



An ISO 9001:2015 PORT

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT.

QUOTATION NOTICE

QUOTATION NO. CE/Q –44 / 2021

Sealed percentage rate quotations in single cover are invited from contractors registered with Engineering (Civil) Department of Mormugao Port Trust and from unregistered contractors for undertaking the work of “**Sanitizing/disinfecting buildings in port area for 180 working days- Phase IV.**”

Cost of quotation : **Rs. 590/- Inclusive of GST @18%**
Earnest Money Deposit/ Bid Security: Exempted provided the bidders submit the Declaration form against bid security.
Estimated cost of work : Rs.3,72,420.00
Time limit of completion : **180 working days**

The quotation form can be obtained from the office of the Chief Engineer, Mormugao Port Trust, Headland, Sada, during office hours from 29.09.2021 to 06.10.2021 on payment of **Rs.590/- inclusive of GST @18%**. A printed set, 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.

The interested firms may alternatively download the Quotation from the Mormugao Port Trust web site <https://www.mptgoa.gov.in> . The downloading of the Quotation shall be carried out strictly as provided on website. No editing, addition/deletion of matter shall be permitted. If such action is observed at any stage, such offer is liable for outright rejection.

The Earnest money (EMD) payable by the Bidder in respect of this tender is exempted, provided the Bidder submits Declaration form against bid security as per enclosed format in the quotation. Quotations without Declaration of bid security shall be treated invalid.

Quotation duly completed should reach the office of the Chief Engineer, Mormugao Port Trust, Headland, Sada by 15.00 hours on 06.10.2021 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.

Superintending Engineer(HR)

Headland Sada.

Date :-



MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

Name of work: CE/Q-44/2021 “Sanitizing/disinfecting buildings in port area for 180 working days- Phase IV.”

Sr. No.	Particulars	Clause of G. C.	Details
1.	Amount of Security Deposit and time	-----	3% of the contract value and to be released on completion of work.
2.	Period for commencement from the Chief Engineer's orders to commence.	-----	Within 3 days from receipt of PO or as directed
3.	Contract period	-----	180 working 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.	-----	Not Applicable
6.	Percentage of retention from each running account bill	-----	10% for each running bill.
7.	Limit of Retention Money	-----	5% value of the contract.
8.	Total Security Deposit and Retention Money.	-----	8% value of contract and to be released on completion of work.
9.	Minimum amount of interim Certificate.	-----	Rs.1,00,000/-
10.	Time within which payment to be made after contractor's submission of the bill.		100% payment within 20 days of recording measurements and submission of bill in quadruplicate after obtaining signature of JE/EA and AEN/AXEN concerned with all supporting documents.

SIGNATURE OF THE BIDDER



MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

Name of work: CE/Q-44/2021 “Sanitizing/disinfecting buildings in port area for 180 working days- Phase IV.”

ADDITIONAL SPECIAL INSTRUCTIONS

1. The work shall be carried without disturbing the operation of Port or other agencies working in the area.
2. 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.
3. Bidders 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.
4. Bidders 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.
5. 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.
6. 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, excluding service tax if any for compliance with conditions of contract and specification. The GST will be paid extra as applicable which shall be claimed along with the Bill.
7. 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.

8. 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.

9. The bidders 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.
10. The Contractor's supervisory staff shall be fully experienced in the type of work to be carried out under their supervision.
11. The time is the essence of the contract and as such the entire works shall be completed within the stipulated time.
12. If the work has to be carried out beyond normal working hours and during night time approval in advance for the working has to be obtained from the Chief Engineer. Overtime charges of the departmental supervisory staff has to be borne by the `Contractor`
13. It shall be specifically noted that the contractor is expected to mobilize the required equipments and work force required to complete the entire work included in the contract well within the stipulated period.
14. Water and electricity will be supplied to the contractor free of cost, subject to availability.
15. 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.
16. Quotations with conditions will be out rightly rejected.
17. The Bidder shall inspect the site and fully study the work involved vis-à-vis the quantity and specifications etc. before quoting for the work.
18. The Contractor has to take care of any electrical or telephone cables. The contractor shall be liable to pay compensation for any damage to the Port property or its premises caused by the contractor or his workers.
19. After completion of day's work/contract period the contractor shall clean, clear the work site to the satisfaction of the Chief Engineer or his site representative.
20. The contractor shall communicate in writing name of all his workers and submit the photo identity card ,name ,address ,phone/contact number of the person to be deployed to work in the garden along with his Power of Attorney letter .

