



AN ISO 9001:2015 PORT

**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT.**

**QUOTATION NOTICE**

**QUOTATION NO. CE/Q-57 /2019**

Sealed item rate quotations are invited from contractors registered with Engineering (Civil) Department of Mormugao Port Trust for undertaking the work : “**Arrangement of shade for Immigration counters at Breakwater Berth and Supply of labour for works related to Cruise Vessel arrivals (2019)**”

Cost of Quotation:	: Rs.500/-
Earnest Money Deposit	: Rs. 8670/-
Estimated cost of work	: <b>Rs.4,33,140.00/-</b>
Time limit of completion	: <b>20 Cruise vessels arrival.</b>

Quotations are invited from registered contractors and the form can be obtained from the office of the Chief Engineer, Mormugao Port Trust, Headland Sada, during office hours from **16/08/2019 to 23/08/2019** on application.. Volume I comprising of Instruction to Tenderers, General and Special Conditions, General Specifications etc. of Mormugao Port Trust will be considered as part of Quotation Form.

Quotation shall be accompanied by Earnest Money Deposit of Rs.8670/- either deposited with FA & CAO Mormugao Port Trust in Cash or enclosed Demand draft. Quotation without Earnest Money Deposit in the stipulated form will not be considered.

Quotation duly completed should reach the office of the Chief Engineer, Mormugao Port Trust, Headland Sada by 15.00 hours on **23/08/2019** and they will be opened at 15.30 hours on the same day in the presence of quoters as may wish to be present.

The Port Trust reserves the right to reject any or all the quotations without assigning any reasons thereof.

CHIEF ENGINEER

Headland Sada. Date :-



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**APPENDIX – I**

**Name of work: “Arrangement of shade for Immigration counters at Breakwater Berth and Supply of labour for works related to Cruise Vessel arrivals - 2019**

<b>Particulars</b>		<b>Clause of G.C.</b>	
<b>S.N.</b>	<b>Particulars</b>	<b>Clause of G. C.</b>	<b>Details</b>
1.	Amount of Security Deposit and time	-----	EMD will be converted into SD and the balance money will be recoverable from runnings bills)
2.	Period for commencement from the Chief Engineer's orders to commence.	-----	As per the programme of arrival of cruise vessel ( List enclosed for reference )
3.	Time of Completion	-----	<b>20 Cruise vessel arrivals</b>
4.	Amount of liquidated damages.	-----	Calculated at 0.5% value of the contract per week of seven days, or part thereof subject to a ceiling of 5% value of the contract.
5.	Free Period of maintenance.	-----	Nil
6.	Percentage of retention from each running account bill	-----	10%.of work done For each running bill.
7.	Limit of Retention Money	-----	10% value of the contract.
8.	Total Security Deposit and Retention Money.	-----	EMD Plus 10% value of the contract recovered from the running bills.
9.	Minimum amount of interim Certificate.	-----	50,000/-
10.	Time within which payment to be made after contractor's submission of the bill.	54(1)	100% payment within 5 days of submission of undisputed joint measurement recorded bill and in quadruplicate after obtaining signature of JE/EA and AEN/AXEN concerned with all supporting documents.

\_\_\_\_\_  
**SIGNATURE OF THE QUOTER**



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**ENGINEERING (CIVIL) DEPARTMENT**

**QUOTATION NO. CE/Q-57/2019**

**Name of Work: "Arrangement of shade for Immigration counters at Breakwater Berth and Supply of labour for works related to Cruise Vessel arrivals (2018-2019)**

