

**MORMUGAO PORT TRUST**  
**ENGINEERING MECHANICAL DEPARTMENT**

Quotation no. ' CME/XEN(E-HL)/M-11/2021/01'



**QUOTATION**  
**“COMPEHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) FOR**  
**FIRE ALARM SYSTEM”**

Due at 11.00A.M on 25 .08.2021

Website : <https://www.mptgoa.gov.in/>

**MORMUGAO PORT TRUST**  
**ENGINEERING MECHANICAL DEPARTMENT**

Quotations are invited in a sealed cover from experienced firms duly superscribed as QUOTATION FOR “**Comprehensive Annual Maintenance Contract (CAMC) for Fire Alarm System**”

**Details about Quotation:**

Quotation No.	<b>CME/XEN(E-HL)/M-11/2021/01</b>
Name of Work	Comprehensive Annual Maintenance Contract (CAMC) for Fire Alarm System.
Contract Period	01.11 2021 to 31.10.2024
Estimated Cost (INR)	Rs.2,61,858/- (excl. of GST)
Bid Security Declaration	Bid Security Declaration as per Annexure-1
Quotation Document Cost	Rs.590/- (Rupees Five hundred and ninety only) (incl. of 18% GST). Non-refundable or exemption certificate as per Section-I, General Terms and Conditions, clause No 1.1.2. Note: Bidders not providing Bid Security Declaration & Quotation Document Cost / producing exemption certificate before due date and time will be disqualified.
Security Deposit	3% of the contract value incl. of GST @ 18% as per Section-I, General Terms & Conditions, clause No 1.7.
Payment terms	100% payment shall be made quarterly (after every 3 months) after successful completion of every quarter. However, the contractor shall submit the complete report/relevant documents along with the bill. The contractor shall furnish their bank account number PAN card, MICR number Name of the Branch along with Bill for arranging payment made through E.C.S. by the Trust.
Bid Submission	The sealed envelope containing Bid Security Declaration, DD towards cost of document <b>or</b> SSI/MSME exemption certificate; work order should be superscribed as ‘Quotation for COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) for FIRE ALARM System, alongwith another sealed envelope superscribed as ‘PRICE COVER’, containing the dully filled price schedule.
Bid Validity	<b>120 Days</b> from the due date of submission of the quotation.
Date of submission	<b>25.08.2021</b> till 11:00 Hrs.
Date of Opening	<b>25.08.2021</b> at 11:30 Hrs
Address for communication and submission of bid:	1.) P.M.T.Silveira, Superintending Engineer (Elec) 2.) Freddy Soares, Executive Engineer (E-HL), Engineering Mechanical Dept., Mormugao Port Trust, Headland Sada, Goa – 403804.
Contact Details	Phone : <b>0832- 259 4241/44/56</b> ; Email : <a href="mailto:freddy.soares@mptgoa.gov.in">freddy.soares@mptgoa.gov.in</a>
Website	<a href="https://www.mptgoa.gov.in/">https://www.mptgoa.gov.in/</a>

**EXECUTIVE ENGINEER (E-HL )**  
**MORMUGAO PORT TRUST**

## SECTION – I

### **1.0. GENERAL TERMS AND CONDITIONS**

#### **1.1. Cost of the Quotation Document:**

1.1.1. The Bidder is required to furnish Document cost of Rs.590/- (Rupees Five hundred and ninety only) (incl. of 18% GST) in the form of DD from Nationalized/Scheduled Banks in favour of the Financial Advisor & Chief Accounts Officer, MPT, payable at Vasco, Goa, to be submitted along with the Quotation. The Document cost is non-refundable.

1.1.2. Micro and Small Enterprises (MSE) registered with District Industries Centre (DIC) or Khadi and Village Industries commission or Khadi & Industries Board (KVIB) or Coir Board or National Small Industries Corporation (NSIC) or Directorate of Handicrafts and Handlooms or Udyog Aadhar memorandum or any other body specified by Ministry of MSME shall be exempted of payment of document cost on producing self-attested valid supporting certificates issued by the governing body.

#### **1.2. Bid Security Declaration:**

1.2.1. The Bidder is required to submit the Bid security declaration as attached at Annexure-1. The Bid not accompanied with Bid security declaration shall be summarily rejected.

