

**MORMUGAO PORT AUTHORITY**  
**ENGINEERING MECHANICAL DEPARTMENT**

**NOTICE INVITING BUDGETARY QUOTATIONS**

Name of Work	Budgetary Quotation for Hiring of 1 no. Midi Semi Luxury Bus on round the clock duty at Mormugao Port Authority
Date of submission of budgetary quotation	On or before 26.08.2022 at 1130 Hrs.
Address for communication:	<b>Executive Engineer (G),</b> Office of Chief Mechanical Engineer, Engineering Mechanical Dept., Mormugao Port Authority, A.O. Bldg, Headland Sada, Mormugao, Goa – 403804.
Contact Details	Phone :0832-2594227/17/12 Email : <a href="mailto:xeng.mpa@gmail.com">xeng.mpa@gmail.com</a>
Website	<a href="https://www.mptgoa.gov.in/">https://www.mptgoa.gov.in/</a>

Bidders are requested to submit their Budgetary Quotations as per enclosed format at **ANNEXURE – I & II**, to enable us to arrive an estimated cost for tendering.

Budgetary Quotation should be addressed to the "Executive Engineer (G)", Mormugao Port Authority, 2nd floor, AO building, Headland- Sada, Mormugao, 403804.

Executive Engineer (G),  
**MORMUGAO PORT AUTHORITY**

## SCOPE OF WORK

### 1. **General:**

Mormugao Port Authority intends to invite Budgetary Quotations for hiring of 01 no. Midi Semi Luxury Bus on round the clock duty to transport CISF personnel. The interested bidders are required to offer their budgetary quotations for both 01 and 03 year periods as the price schedule (Bill of Quantities) indicated at **Annexure-I & II** enclosed.

### 2. **Technical Specifications**

- 2.1 The semi Luxury Midi Bus shall be of model/manufacture not earlier than July 2019 having the milometer reading not exceeding 1,00,000 kilometers and in good working condition at the time of delivery.
- 2.2 The Midi Bus shall have certified seating capacity of not less than 28 passengers with white body colour, having minimum engine capacity of 3250 cc.
- 2.3 The Midi bus shall have number plate with yellow background & black lettering.
- 2.4 The Midi bus shall be registered in the state of Goa, having valid Registration Certificate (RC), fitness certificate, Road tax certificate, PUC, comprehensive insurance(covering all risks of Driver, helper and passengers traveling in the Vehicle) and all necessary permits for plying Midi bus on contract.
- 2.5 The bidder shall indicate the technical details of Midi Bus for which Budgetary Quotation is submitted, as per enclosed format at **Appendix – I**.

### 3 **Timing/Usage**

- 3.1 The Midi Bus shall be operated on round the clock duty (24x7) and shall report on all days irrespective of off, Saturdays, Sundays and Holidays without any additional charges.
- 3.2 The service conditions for the Midi Bus shall be 3000 kms per month and minimum charges per month shall be paid at the contracted rate.
- 3.3 Extra kms. as applicable exceeding the prescribed limit in a month shall be paid at the contracted rates.

- 3.4 The unused kilometers upto 200 kms as applicable in any month for the Midi Bus shall be carried forward and adjusted in the subsequent three months, against the Midi Bus at the same rates. All the decisions of the Controlling officer/User official in this regard shall be binding upon the contractor.
- 3.5 The Driver/helper of the Midi Bus will be given a Lunch/dinner break of 30 minutes as per convenience of MPA/CISF Controlling/User officer.
4. The cost of the fuel, maintenance, consumables, insurance, salary of personnel deployed and all other taxes in respect of the subject vehicle shall be borne by the contractor.
5. The contractor shall maintain the vehicle in good working condition as required under Motor Vehicle Act and shall comply with the instructions of the Regional Transport Authority.
6. The Contractor shall abide/comply by the laws/enactments or any other laws/acts which may be applicable/enforced from time to time in respect of the workmen employed by them under the contract including Minimum Wages Act, Employee's State Insurance Act and Employee's Provident Fund Act 1952 and schemes made under said Act. The contractor shall produce the remittance proof of monthly subscription of ESI/EPF in respect of the staff deployed by them along with the monthly bills.
7. In case of breakdown of the midi bus, an alternative arrangement shall be made by the contractor by deploying a substitute midi bus at the given time and place. Failure on the part of the contractor to make such alternate arrangement would entitle Mormugao Port Authority to get the scheduled trips performed at the risk and cost of the contractor. Besides, penalty charges will be recovered at the rate of Rs.2000/- per day from the bills of the contractor.
8. The contractor shall maintain a log book which would be supplied by the Port Administration for the midi bus, indicating therein mileage covered daily on each

trip as per the prescribed schedule. The opening and closing meter readings for each trip are to be recorded in the logbook of midi semi Luxury bus and each page should be signed by the driver of the midi bus with names and such milometer recording should tally with logbook maintained by the contractor with the milometer reading of the midi bus.

9. Toll, parking and ferry charges will be paid extra at actual on certification by the user.
10. The Contractor shall have to obtain Port entry pass for the Midi Bus and drivers/cleaners at his own cost for operating inside the Port area during the contract period as per applicable Scale of rates.
11. If any accident occurs, the Contractor shall intimate immediately to the Officer of the User Department, Safety Officer, CISF and Police Authorities.
12. Mormugao Port Authority shall not be liable in any way for any loss, damage, injury to any person or property caused by the Midi Bus while performing scheduled trips for the Mormugao Port Authority.
13. Port being a protected / custom bound area, the persons deployed by the Contractor for this intended service shall not indulge in any illegal, anti-social, anti-national activities.
14. The Contractor shall ensure that all safety and security regulations of the Port are adhered to.
15. The Midi bus should have the emblem of Mormugao Port Authority and should have the wording on the bus as ON CONTRACT CARRIAGE PERMIT TO "MORMUGAO PORT AUTHORITY".
16. The Midi Bus should be provided with a qualified driver with valid driving licence, having badge with clean record and helper. The driver/helper should report for duty in khaki uniform, with proper shave and haircut. In case if any Driver engaged on the midi bus is found without badge, a penalty of Rs.500/- (Rupees five hundred only) per day will be levied and same shall be recovered from the contractor's bill.

