



AN ISO 9001:2015 PORT

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT.
QUOTATION NOTICE
QUOTATION NO. CE/Q- 46 /2021

Name of the work: “Urgent Replacement of Main door and balcony door shutter in D type qts. No. 270/B and 268/B at Sada .”

Sealed percentage rate quotations are invited in Single Cover from the contractors registered in class 'C' and above with Engineering (Civil) Department of Mormugao Port Trust for undertaking the work of Urgent Replacement of Main door and balcony door shutter in D type qts. No. 270/B and 268/B at Sada .

Earnest Money Deposit : Exempted . However Bid Declaration to be submitted.
Cost of quotation : Free of Cost
Estimated Cost of work : Rs.21,115.24
Time limit of completion : 2 days.

The quotation form can be obtained from the office of the Chief Engineer, Mormugao Port Trust, Headland Sada, during office hours from. **13 /10/2021** to **20 /10//2021**, - . 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. No bill will be forwarded if the above regulations are not followed.

Quotations shall be filled in Single cover in sealed Envelope including Schedule of Quantities and rates duly filled as per format.

Quotation duly completed should reach the office of the Chief Engineer, Mormugao Port Trust, Headland Sada by **15.00** hours **20/10//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.

Executive Engineer

Headland Sada.

Date :-



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APPENDIX-I

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT
QUOTATION NO. CE/Q - 41 /2021

Name of work: “Urgent Replacement of Main door and balcony door shutter in D type qts. No. 270/B and 268/B at Sada ”

Particulars Clause of G.C.

1.	Amount of security and time.	3% to be released after maintenance period
2	Period for commencement from the chief engineer's order to commence.	3 days from issue of Letter of Intent.
3	Time of completion	2 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.	NA
6	Percentage of retention money from each running account bill.	NA
7	Total security deposit	NA
8	Minimum amount of Interim certificate.	1 st & 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.

SIGNATURE OF THE QUOTER

BID SECURING DECLARATION FORM

Date.....

Tender No. CE/Q/46/2021 “Urgent Replacement of Main door and balcony door shutter in D type qts. No. 270/B and 268/B at Sada .”

To The Chief Engineer Mormugao 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)



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Name of work: “Urgent Replacement of Main door and balcony door shutter in D type qts. No. 270/B and 268/B at Sada .”

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 2 (Two) 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's 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) Electric power supply and water supply shall be as per availability. Electric power and water supply shall be as per prevailing rates . 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 charged 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 - 6 months**
30. **Security Deposit: Earnest Money Deposit(EMD) payable by the bidder in respect of this Tender/Quotation is exempted. However the Tender/Quotation shall be accompanied by Bid Securing Declaration format as in prescribed format (Appendix-II) . The Tender /quotation not accompanying with this Bid Securing Declaration shall not be considered and Bid will be treated as invalid.**
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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Name of work: "Urgent Replacement of Main door and balcony door shutter in D type qts. No. 270/B and 268/B at Sada "

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

1. Quotations 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 work orders issued and the instructions issued from 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.

Executive Engineer

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SCOPE OF WORK

- 1) Dismantling of door shutter etc
- 2) Supplying and fixing Flush door shutters 35mm thick both side teak faced.
- 3) Supplying and fixing Flush door shutters 35mm thick both side commercial faced.

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SCHEDULE OF QUANTITIES AND RATES

Item no	Description	Unit	Qty	Rate	Amount
1	Dismantling doors, windows and ventilators having area less than 3m2 and handing over to Chief Engineers Representative by shifting & stacking at Maintenance Section office Yard at Headland as directed including all tools & plant labour & material complete.	Each	2	₹ 352.00	₹704.00
2	Supplying and fixing Flush door shutters 35mm thick both side teak faced including providing 4 nos. S.S. hinges (100x70x4) mm minimum size teak wood beading patties, brass screws, including necessary painting primer and two coats of synthetic enamel) all tools , plant labour & material etc. complete. (Old fittings like mortice lock, safety chains, etc.to be refitted to the (new door).All tools , plant labour & material etc. complete.	M2	1.89	₹5783.74	₹10931.27
3	Supplying and fixing Flush door shutters 35mm thick both side commercial faced including providing 4 nos. S.S. hinges (100x70x4) mm minimum size teak wood beading patties, brass screws, including necessary painting primer and two coats of synthetic enamel) all tools , plant labour & material etc. complete. (Old fittings like mortice lock, safety chins, etc.to be refitted to the (new door).All tools , plant labour & material etc. complete.	M2	1.89	₹ 5015.86	₹9479.98
Total					₹ 21115.24

‘A ‘Total Amount of Quotation inclusive of all taxes (except GST) = “A” ₹ 21115.24

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: _____

In Words 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: _____