21. 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.
22. 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`
23. 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 free of cost and the same shall be valid for the duration of the contract or a period of one year, whichever is less.
24. Lease rent shall be charged to the contractor for the area allotted for construction of their temporary sheds site office/ store/ labour hutments required in the contract works. The license fee shall be as per Port's scale of rates.
25. The instruction given by the JE /Chief Engineer's authorized Representative /Officer in charge shall have to be carried out promptly. In case of any difference of option or interpretation on the specification and conditions, the matter to be referred to the Chief Engineer, for the decision, which shall be final and binding.
26. The Bidder should comply with all regulations of EPF, ESI etc. No bill will be forwarded if the above regulations are not followed.
27. **Payment of wages to the workmen to be paid in their respective Bank account.**
28. GST registration for the bidder is mandatory. Bidder has to enclose attested copy of GST Registration No. along with the Quotation. **GST** has to be claimed extra as applicable while submitting the Bill/bills.
29. ***"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"***
30. Unregistered Venders under GST has to submit Declaration that GST is not applicable to him, due to turnover of less than 40 Lakhs.
31. The Vendor shall quote GST No. of MPT (30AAALM0293P1ZY) on all invoiced raised on Port. If vendor is not registered under GST or opted for composition scheme under GST, undertaking of the same shall be submitted by the Vendor.
32. The successful bidder shall have to furnish HSN /SAC Code for each items of the work.



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Name of work: CE/Q-44/2021 “Sanitizing/disinfecting buildings in port area for 180 working days- Phase IV.”

SCOPE OF WORK:

The work put to the tender broadly comprises of:

1. Sanitizing/disinfecting of Port buildings, offices and other Port structures as directed, by spraying of Sodium hypochlorite solution by deploying 3 nos. of labour per day.

The required quantity of sodium hypochlorite chemical will be supplied by the Department free of cost.

The required dilution with water has to be done by the Contractor.

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 Code : _____
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.	To be allotted	
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 Lavy 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.	AAALM0293PST0 01	
21	VAT - TIN	30181201096	
22	CST - TIN	V/CST/1683	
23	IEC	1706000073	
24	Contact Details :		
	Name	Shri.Anant Chodnekar	
	Designation	FA & CAO	
	Phone No.	0832-2521132	
	E-mail	facao@mptgoa.com anant.chodnekar@m ptgoa.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: _____)



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MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

Quotation No. CE/Q - 44/2021

Name of work: CE/Q-44/2021 "Sanitizing/disinfecting buildings in port area for 180 working days- Phase IV."

SCHEDULE OF QUANTITIES AND RATES

Sr. No.	Description of work	Approx. Qty.	Unit of Qty. in words	Rate in Fig/ words	Amount (Rs.)
1.	2.	3.	4.	5. 6.	7.
1	Sanitizing / disinfecting the office and other structures in Port area by spraying with Sodium Hypochlorite solution. (The concentrate will have to be diluted with water as directed). The sodium hypochlorite chemical and the spraying pumps, will be supplied by the department free of cost. The repairs to spraying pump, if any, during the progress of work shall be made good by the contractor. 3 (three) numbers of labour have to be deployed by the contractor each day when work is in progress. The PPE equipment, safety shoes, hand gloves, etc. for the labour shall be provided by the contractor at his cost. All tools, plant, labour etc. complete.	180.00	Day	2069.00	372420.00

Total (A) Rs.3,72,420.00

'A' Total amount of quotation inclusive of all taxes (except GST) = "A" = Rs.3,72,420.00

1. ADD _____% (IN FIGURES)

In words _____

Over the above amount at "A" i.e Rs. _____

OR

2. DEDUCT _____% (IN FIGURES)

In words _____

From the above amount at "A" i.e. Rs. _____

'B' Total Quoted Tender Amount inclusive of all Taxes excluding GST

In Figure – Rs.

In Words Rupees _____ Only.

TENDERERS SHOULD SCORE OUT EITHER "ADD" OR "DEDUCT" AS THE CASE MAY BE"

NOTES:

1. Tenderers should score either "ADD" or "DEDUCT" as the case may be.
2. Tenderers are advised in their own interest to inspect the site before tendering.
3. The quantities given above in the schedule of Quantities and Rates are approximate and are furnished for the guidance of the tenderers.

Witness's: _____

Tenderer's: _____

Signature: _____

Signature: _____

Name : _____

Name: _____

Address: _____

Address: _____

Tel No: _____

Tel No: _____

Mobile No: _____

Date: _____

Date: _____

BID SECURING DECLARATION FORM

Date.....

Quotation No. CE/Q - 44/2021

To(Insert complete name and address of the #Employer/ Purchaser.)

I/We, The undersigned, declare that:

I/We understand that, according to your conditions, bid must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of three years from the date of notification if I am / We are in breach of any obligation under the bid condition, because I/We

- a) Have withdrawn/ modified/ amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form Bid; or
- b) Having been notified of the acceptance of our bid by the employer/purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or(ii) fail or refuse to furnish the Performance security in accordance with the instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if am/we are not the successful bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder: or (ii) thirty day after the expiration of the validity of my/ our Bid.

Signed: (insert signature of person whose name and capacity are shown)
In the capacity of (Insert legal capacity of person signing the Bid security Declaration)

Name: (insert complete name of person signing the Securing Declaration)

Duly authorised to sign the bid for and on behalf of (Insert complete name of Bidder)

Dated on -----day of ----- (insert date of Signing)

Corporate seal (where appropriate)

(Note: in case of joint venture, the Bid Securing Declaration must be in the name of all partners to the joint venture that submit the Bid)