#### **1.3. Responsiveness of Bid:**

An offer shall be considered non-responsive and shall be summarily rejected in case :-

- (i) it is not accompanied by requisite Bid Security Declaration Form,
- (ii) it is not accompanied by requisite tender Cost of Quotation document if applicable,
- (iii) the validity of the offer is less than tender stipulation,
- (iv) the bidder submits conditional offer / imposes own terms and conditions / does not accept tender conditions completely.
- (v) it is not received by the Application Due date and time including any extension there of.

#### **1.4. Bid Validity:**

The Bid validity shall be 120 days from the due date of submission of the quotation.

#### **1.5. Price:**

1.5.1. The evaluation shall be on the basic price (Total as per Price schedule / BOQ) and shall be considered lowest among all bidders. The rates offered shall be exclusive of GST. If any new tax imposed by the State/Central Govt., same shall be reimbursed by producing documentary proof.

#### **1.6. Alterations / counter conditions:**

1.6.1. The Bid shall contain no alterations/additions, except those to comply with instructions issued by Port.

1.6.2. The Bid with any counter conditions will be summarily rejected.

#### **1.7. Security Deposit:**

The contractor shall within 15 days from the date of issue of PO, shall furnish a DD towards Security Deposit equivalent to 3% of the contract value incl. 18% GST, rounded off to nearest 100 rupees. The Security Deposit shall be kept valid for the total contract period of one year. Thereafter, the total of 03% of Performance Security shall be released to the Contractor after successful completion of the Contract, deducting any dues payable to the Port. If the contract is extended on mutual consent at the same rates, terms and conditions of the contract, then the Security Deposit shall also be extended for the same period.

The Board may, at it's option, forthwith forfeit the above Security Deposit in whole or part, if in the opinion of the Board the contractor has failed to fulfill any or all of the conditions of this contract without prejudice to any and all rights of the Board to recover from the contractor any amount falling due to the Board through non-observance by the contractor of any of the clause thereof.

**1.8. Contractual Period:**

The CAMC period will be for a period of three (3) year i.e. from 01.11.2021 to 31.10.2024

**1.9. Payment Terms:**

The payment will be made quarterly ( after 3 month) within 15 days working days upon submission of undisputed bills induplicate & with all supporting documents after successful completion of every quarter.

The contractor shall furnish their bank account details for the payment through ECS by the Trust. A copy of the PAN card, GST Registration no., MICR number Name of the Branch along with Bill for arranging payment made through E.C.S. by the Trust.

**1.10. Debarment from Bidding**

A bidder shall be debarred from bidding for 3 years if he fails to execute/commence the work, upon issue of Purchase Order or furnish Security Deposit as per clause 1.8 above.

**1.11. Security & Safety Requirements:**

It will be entirely the contractor's responsibility to take required steps to adequately safeguard the personnel carrying out the work and to ensure that the work is carried out in such a manner that maximum safety to the personnel is assured. Further any insurance of the personnel as per regulations in force has to be taken care of by the contractor.

The contractor shall comply with all regulations imposed by the customs and Port security authorities in respect of the passage of vehicle, materials and personnel through customs and Port barriers. No photographs/films of the work or any part thereof and of Plant/premises shall be taken or permitted to the contractor without the specific approval of the General Administration Department of the Port.

**1.12. Gate Pass:**

Necessary RFID entry passes shall be obtained by the Contractor at their own cost with the approval of Port Officials for entry into Port area. The same can be obtained online from our website [www.mptgoa.gov.in](http://www.mptgoa.gov.in).

**1.13. Injury/Damage to persons and property:**

i.) The contractor shall take all precautions while carrying out the contract work against any possible damage to Port property. Should any such damage be done by the contractor, he shall

make good or bear the cost of making good the same, when brought to his notice, without delay to the satisfaction of the Engineer, failing which the same will be recovered from the bill.

ii.) The contractor shall indemnify the Port against any claim that may arise for any damage to or loss to Port property or injury caused to Port personnel or to any labour engaged by the contractor, during the execution of the contract. The Port will not be responsible for any failure on the part of the contractor or his agent to take necessary measures or precautions in this regard. In this regard contractor will be wholly responsible, if any injury/death of his person on duty, and contractor shall take necessary insurance policy to cover the staff while at work to meet any such eventualities.

