgence by the Board to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the Constitution of the Bank or the Contractor(s). We _____ (indicate the name of the Bank) lastly undertake not to revoke this Guarantee except with the previous consent of the Board in writing.

7. This Guarantee shall be valid up to _____ unless extended on demand by the Board. Notwithstanding anything mentioned above, our liability against this Guarantee is restricted to Rs.

_____ (Rupees _____ only), and unless a claim in writing is lodged with us within six months of the date of expiry or extended date of expiry of this Guarantee all our liabilities under this Guarantee shall stand discharged.

Dated the _____ day of _____

Authorized Signatory for the Bank

(Indicate the Name of the Bank)

CERTIFICATE

I, the undersigned, _____ [Name of the Authorised Signatory] have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]”

For and on behalf of _____

(Name of the Firm/Entity)

Authorized signatory (To be duly authorized by the Board of Directors)

Name: _____

Designation: _____

Contact No: _____

Date: _____

(To be executed on Rs.20/- Non Judicial Stamp Paper duly Notarized)

Affidavit for Payment of Minimum Wages

I,(Name),agedyears,
S/o.....

.....(Name), Proprietor/Managing Partner/Managing Director
of.....

.....(Name of the Agency) do hereby solemnly affirm and state as follows:

- 1) I am competent to swear this affidavit on behalf of (Name of the Agency). I state that the wages to be paid to the workers engaged shall not be less than the minimum wages determined by appropriate Govt. Authority from time to time. Similarly, Provision of Provident Fund accounts are a legal obligation under the Contract Labour (Regulation and obligation) Act, 1970.
- 2) I shall be complied with the provisions of contract labour (Regular and Abolition) Act of 1970 and contract labour (Regular and Abolition) central rules 1971 and Minimum Wages Act & rules thereof Central and State Governments and will maintain the records as per the provisions made therein. In case of non-compliance of above labour regulations, claim for bills will not be entertained and also indemnify MPT from all such claims in future.
- 3) I shall be responsible for the safety & security of the workmen engaged by me and accordingly, I have made provisions for suitable insurance coverage and no extra claim shall be asked for the same from MPT.
- 4) I shall be complied to deposit the monthly wages of the employee in direct the particulars bank account in form of cash deposit or by e-payment only, as well as a true copy of the same (monthly payment details to the employee) shall have to be made available at the office of work incharge within 02 working days. If not so necessary action shall be taken by the competent authority against me/ agency.
- 5) In case of gross violation of the above terms and condition, I shall be black listed at the discretion of the department and will be debarred from participating in bids for all future tender invited by MPT

Dated this, the..... day of.....month Year.

PLACE:

DATE:

CHECKLIST FOR FURNISHING SCANNED DOCUMENTS

Sr. No.	Description	Indicate Whether Supports YES/NO
1.	Receipt of Tender Fees Paid (Rs.500/-)	
2.	Work Order copies	
3.	Completion Certificates with performance	
4.	Minimum three years' experience certificates of Service Engineer to be deployed	
5.	Dealership Certificate for Authorized OEM Vender for DELL and/or ACER Thin Clients	
6.	Whether Service Engineer possess vendor provided or self-owned Two-Wheeler?	
7.	Evidence of Branch office/Service Centre in Goa	
8.	Tender Form- Duly Signed & Stamped	
9.	Proforma for GST Details (ANNEXURE B)	
10.	Bank Details (ANNEXURE-C)	
11.	Certificate as per (ANNEXURE F)	
12.	Affidavit for Payment of Minimum Wages (ANNEXURE - G)	
13.	Entire Tender document, each page and form duly signed and filled in	