**ADDITIONAL SPECIAL INSTRUCTIONS**

1. The work shall be carried without disturbing the operation of Port or other agencies working in the area.
2. All materials bought for use shall be stored properly in a store room, to be built by contractor at his cost. Register of account of materials be maintained at site.
3. The Plant/machinery/craft and workman shall be insured during the work and receipts of payment made towards premiums shall be submitted to the Chief Engineer.
4. The Plant/machinery required during the maintenance period shall be arranged by the contractor during the maintenance period at his own cost if applicable.
5. The Quoter shall also assess and include the cost of materials, labour, tools and plant and machinery/equipment for the maintenance works that may be required to be carried out by him during the free maintenance period.
6. Quoters are advised to go through the Schedule of Quantities and Rates and sequence of work before submission of the tender. They are also advised to inspect the site, ascertain for themselves the nature and the extent of work involved and also obtain all clarifications they may require before filling in the tender.
7. Quoters are required to sign with date the Schedule of quantities and Rates and the form of Quotation and fill in all the particulars and details called for therein. Unsigned quotations, without the details called for are liable for rejection.

8. Measurements

The quantities provided for in the Schedule of Quantities and Rates are only approximate and are given to provide a common basis for tendering. The actual quantity may differ from those provided for in the Schedule in view of the complexity of the work. Payments will be made according to the actual quantities of work ordered and carried out, jointly measured by the representative of Chief Engineer and the contractor.

9. Rates and Prices to be inclusive.

The rates entered in the Schedule of Quantities by the contractor shall include the provision of all supporting special equipment, labour of required skill, supervision, materials, erection, overheads and profits, watch and ward, insurance charges, during execution and every incidental and contingent costs and charges, whatsoever, including sales tax on works contracts, VAT etc. if any, for compliance with conditions of contract and specification.

10. The specifications are intended to cover the execution of all works, necessary to complete the works, with all materials of accepted standards, as specified in the contract.

11. Method of Measurement

General

Unless stated or billed otherwise, all quantities shall be `net` as they finished and provided in the work. The rates and prices shall include all allowances towards wastage of materials required for use in the work.

12. The quoters will be deemed to have ascertained themselves to the extent and nature of the works involved, the various constraints and high degree of skill involved in the works.
13. Time is the essence of contract and the Contract period is for 17 cruise vessels. The Quoter shall also submit detailed programme for the timely completion of work giving details of gangs/labour/material supply/plant and machinery etc. taking into account the limited time schedule provided.
14. The Contractor`s supervisory staff shall be fully experienced in the type of work to be carried out under their supervision.
15. The contractor shall insure all tools and accessories to workers employed by him during execution of work and submit necessary insurance policies to the Department.
16. It shall be specifically noted that the contractor is expected to mobilise the required equipments and work force required to complete the entire work included in the contract well within the stipulated period.
17. As a statutory requirement, the contractor shall take all measures of safety against fire hazard and electrocution at site as follows:-
  - a) All temporary electric supply connections will be carried out with correct sizes of wires/cables and fuses and other safety devices as required under Electricity Rules in consultation with us.
  - b) One bucket full of water and sand shall be kept at the work spot. A Portable fire extinguisher shall also be kept at the work spot.
18. Quotations with conditions will be out rightly rejected.
19. The Quoter shall inspect the site and fully study the work involved vis-à-vis the quantity and specifications etc. before quoting for the work.
20. Any damage to the property of Port should be made good or compensated by the contractor.

