



AN ISO 9001:2015 PORT

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

**QUOTATION NO. CE/Q -27 /2020**

Sealed percentage rate quotations are invited from contractors unregistered /registered with Engineering (Civil) Department of Mormugao Port Trust under Class 'E' and above for undertaking the work of **Pruning and Disposal of Uprooted/Overgrown trees around A& B, Type Quarters and Hospital Area at Headland**

Cost of quotation : Free  
Earnest Money Deposit : Rs.1000 /-  
Estimated cost of work : Rs.46,000/-/-  
Time limit of completion : 20 days

The quotation form can be obtained free of cost from the office of the Chief Engineer, Mormugao Port Trust, Headland Sada, during office hours from 21 /9/2020 to 1/10 /2020 . The interested firms may alternatively download the quotation from the Mormugao Port Trust web site <https://www.mptqoa.gov.in>

Goods and Service Tax (GST) registration for the bidder is mandatory. Bidder has to enclose attested copy of the GST Registration along with the Quotation and to be claimed extra as applicable while submitting the bill/bills. Bidder should also comply with all statutory regulations of Minimum wages ,EPF, ESI, etc. No bill will be forwarded if the above regulations are not followed.

Quotation shall be accompanied by Earnest Money Deposit of Rs.1000/- either deposited with FA&CAO Mormugao Port Trust in Cash or enclosed Demand draft drawn in favour of FA & CAO ,payable at Mormugao . Quotation without Earnest Money Deposit in the stipulated form will not be considered. However SSI/MSME units registered with NSIC are exempted from cost of quotation and EMD. .However they have to submit the Certificate of SSI/MSME registered with NSIC.

Quotation duly completed should reach the office of the Chief Engineer, Mormugao Port Trust, Headland Sada by **15.00 hours on 1 /10/2020** and they will be opened at 15.30 hours on the same day in the presence of such bidders as may wish to be present.

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

DY.CHIEF ENGINEER

Headland Sada.

Date :-



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**APPENDIX-I**

**Name of work: “Pruning and Disposal of Uprooted/Overgrown trees around A& B, Type Quarters and Hospital Area at Headland**

The following Particulars shall be read in conjunction with respective clauses of General Conditions of Contract.

<b>Sr. No</b>	<b>Particulars</b>	<b>Details</b>
1.	Amount of initial security and time.	EMD to be converted as SD, till the completion of the work.
2	Period for commencement from the Chief Engineer's order to commence.	3days
3	Time of completion	20
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 contract
5	Defect liability /Free maintenance period.	No defect liability period
6	Percentage of retention money from each running account bill.	Nil.
7	Total initial security deposit	EMD
8	Minimum amount of Interim certificate.	Full & Final

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SIGNATURE OF THE QUOTER



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Quarters and Hospital Area at Headland**

**ADDITIONAL INSTRUCTIONS TO TENDERERS**

1. The work shall be carried out 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. 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 structures, 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. The Quoters are strongly advised to inspect the site of work and acquaint themselves with site conditions, nature and quantum of work involved etc. before tendering. Such an inspection can be arranged in consultation with the Executive Engineer HL, Tel. No. 2594609
5. 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.
6. **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 as per site conditions. 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.
7. **Rates and Prices to be inclusive.**  
The percentage rates stated in the Schedule of Quantities by the contractor shall include the provision of all supporting special equipment, lift, 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 Income tax, etc. if any, but excluding Goods and Service tax for compliance with conditions of contract and specification. GST will be paid extra as applicable along with the bills.
8. Bidders who are registered with National Small Industries Corporation (NSIC), Govt. of India enterprises under "Single Point Registration Scheme" of Ministry of MSME shall be eligible for exemption from payment of quotation fee as well as EMD. However they are required to submit documentary proof of such registration along with the offer, as detailed in Instructions to Tenders, for claiming the available exemptions.
9. Time is the essence of contract and the work should be carried within a period of 20 days from the day of release/ handing over of the site.
10. There is no Maintenance/defect liability period to this work.