**1.14. Force Majeure:**

Notwithstanding anything in this contract to the contrary neither the MPT nor the contractor shall be liable or deemed to be in default for any failure or any delay in performance hereunder, if caused by "force majeure" which term shall mean but not be limited to fire, explosion, natural causes like flood, earthquake, civil commotion, strikes epidemic, pandemic and other acts of God, action of enemies, act of any government or other similar causes beyond the control of the party affected, who shall notify the other party within a reasonable time from the beginning of the operation of said cause and shall thereafter exert all diligence to overcome such cause of delay and resume performance.

**1.15. Personal Protective Equipment's:**

The Contractor shall be solely responsible, at his own cost, for the supply of required PPE to his workers and staff and he shall also ensure the use of PPE such as helmets, safety shoes, nose masks, hand gloves, Safety Harness or any other equipment as required depending on nature of work by his staff at site.

**1.16. Foreclosure of Contract**

Notwithstanding anything in the contract document, the contractor agrees that the Port shall be entitled to foreclose the contract on occurrence of the following events:

- i. In the event of breach of contract by the Contractor
- ii. An emergency or
- iii. for national security and /or national interest and /or public reasons.

Upon the occurrence of the events specified in the above (i),(ii) and (iii)above, the Port reserves the right to fore close the contract at any point of time during the contract period on the issue of the termination notice. The Port shall not be liable to compensate the contractor or any other person for any losses or estimated loss of profits during such period.

**1.17. Work not to sublet:**

The contract shall not be assigned or sublet without the written prior approval of the Engineer in charge.

**1.18. Indemnification:**

The contractor shall be deemed to indemnify and keep indemnified the Port from and against all actions, claims, demands and liabilities whatsoever under and in respect of the breach of any of the provisions of any law, rules or regulations having the force of law, including but not limited to –

- a) The Minimum Wages Act, 1948.

- b) The Dock Workers (Regulation of Employment) Act, 1948
- c) The Building And Other Construction Workers (Regulation of Employment & Conditions of Service) Act, 1996
- d) The Dock Workers' Safety, Health & Welfare Act, 1986
- e) The Payment of Wages Act, 1936.
- f) The Workmen's Compensation Act, 1923.
- g) The Employees Provident Fund Act, 1952.
- h) The Contract Labour (Regulation and Abolition) Act, 1970; Rules 1971.
- i) The Payment of Bonus Act, 1965.
- j) The Payment of Gratuity Act, 1972.
- k) The Equal Remuneration Act, 1976.
- l) The Employees State Insurance Act, 1948 & Employees State Insurance (Amendment) Act, 1989
- m) Child Labour (Prohibition and Regulation) Act, 1986.
- n) The Maternity Benefits Act 1961
- o) Interstate Migrant Workmen (Regulation Of Employment & Conditions Of Service) Act, 1979.
- p) Motor Vehicle Act, latest revision

#### **1.19. Taxes:**

The contractor shall be registered under GST and shall furnish documentary evidence in support of valid GST registration.

The Contractor shall remit the GST amount in the invoice to the Government within the due dates and also file the returns by mentioning the GSTIN of the Mormugao Port Trust (MPT) to enable Port to avail eligible Input Tax Credit (ITC). The Contractor shall indemnify MPT from any loss of eligible ITC of GST paid by it to the Contractor based on their tax invoice, due to non-payment of GST or non-filing of GST returns by the Contractor or non-compliance of GST Act/provisions. The Contractor shall remit such GST amount with applicable interest and penalties to the MPT within 7 days from the date of intimation by MPT about non-availing of eligible ITC. MPT also reserves its right to deduct such GST amount with interest and penalties from the subsequent bills, Security Deposit or any amount due to the contractor by MPT.

1.20 Bidders are required to sign and duly stamp each page of the Tender Document and Price Bid. Unsigned offers/quotations, without the details are liable for rejection.

#### **Other terms and conditions:**

- i) All tools, tackles and logistics for transportation of equipments to & fro, etc shall be arranged by the Contractor at their own cost.
- ii) **The Bidders are advised to visit the site and get acquainted regarding the nature of the work involved at site conditions before quoting the rate.**
- iii) The technical specification at Section II and Price Schedule (Bill of Quantities) at Section III to be read in conjunction to ensure the actual supply and works involved.
- iv) The power supply shall be provided by the Port free of cost for execution of the work. However, the Contractor shall make his own arrangements to draw the power from the closest electrical source..
- v) The contractor shall provide any other items which have not been specifically mentioned in the Price Schedule (Bill of Quantities), but which are found necessary for completion of the works without incurring any additional expenditure to the Port.