21. After completion of days work /contract period the contractor shall clean, Clear the work site to the satisfaction of the Chief Engineer or his site Representative.
22. Permission for working beyond the normal working hours of the Port or on Sundays and Public Holidays as stipulated under clause No. 42 of General Conditions of Contract, (in the printed booklet) in volume-I the Tender document will be given to the contractor subject to his agreeing to bear the cost of overtime if any, which may have to be paid to the Port's Supervisory staff.
23. The contractor and his workers /agents shall be required to obtain from MPT and display a Photo Identity Card during entry, stay and exit from the Port Security areas guarded by CISF personnel
24. All applications for issuance of Photo Identity Card shall be routed through The Chief Engineer, who shall forward The RFID link and same to be uploaded by contractor and send the the Port's Traffic Department, whose pass section will issue the Photo Identity Card to the Contractor or his agent at free of cost and the same shall be valid for the Duration of the contract..
25. Hot work permit will have to be obtained whenever required as directed.
26. GST registration for the bidder is mandatory. Bidder has to Enclose attested copy of **GST** Registration No along with the Tender. **GST** has to be claimed extra as applicable while Submitting the Bill/bills.
27. ***“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 on goods/Services in the price bid ”***
28. **a. Security Deposit:** EMD deposited along with the tender will be  
Converted as Security deposit
- b. Retention money:** Retention money shall be deducted from reach  
Running account bill at 10 % of gross value of work done to the  
Limits of 10 % of contract value.
- c. Refund of Security deposit and Retention money:** S.D and  
Retention money shall be refunded only after successful  
Completion of Defect liabilities period (Free Maintenance period) if  
Applicable.
- 29 .Quotations invited for arrangement of 20 cruise arrivals at this Port for the year 2019-2020, however number of cruise vessels arrival may increase or decrease. The price quoted should hold good accordingly and and no additional payment will be made as per actuals.
30. Tax deductions shall be as follows;
- The TDS will be deducted @ of 2% of value of supply of goods or services.
  - The TDS provision will apply for supply of goods and services under a contract value exceeding Rs. 2,50,000/-.
  - The Port will deduct the TDS from the payment made to contractors
  - The Vendor is eligible for credit of TDS
31. Unregistered Venders under **GST** has to submit Declaration that GST is not applicable to them, due to turnover of their firm is less than 40 Lakhs.

**Chief Engineer**



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**ENGINEERING (CIVIL) DEPARTMENT**

**QUOTATION NO. CE/Q-57/2019**

**Name of Work: "Arrangement of shade for Immigration counters at Breakwater Berth and Supply of labour for works related to Cruise Vessel arrivals (2018-2019)**

**SCOPE OF WORK**

The work put to tender broadly comprises of the following items:

1. Hiring of pandal of size (8m x 25m) at Breakwater Berth by using the tins filled with mud / stones as support for the post instead of drilling on the Berths, providing proper bracings, covering with good quality cloth and shamina has to be good enough to withstand the wind pressure at Breakwater. The installed post at the initial time may be retained till last arrival of cruise ships. The covering for the shamina with the cloth has to be provided prior to the arrival of the cruise vessels and same has to be removed immediately after the departure of the vessel.
2. Supply of unskilled labours for 8 hours for carrying out petty works like shifting tables, chairs, removing flags from the pipes/ poles, sweeping the area, drain cleaning/ removing the debris, shifting of materials etc including providing necessary tools like brooms, pawdas, pickaxe, ghamelas and any other necessary tools etc for making arrangements for Cruise ship arrival and collecting all shifted materials after departure of Cruise liner to its original location. All tools, plant, labour & material etc complete. ( Labour working hours from 05.00hrs to 9.00 hrs. and 18.00 hrs. to 22.00 hrs. on the day of Cruise liner arrival days approx. 3 labours per day & as and when required basis or as directed
3. Supply of unskilled labours for 8 hours for carrying out petty works like shifting tables, chairs, tying the flags to the pipes/ poles, sweeping the area, drain cleaning/ removing the debris, shifting of materials etc including providing necessary tools like brooms, pawdas, pickaxe, ghamelas and any other necessary tools etc for making arrangements for Cruise ship arrival and collecting all shifted materials after departure of Cruise liner to its original location. Also all works to be carried out as directed by Sectional in charge. All tools, plant, labour & material etc complete. ( Labour working hours from 08.00hrs to 17.00 hrs with one hour lunch break on the previous day of Cruise liner arrival days approx. 3 labours per day & as and when required basis or as directed
4. Supply of sealed drinking bottled water of Bisleri / kingfisher or any other approved brand in 20 liters water bottle with water dispensing cock, required stand for mounting the bottle including cost of the water bottle etc Minimum 2 no's bottles should be kept in stock with the contractor and same to be supplied to the Berth required quantity as and when the day & time of ship supposed to be arrived as directed, including cost of transportation. All tools, plant, labour and material etc complete.