17. Mormugao Port Authority should not be held responsible for violation of traffic rules by the driver/conductor/helper of the Midi Bus.
18. The Midi Bus on reporting to Port, will be inspected jointly by General Administrative Department and Mechanical Engineering Department to ascertain its Roadworthiness before acceptance for plying under contract.
19. The employees of the contractor will have no link with Mormugao Port Authority and will have no right over privileges enjoyed by employees of the Board.
20. Contractor's employees shall behave politely and in a non-provocative manner with MPA/CISF staff. Contractor's employees should not be under the influence of intoxication during duty hours.
21. The contractor shall produce the following prior to commencement of the contract. a) Original Registration Certificate (b) Motor Insurance book (c) Fitness certificate (d) Tax book (e) passenger tax book (f) Permit, which shall clearly indicate that the bus is certified to carry not less than 28 seating passengers.
22. In case the vehicle needs to be taken to the workshop /service centre for periodical maintenance or any other repairs and maintenance then the contractor shall provide a substitute vehicle having capacity of not less than the original supplied as an alternative arrangement.
23. **RATES AND AMOUNTS INCLUDE ALL CHARGES:**

The rates and amounts submitted by the Bidder shall include all payments on account of taxes, levies, duties, royalties, etc. payable to the State of Goa or Government of India or any other authority or Body Corporate and all other incidental charges that the Bidder may have to bear for the execution of the Works. The Bidders shall make their own arrangements to ascertain the applicable rates in respect of Central Excise Duty from the concerned Govt. Authorities. However, GST will be extra as applicable. The rates shall be valid during the entire contract period subject to fuel price variation.
24. **FUEL PRICE VARIATION:**

In the event of an increase or decrease in fuel price, the monthly escalation amount to be paid and de-escalation amount to be deducted will be governed by the following formula.

  - a) Escalation = (Variation in Rs in price of fuel per litre x Total actual Kms. run in the month) / Average Kms. per litre.

b) De-escalation = (Variation in Rs in price of fuel per litre x Total actual Kms. run in the month) / Average Kms. per litre.

Fuel consumption shall be considered as 6.5 kms/litre. The contracted rates will be based on the price of Petrol in Vasco as on date of issue of Letter of Award (LOA). The escalation/de-escalation clause is applicable for only the actual kilometers run by the car. The fuel escalation shall be computed considering the price of fuel on the day fuel is refilled by producing the bill of each time fuel is refilled for the month in which services are provided.

Executive Engineer (G),

**MORMUGAO PORT AUTHORITY**

**BUDGETARY QUOTATION**  
**PRICE SCHEDULE (BILL OF QUANTITIES)**  
**FOR 03 YEARS PERIOD**

Budgetary Quotation for Hiring of 1 no. Midi Semi Luxury Bus on round the clock duty for a period of 3 years at Mormugao Port Authority

**1. PART-I (Monthly Charges)**

Sr. No.	Description of Work	Unit	Unit Rate/Month (in Rs.)		GST%
			In Figure	In Words	
1	Monthly Charges for Hiring of 1 No. Midi Bus on round the clock duty upto 3000 kms per month. (For a period of three years)	month			

**2. PART-II (Additional Kilometers)**

Sr. No.	Description of Work	Unit	Unit Rate/Km (in Rs.)		GST %
			In Figure	In Words	
1	Rate per km. exceeding 3000 kms in a month.	Km			

**Note:** The bidder shall quote the price exclusive of GST. Applicable GST shall be paid on the quoted price. The bidder shall indicate the applicable GST rate.

**BIDDER'S SIGN WITH SEAL**

**Place:**

**Date:**

**BUDGETARY QUOTATION**  
**PRICE SCHEDULE (BILL OF QUANTITIES)**  
**FOR 01 YEAR PERIOD**

Budgetary Quotation for Hiring of 1 no. Midi Semi Luxury Bus on round the clock duty for a period of 1 year at Mormugao Port Authority

**3. PART-I (Monthly Charges)**

Sr. No.	Description of Work	Unit	Unit Rate/Month (in Rs.)		GST%
			In Figure	In Words	
1	Monthly Charges for Hiring of 1 No. Midi Bus on round the clock duty upto 3000 kms per month. (For a period of one year)	month			

**4. PART-II (Additional Kilometers)**

Sr. No.	Description of Work	Unit	Unit Rate/Km (in Rs.)		GST%
			In Figure	In Words	
1	Rate per km. exceeding 3000 kms in a month.	Km			

**Note:** The bidder shall quote the price exclusive of GST. Applicable GST shall be paid on the quoted price. The bidder shall indicate the applicable GST rate.

**BIDDER'S SIGN WITH SEAL**

**Place:**

**Date:**

**TECHNICAL DETAILS OF MIDI BUS**

<b>Description</b>	<b>Details of Midi Bus</b>
Power (HP)	
Gross weight (Kg)	
Engine Capacity (cc)	
Seating Capacity (nos.)	
Brand	
Model/Manufacture (Month/Year)	
Kilometer run as on date of submission of quotation (kms)	

**BIDDER'S SIGN WITH SEAL**

**Place:**

**Date:**