



AN ISO 9001:2015 PORT

**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT.**  
**QUOTATION NOTICE**  
**QUOTATION NO. CE/Q- 51 /2021**

Sealed percentage rate quotations are invited from the registered contractors registered in class 'E' and above with Engineering (Civil) Department of Mormugao Port Trust for undertaking the work of **Supply Of Building Materials for Miscellaneous Civil Maintenance Works at Headland .**

Earnest Money Deposit : Bid Securing Declaration to be submitted.

Cost of quotation : Free of Cost  
Estimated Cost of work : Rs.1,42,000/-  
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. **01.12.2021 to 08.12.2021**, free of cost . The interested firms may alternatively download the quotation from Mormugao Port Trust web site <https://www.mptgoa.gov.in> The downloading of the Tender Documents shall be carried out strictly as provided on website

GST registration for the bidder is mandatory. Bidder has to enclose attested copy of the GST Registration No. 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. if applicable . No bill will be forwarded if the above regulations are not followed.

Quoter Should submit the Bid security Declaration against Earnest Money Deposit. .

**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 **08.12.2021** 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**

Headland Sada.  
Date :-



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**ENGINEERING (CIVIL) DEPARTMENT**  
**QUOTATION NO. CE/Q - 51/2021**

**Name of work: “Supply Of Building Materials for Miscellaneous Civil Maintenance Works at Headland ”**

Particulars Clause of G.C.

1.	Amount of security and time.	Bid Securing Declaration to be submitted.
2	Period for commencement from the chief engineer's order to commence.	3 days from the date of intimation .
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 contract
5	Free maintenance /defect liability period.	Not Applicable
6	Percentage of retention money from each running account bill.	3% of contract value
7	Total security deposit	3% of contract Value
8	Minimum amount of Interim certificate.	1st & Final
9	Time within which payment to be made after contractor's submission of the bill.	100% payment within 15 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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**Name of work: "Supply Of Building Materials for Miscellaneous Civil Maintenance Works at Headland**

**ADDITIONAL SPECIAL INSTRUCTIONS**

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. 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 structure, 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, excluding GST 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.

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 tenders 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 within a period of **Thirty days** as specified in the schedule.

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 plant, machinery and workers employed by him during execution of work and submit necessary insurance policies to the Department.

16. 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`

17. It shall be specifically noted that the contractor is expected to mobilize the required equipment and work force required to complete the entire work included in the contract well within the stipulated period.

18. 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.

19. Quotations with conditions will be out rightly rejected.

20. 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.

21. Any damage to the property of Port should be made good or compensated by the contractor.

22. 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.
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 free cost and the same shall be valid for the duration of the contract or a period of 15days, whichever is less.
25. Lease rent shall be changed to the contractors for the area allotted for construction of their temporary sheds for site office/store/labour hutments required in the contract works. The license fee shall be as per Port's scale of Rates.
26. All the materials to be used in the structure shall be conforming to relevant ISI specification or as specified in the Tender Schedule Contractor shall undertake laboratory test as specified in the relevant ISI at the discretion of Chief Engineer and only approved materials /approved brand of materials shall be used.
27. In case the contractor fails to vacate the port premises allotted to him for site office within the stipulated period after the completion of the work, the Board shall have right to debar such defaulting contractors for future contracts of the Board by blacklisting him and shall also be charged penal lease rental at the prescribed rate.
28. For putting fire, permit will have to obtain whenever required as directed.
29. Free maintenance period - Not Applicable
30. Declaration form to be submitted for Earnest money Deposit
31. The contractor shall quote the prices exclusive of GST .Applicable GST shall be paid on the quoted price .The bidder shall indicate the applicable GST rate on the goods /services in the price bid.
32. GST registration for the bidder is mandatory. Bidder has to enclose attested copy of GST Registration no along with the Tender. The successful bidder has to provide HSN/SAC codes before issue of PO.and GST has to be claimed extra as applicable while submitting the Bill/bills.
33. Unregistered Venders under GST has to submit Declaration that GST is not applicable to him, due to turnover of less than 40 Lakhs.
34. 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.

