



AN ISO 9001:2015 PORT

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT.
QUOTATION NOTICE
QUOTATION NO. CE/Q- 09/2019

Sealed item rate quotations are invited from contractors registered with Engineering (Civil) Department of Mormugao Port Trust for undertaking the work of “**Cutting of tree branches hanging over Shipping rest room and electrical substation in GCB area.**”

Cost of quotation	: Free of cost
Earnest Money Deposit	: Rs.1,500/-
Estimated cost of work	: Rs. 75,000/-
Time limit of completion	: 15 days

The quotation form can be obtained from the office of the Chief Engineer, Mormugao Port Trust, Headland Sada, during office hours from. **08/02 /2019 to 14/02/2019**, on payment of free of cost 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.

GST registration for the bidder is mandatory. Bidder has to enclose attested copy of the GST Registration along with the quotation. GST has to be claimed extra as applicable while submitting the bill/bills. Tenderer should comply with all regulations of EPF, ESI, ALC, etc. No bill will be forwarded if the above regulations are not followed.

Quotation shall be accompanied by Earnest Money Deposit of **Rs. 1,500/-** 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.

The interested firms may alternatively download the Tender Document from the Mormugao Port Trust web site <http://www.mptgoa.com>.

A printed set vol-I issued to the contractor contains instructions to the Tenderers, General and Special Conditions of Contract, General specifications forms an integral part of the Tender Documents.

Quotation duly completed should reach the office of the Chief Engineer, Mormugao Port Trust, Headland Sada by **15.00** hours on **14/02/2019**, and they will be opened at **15.30** hours on the same day in the presence of such 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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MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

QUOTATION NO. CE/Q-09/2019

APPENDIX – I

Name of work: “Cutting of tree branches hanging over Shipping rest room and electrical substation in GCB area.”

Particulars		Clause of G.C.	
S.N.	Particulars	Clause of G. C.	Details
1.	Amount of Security Deposit and time	-----	EMD will be retained as Security till the Maintenance period is successfully completed
2.	Period for commencement from the Chief Engineer's orders to commence.	-----	3 days
3.	Time of Completion	-----	15 days
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.	-----	N.A.
6.	Percentage of retention from each running account bill	-----	N.A
7.	Limit of Retention Money	-----	10% value of the contract.
8.	Total Security Deposit and Retention Money.	-----	EMD
9.	Minimum amount of interim Certificate.	-----	Full & Final bill

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 (2 copies to Head Office) with all supporting documents.
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SIGNATURE OF THE QUOTER



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MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

QUOTATION NO. CE/Q- 09 /2019

Name of Work: “Cutting of tree branches hanging over Shipping rest room and electrical substation in GCB area.”

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, Register of account of materials to 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.
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, GST 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 entire work should be completed in **15 days** as specified in the schedule. 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 of 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 same to 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. Unregistered Vendors under **GST** has to submit Declaration that GST is not applicable to them, due to turnover of their firm being less than 20 Lakhs.
30. The contractor shall take all necessary precautions while taking up the work. The personal deployed should necessarily wear safety gears .Insurance cover for he workman is mandatory

Chief Engineer



An ISO 9001 : 2008 Port
ISPS CODE Compliant

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

QUOTATION NO. CE/Q-09 /2019

Name of Work : **“Cutting of tree branches hanging over Shipping rest room and electrical substation in GCB area.”**

SCOPE OF WORK

1. Cutting of branches of trees (approximate height 15m) including cutting the branches to pieces and transporting within a lead of 5 KMS.



MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

QUOTATION NO. CE/Q- 09 /2019

Name of Work: “Cutting of tree branches hanging over Shipping rest room and electrical substation in GCB area.”

SCHEDULE OF QUANTITIES AND RATES

Sr. No.	Description of work	Approx. Qty.	Unit of Qty. in words	Rate in Fig/ words	Amount Rs. Ps.
1.	2.	3.	4.	5. 6.	7.
1	<p>Cutting of branches of trees (approximate height 15m) hanging over shipping rest room and Goa Govt., electrical substation in GCB area including cutting the branches to pieces and transporting the same within a limit of 5km as directed by the department . All tools, plant, safety equipments, labour and material etc., complete.</p> <p>Note: 1. Total no. trees = 12 Nos. 2. Approx girth of branches may vary from 0.50m to 2.00m</p>	1	LS		

Total amount in figures Rs. _____

Total amount in words (Rupees _____ only)

including all taxes but excluding GST

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: _____

VENDOR REGISTRATION FORM

1. Name of the Organization : _____
2. Address (In Detail) : _____
3. Telephone Number : _____
4. E-Mail Id : _____
5. Permanent Account Number (PAN) : _____
6. Bank Name : _____
7. Bank Branch Address (In Detail) : _____
8. Bank Branch Code : _____
9. Bank Account Number : _____
10. Bank Account Type : _____
11. Magnetic Ink Character Recognizer (MICR) : _____
12. Tax Identification Number (TIN) : _____
13. **GST Registration Number** : _____
14. **GST Registration no.** : _____

15. CST Registration Number : _____
16. Employee Provident Fund (EPF) Registration Number : _____
17. Employee State Insurance Scheme (ESIS) Registration Number : _____
18. IFSC Code :

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	Provisional ID	30AAALM0293P1ZY	
10	GST No.	30AAALM0293P1ZY	
11	PPOB (Principal Place of Business) or APOB (Additional Place of Business)	PPOB	
12	Reason for Non Registration (Turnover Limit / Non Taxable Supply / Other Reason)	NA (Registered Under GST)	
13	Type of Customer (Manufacturer/Trader/Importer/Depot/Service Provider/Works Contractor/Principal/Consumer)	Service Provider	
14	Whether Falling under SEZ unit or Developer? (Yes or No)	No.	
15	Whether B2B or B2c (B= Business & C= Customer)	B2B	
16	Whether Opted for Composition Levy Scheme? (Yes or No)	No.	

17	Whether falling under casual taxable person as per Section 2(20) of CGST Act,2017 (yes or No)	No.	
18	Whether falling under Non Resident taxable person as per section 2(77) of CGST Act,2017 ? (Yes or No)	No.	
19	Central Excise Registration No.	--	
20	Service Tax Registration No.	AAALM0293PST001	
21	VAT - TIN	30181201096	
22	CST - TIN	V/CST/1683	
23	IEC	1706000073	
24	Contact Details :		
	Name	Shri.Anant Chodnekar	
	Designation	Sr. Dy.CAO	
	Phone No.	0832-2521132	
	E-mail	facao@mptgoa.com anant.chodnekar@mptgoa.com	

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

Place
Date

Signature
(Name: _____)