11. During execution of work ,the contractor shall dispose off waste materials ,debris on regular basis. After completion of work the contractor shall clean, clear the work site to the satisfaction of the Chief Engineer or his site representative.
- 12..In case the bidder desires to quote more or below 15% (Fifteen percent only) than the estimated cost of work put to tender, it shall be supported by the rate analysis for any or all the items of work on demand.
13. Any damage to the property caused during the execution of work shall be made good or compensated by the contractor. The special instructions given above shall prevail over those stipulated elsewhere in the tender documents forming part of the contract. The volume containing the instructions of Tenders, the General conditions, special conditions and Specifications forms an integral part of the tender document.
14. The contractor shall quote the prices exclusive of GST. GST if applicable shall be paid extra on the quoted price.
15. 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.
16. Unregistered Venders under GST has to submit Declaration that GST is not applicable to him, due to turnover of less than the prescribed limit .
17. 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.
18. The contractor shall report within 24 hours of the occurrence of any accident at or about the site or in connection with the execution of the work, report such accident to the Chief Engineer or his Representative. The contractor shall also report such accidents to the concerned constituted authorities.
- 19..The contractor shall duly comply all provisions of Contract Labour ( Regulation and Abolition) Act 1971 as amended from time to time and all other relevant status and statutory provision concerning payment of wages particularly to the workmen employed on the site.
20. Contractor will arrange proper ladders, scaffolding, props and jhoolas (for repairing at higher levels) at his own cost and will take all safety measures like safety belts, extra labour to hold ladders/Jhoolas etc. If it is observed that work is proceeding without adequate safety precautions, work may be stopped by Chief Engineers Representative and in such cases, contractor will be solely responsible for delay and its consequences thereof.
- 21.The contractor shall produce the copy of online payment made to the workers employed by him and challans or proof of payment made to the workers under ESIC and EPF system as per prevailing rules and regulations along with each running bill failing which bill shall not be processed.
- 22.The instructions given above shall prevail over those stipulated elsewhere in the tender document forming part of the contract.
23. For further details and general enquiries, prospective bidders may contact the Executive Engineer (HL), telephone no. 0832 2594609, during working hours before the last date and time of sale of tender document.

**Executive Engineer**



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**Name of work: “Pruning and Disposal of Uprooted/Overgrown trees around A& B, Type Quarters and Hospital Area at Headland**

**SCOPE OF WORK**

The work put to the Quotation broadly comprises of the following items.

1. Pruning of uprooted trees including transporting away the leaves and other unserviceable materials and cleaning the area and stacking of unserviceable material, cut firewood at places pointed out within MPT estate as directed . All tools, plants, transport , labour, materials etc complete.
2. Trimming of trees branches prone danger to life of periphery of 30 cm girth and above up to any girth including transporting away the leaves and other unserviceable materials and cleaning the area and stacking of unserviceable material, cut firewood at places pointed out within MPT estate as directed . All tools, plants, transport , labour, materials etc complete.



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**SCHEDULE OF QUANTITIES AND RATES**

Sl. No.	Description	Unit	Quantity	Rate Rs . p	Amount Rs . p
1	Pruning of uprooted trees including transporting away the leaves and other unserviceable materials and cleaning the area and stacking of unserviceable material, cut firewood at places pointed out within MPT estate as directed . All tools, plants, transport , labour, materials etc complete.	Each	3. 00	8000.00	24000.00
2	Trimming of trees branches prone danger to life of periphery of 30 cm girth and above up to any girth including transporting away the leaves and other unserviceable materials and cleaning the area and stacking of unserviceable material, cut firewood at places pointed out within MPT estate as directed . All tools, plants, labour, materials etc complete. transporting all the debris etc. All tools, plant, transport , labour and materials etc. complete.	Each	22.00	10000.00	22000.00

**Total: Rs. 46000.00**

**'A 'Total Amount of Quotation Exclusive of GST = "A" Rs. 46,000.00.**

1.\*ADD \_\_\_\_\_% (IN FIGURES)

In words \_\_\_\_\_percent from the amount at "A" i.e. ----- Rs. \_\_\_\_\_  
OR

2. \*DEDUCT \_\_\_\_\_% (IN FIGURES)

In words \_\_\_\_\_ Percent from the amount at "A" i.e. ----- Rs \_\_\_\_\_

**'B 'TOTAL QUOTED TENDER AMOUNT (IN FIGURES) □. Rs \_\_\_\_\_**

Total quoted tender amount in words –  
Rupees \_\_\_\_\_

Only.

**QUOTER'S SHOULD SCORE OUT EITHER "ADD" OR "DEDUCT" AS THE CASE MAY BE"**

**NOTES:**

1. Quoter's should score either "ADD "or "DEDUCT" as the case may be.
2. Quoter's 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.
4. Score out whichever is not applicable

Witness's: \_\_\_\_\_ Tenderer's: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Name : \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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