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**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**QUOTATION NO. CE/Q - 51/2021**

**Name of work: "Supply Of Building Materials for Miscellaneous Civil Maintenance Works at Headland**

**DIRECTIONS TO TENDERERS FOR FILLING  
THE SCHEDULE OF QUANTITIES & RATES.**

1. Tenderers are required to fill in their percentage rate at the end of the Schedule of Quantities & Rates, in the space provided for the purpose and unless this is done, their tender will not be considered. Only one percentage rate on all Rates of Schedule of Quantities & Rates shall be named.
2. The Percentage Rate inserted shall hold good for all works under this contract, without reference to quantity or location of the work or the variation in the estimated quantity. The works have to be carried as per the specific work orders issued time to time and the completion period mentioned there in.
3. Quantity of each item of work mentioned in the Schedule, should be noted and the item rate worked out carefully, having regard to the specifications before submitting the tender, as no variation in rates etc. will be allowed on any ground such as mistake or misunderstanding etc. after the tender has been submitted. The percentage rate, above or below the Schedule/Estimated rate, indicated at the end of the Schedule of Quantities & Rates, will apply to each item, of the tender and any excess in the item that may be directed to be executed by the Chief Engineer.
4. Tenderers are requested to note that though the contract is for percentage rate, they are required to add or deduct the amount due to this percentage, as the, case may be and work out the final figures(amount of their tenders), at the end of the Schedule of Quantities & Rates.
5. The percentage Rate should be filled on the prescribed format
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/safety equipment's, 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, sales tax on works contracts, but excluding GST if any etc. for compliance with conditions of contract and specification.

**SUPERINTENDING ENGINEER**



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**QUOTATION NO. CE/Q - 51 /2021**

**Name of Work: “Supply Of Building Materials for Miscellaneous Civil Maintenance Works at Headland**

**SCOPE OF WORK**

- 1) Supply of River Sand .
- 2) Supply of coarse aggregate 12.5mm of black trap stone metal
- 3) Supply of nominal size clay bricks (class 50 bricks).
- 4) Supply of precast Cement Concrete solid blocks size 30cmsx20cmsx15cms
- 5) Supply of precast Cement Concrete solid blocks size 30cmsx20cmsx10cms
- 6) Supply of precast Cement Concrete solid blocks of nominal size .

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**QUOTATION NO. CE/Q -51/2021**

Name of work: "Supply Of Building Materials for Miscellaneous Civil Maintenance Works at Headland "

**SCHEDULE OF QUANTITIES AND RATES**

Item no	Description	Unit	Qty	Rate	Amount
1	Supply of River Sand .free from organic material & silt etc complete. All labour, tools & plant, transport etc. complete. (Note : Truck Measurement shall be paid as per the actual qty of material available at the point of unloading )	m3	24	2500.00	60000.00
2	Supply of coarse aggregate 12.5mm of black trap stone metal quarried out boulders, free from dirt, dust & other foreign material etc. confirming to the IS 456 standards. All labour , tools & plant transport etc. complete (Note : Truck Measurement shall be paid as per the actual qty of material available at the point of unloading.	m3	10	2000.00	20000.00
3	Supply of nominal size clay bricks (class 50 bricks) , free from dirt, dust & other foreign material etc. of required standards. All labour , tools & plant transport etc. complete.	No	1000	12.00	12000.00
4	Supply of precast Cement Concrete solid blocks having a crushing strength of not less than 35kg/cm <sup>2</sup> (28 days curing) with a mix not leaner than (1:5:10). All labour & material , tools , plant & transport etc. complete. 1)size 30cmsx20cmsx15cms	No	600	40.00	24000.00
5	Supply of precast Cement Concrete solid blocks having a crushing strength of not less than 35kg/cm <sup>2</sup> (28 days curing) with a mix not leaner than (1:5:10). All labour & material , tools , plant & transport etc. complete. 1)size 30cmsx20cmsx10cms	No	400	35.00	14000.00



6	Supply of precast Cement mortar solid blocks having a 28 days curing & sound in appearance & strength. All labour & material , tools , plant & transport etc. complete. 1)Nominal size	No	400	30.00	12000.00
				Total	142000.00

**'A' Total Amount of Quotation inclusive of all taxes (except GST) = "A" □ 1,42,000.00**

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

In words \_\_\_\_\_

Over the above amount at "A".

Rs: \_\_\_\_\_

**OR**

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

In words \_\_\_\_\_

From the above amount at "A"Rs: \_\_\_\_\_

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

Rs: \_\_\_\_\_

InWords Rupees \_\_\_\_\_

\_\_\_\_\_ Only.

**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

Bidder's

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

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

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

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

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

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

Tel No: \_\_\_\_\_

Tel No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

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

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

**BID SECURING DECLARATION FORM**

Date.....

Quotation no:CE/Q-51/2021

Name of the Work : **Supply Of Building Materials for Miscellaneous Civil Maintenance Works at Headland**

To

The Chief Engineer Mrmugao Port Trust,  
Engineering Civil Department,  
Headland Sada , Mormugao GOa

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 securing 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)