5. Supply of disposable plastic glasses of 100ml capacity for drinking water including cost of transportation as and when required, minimum 200 glasses should be kept in stock with the contractor and same to be supplied to the Berth for the required quantity as directed. All tools, plant, labour and material etc complete.
6. Supply of vehicle for transporting Que managers, tables, chairs, counters, etc to the Break water/ Berth no 10 for shifting the material to site and shifting back after the vessel departure.

**CHIEF ENGINEER**



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**Name of Work: "Arrangement of shade for Immigration counters at  
Breakwater Berth and Supply of labour for works related to Cruise Vessel arrivals -  
2019**

Item no	Description	Unit	QTY	Rate	Amount	Ref
1	Hiring of pandal of size (8mts x 25mts ) at Breakwater Berth/ Berth no 10 ( as Directed ) by using the tins filled with mud / stones as support for the post instead of drilling on the Berths, providing proper bracings, covering with good quality cloth and shamina has to be good enough to withstand the wind pressure at Breakwater. The installed post at the initial time may be retained till last arrival of cruise ships . The covering for the shamina with the cloth has to be provided prior to the arrival of the cruise vessels and same has to be removed immediately after the departure of the vessel.	No	20.00			
2	Supply of unskilled labours for 8 hours for carrying out petty works like shifting tables, chairs, removing flags from the pipes/ poles, sweeping the area, drain cleaning/ removing the debris, shifting of materials etc including providing necessary tools like brooms, pawdas, pickaxe, ghamelas and any other necessary tools etc for making arrangements for Cruise ship arrival and collecting all shifted materials after departure of Cruise liner to its original location. All tools, plant, labour & material etc complete. ( Labour working hours from 05.00hrs to 9.00 hrs and 18.00 hrs	No	60.00			



	to 22.00 hrs on the day of Cruise liner arrival days approx 3 labours per day & as and when required basis)					
3	Supply of unskilled labours for 8 hours for carrying out petty works like shifting tables, chairs, tying the flags to the pipes/ poles, sweeping the area, drain cleaning/ removing the debris, shifting of materials etc including providing necessary tools like brooms, pawdas, pickaxe, ghamelas and any other necessary tools etc for making arrangements for Cruise ship arrival and collecting all shifted materials after departure of Cruise liner to its original location. Also all works to be carried out as directed by Sectional incharge. All tools, plant, labour & material etc complete. ( Labour working hours from 08.00hrs to 17.00 hrs with one hour lunch break on the day of Cruise liner arrival days approx.2/3 labours per day & as and when required basis)	50.00	Nos			
4	Supply of sealed drinking bottled water of Bisleri / kingfisher or any other approved brand in 20 litres water bottle with water dispensing cock, required stand for mounting the bottle including cost of the water bottle etc Minimum 4 nos bottles should be kept in stock with the contractor and same to be supplied to the Berth required quantity as and when the day & time of ship supposed to be arrived as directed, including cost of transportation. All tools, plant, labour and material etc complete.	40.00	Nos			

5	Supply of disposable plastic glasses of 100ml capacity for drinking water including cost of transportation as and when required, minimum 200 glasses should be kept in stock with the contractor and same to be supplied to the Berth for the required quantity as directed. All tools, plant, labour and material etc complete.	2000	Nos			
6	Supply of vehicle for transporting Que managers, tables, chairs, counters, etc to the Break water/ Berth no 10 for shifting the material to site on the day of arrival of Vessel and shifting back after the vessel has left .	20	nos			

Total amount in figures Rs. ....

Total amount in words (.....) including all taxes but excluding Service Tax.

It is certified that I / we have written the unit rates in figures and words.

Name & Address of Quoter

\_\_\_\_\_  
 \_\_\_\_\_

SIGNATURE OF THE QUOTER

Date: \_\_\_\_\_

Place: \_\_\_\_\_