- vi) The Contractor shall pay the labour engaged by him for the work a fair wage, as may be fixed by the Labour Department of the State as per the applicable Minimum Wages Act. The payment shall be strictly made to the labour by the contractor through Bank Account.
- vii) The contractor shall adhere to all electrical/electronics regulations, safety regulations & all other statutory regulations as applicable.
- viii) Address for communication and submission of bid:
  - 1.) Superintending Engineer (E),
  - 2.) Executive Engineer (E-HL)  
1<sup>st</sup> floor A.O. Bldg, Headland Sada, Engineering Mechanical Dept., Mormugao Port Trust, Mormugao, Goa – 403804.  
Phone: 0832-2594241/43/56.
- ix) Further amendments if any, visit our website <https://www.mptgoa.gov.in/>

**EXECUTIVE ENGINEER(E-HL)  
MORMUGAO PORT TRUST**

## **SECTION-II**

### **TECHNICAL SPECIFICATIONS**

#### **2.1 GENERAL**

Mormugao Port Trust intends to enter into the 3 years Comprehensive Annual Maintenance Contract of Fire Alarm System installed at Administrative Building.

#### **2.2 SCOPE OF WORK FOR MAINTENANCE OF FIRE ALARM SYSTEM**

##### **2.2.1 PREVENTIVE CHECKUP**

The Contractor shall carry out quarterly visits (i.e. after every 3 months once). This consists of measures regarded by Manufacturer as necessary to maintain the equipment in proper operating condition. Preventive checking shall be carried out between Monday to Friday during working hours (9AM to 5PM) planned in advance with Port's representative.

##### **2.2.2 BREKDOWN MAINTENANCE**

This is to be carried out in the event of malfunction, which prevent the operation of the equipment. Work to be carried out during the service coverage time as per the AMC Contract. Breakdown Maintenance includes fault finding, repair or replacement of defective parts and functional checking.

Contractor shall provide emergency minor adjustment CALL-BACK service at no extra charges under the CAMC. This CALL-BACK service shall be extended round the clock on all working days as well as on holiday and is to be attended within 24 hours. The service and breakdown reports to be submitted on the day of service/breakdown or the next day to the Concerned Engineer-in-Charge.

##### **2.2.3 SPARES AND MATERIALS**

The Contractor shall repair or replace any parts of the system which in his opinion are defective at his own cost for ensuring smooth service.

##### **2.2.4 RESPONSE /TURN AROUND TIME**

During the break down of the system at any time, the contractor required to set right/rectify the problem within 24 Hrs of the complaint.

##### **2.2.5 TOOLS/INSTRUMENTS**

The contractor has to provide necessary tools and instruments to their service Engineer for the purpose of servicing the equipment covered by the contract.

##### **2.2.6 MOCK DRILL AND REPORT:-**

As per the guidelines of NCIPL & IB, the quarterly mock drill of all alarm systems provided at need to be carried out and the report shall be submitted to the Concerned Engineer-in-Charge of MPT.



### **2.3. PENALTY FOR CAMC:**

- i. 70% of the contract value pertains towards the cost of spare parts for the breakdown and maintenance of the fire alarm and the balance 30% is for the labour cost. Hence, if the minimum servicing of the once in 3 month is not carried out, 30% of the contract value for the respective quarter will be deducted from the bill towards the labour cost alone.
- ii. As per the terms of the contract, breakdown calls should be attended by the firm within 3 hours during the working days from 08.00 Hrs. to 18.00 Hrs. from the time of receipt of breakdown message from the Trust.
- iii. Advance information of at least 24 hours shall be given by the firm before undertaking maintenance and servicing works periodically once in every 3 months.

### **2.4. AVAILABILITY OF FIRE ALARM SYSTEM:**

- i. The contractor shall guarantee 95% of the availability Factor of the Fire alarm system. If the equipment availability factor is less than 95% per month, then the Contractor is liable for payment of Penalty ensure. Based on the breakdown report the availability factor of the fire alarm system shall be calculated once in a month.
- ii. However, in case of preventive maintenance /Major breakdown the Contractor shall request the Port for time to carry out the work.
- iii. The Contractor shall ensure availability of his authorized representative at Goa to receive emergency calls and take remedial actions. The representative should attend the call immediately to ensure the restoration of the services promptly.

#### **2.4.1 PENALTY**

For failure to achieve guarantee availability factor, Penalty of Rs.500/- per day shall be levied for the shortfall of the guaranteed availability (i.e.) 95% equipment availability of fire alarm system per month.

If the penalty is imposed on the contractor for consecutive 5 months during the CAMC period the same shall be construed as default of the contractor in performing the obligations under the contract.

### **2.5 RESPONSIBILITY OF ACCIDENT AND HAZARDS:**

The contractor shall be responsible for any accident or hazard that take place during the 3 years CAMC period which has a direct link to the cause of fire alarm system. The Contractor shall also be responsible for payment of compensation and penalties payable to effected parties as a result of legal action.

**2.6 FIRE ALARMS SYSTEM installed at A.O Building consist of below listed equipment's:-**

<b>Sr no</b>	<b>Description</b>	<b>Technical specification</b>	<b>Qty in nos</b>
1	FIRE ALARM PANEL	Make: Bosch , Model: FPA 5000	1 no
2	SMOKE DETECTOR	Make: Bosch , Model::FPA -425-DOT-R	50 nos
3	THERMAL DETECTOR	Make: Bosch , Model:: FAH -425-T-R	4 nos
4	BASE SOUNDER	Make: Bosch , Model:: FNM-420-A-BS	8 nos
5	MANUAL CALL POINT	Make: Bosch , Model:: FMC-210 -DM	14 nos
6	STROBE FOR BASE SOUNDER	Make: Bosch , Model:: FNS-420-R	8 nos

**Note:-**

The contractor should inspect the site to acquaint themselves for the system to be designed and should quote their offer.

**SECTION-III**  
**PRICE SCHEDULE (BILL OF QUANTITIES – BOQ)**

Sr. No	Description	HSN / SAC Code	Unit	Qty	Rate/Unit (Rs.)		Applicable GST (%)	Amount (Rs.)
					In Fig	In Words		
A	B	C	D	E	F	G	H	I=EXF
1.	CAMC for the 1st year		Year	1				
2.	CAMC for the 2nd year		Year	1				
3.	CAMC for the 3rd year		Year	1				
<b>Total (in figures)</b>								

Total (In Words) Rupees \_\_\_\_\_  
only.

**Date:**

**Signature:**

**Place:**

**Name:**

**Address:**

**Office Seal of firm**

**Note:** 1.The offered rates shall be exclusive of GST.

2. Evaluation will be done on Basic Price (Total of price in the Price Schedule (BOQ) and shall be Considered lowest among all Bidders.

**Bid Security Declaration Form**

Date: \_\_\_\_\_ Tender No. \_\_\_\_\_

To,  
**The Executive Engineer (E-HL)  
Office of Chief Mechanical Engineer,  
Engineering Mechanical Dept.,  
Mormugao Port Trust,  
A.O. Bldg, Headland Sada,  
Mormugao, Goa – 403804.**

Quotation for “**COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) for FIRE ALARM System**”

I/We. The undersigned, declare that:

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

I/We accept that I/We may be disqualified from bidding for any contract with MPT for a period of one (1) year from the date of notification if I am /We

- a. are in a breach of any obligation under the bid conditions,
- b. made misleading or false representations in the forms, statements and attachments submitted;
- c. If the bid is withdrawn or varied or modified in a manner not acceptable to the Employer during the validity or extended validity period duly agreed by the Bidder
- d. Any effort by the Bidder to influence the Employer on bid evaluation, bid comparison or contract award decision.
- e. Fail to commence the work on the specified date as per LOA/Work order and/or.
- f. Furnish the required Security Deposit.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of viz. (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days 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 Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on \_\_\_\_\_ day of \_\_\_\_\_ (insert date of signing)

Corporate Seal (where appropriate)

**BANK DETAILS FOR ECS PAYMENT**

1. Name of the Bank and Branch :
2. Account Number :
3. MICR Number :
4. Type of Account :
5. IFSC Number :
6. Copy of PAN Card :
7. TIN Number :
8. GST Regn. No.:
9. EPF No. :
10. ESI Regn. No.

**Firm's Sign and Seal**

Place:

Date:

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