

MORMUGAO PORT TRUST
ENGINEERING MECHANICAL DEPARTMENT

Quotation no. CME/XEN(E-P)/quotation/2021/03



QUOTATION

FOR

“ARC for maintenance of CCTV Cameras in Ports Non-Operational Areas.”

Due at 11.00A.M on 30.11.2021

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 "ARC for maintenance of CCTV Cameras in Ports Non-Operational Areas".

Details about Quotation:

Quotation No.	CME/XEN(E-P)/quotation/2021/03
Name of Work	ARC for maintenance of CCTV Cameras in Ports Non-Operational Areas
Completion Period	48hrs from the time of registering the complaint subject to supply of spares by Port.
Contract period	One year from the date of issue of Letter of Award (LOA)
Estimated Cost (INR)	Rs. 31,634/- (excl. of GST)
Bid Security Declaration	Bid Security Declaration as per Annexure-1
EMD	NIL
Cost of Quotation Document	NIL
Penalty	As indicated at Clause 1.11.
Security Deposit	3% of the contract value as per Section-I, General Terms & Conditions, clause No 1.7.
Payment terms	100% payment on satisfactory completion of the works, acceptance by the Port and upon submitting undisputed bills alongwith relevant documents (EPF/ESI challans, muster roll, wage register). Contractor bank details to be furnished as per Appendix-I.
Bid Submission	As indicated at clause no. 1.6.
Bid Validity	120 Days from the due date of submission of the quotation.
Guarantee / Warranty Period	As per the clause 1.9.
Date of submission	30.11.2021 till 11:00 Hrs.
Date of Opening	30.11.2021 at 11:30 Hrs
Address for communication and submission of bid:	Executive Engineer (E-P), Engineering Mechanical Dept., Mormugao Port Trust, Headland Sada, Goa – 403804.
Contact Details	Phone : 0832-2594243 ; Email : xenproj.mgpt@gmail.com
Website	https://www.mptgoa.gov.in/

EXECUTIVE ENGINEER (E-P)
MORMUGAO PORT TRUST

SECTION – I

1.0. GENERAL TERMS AND CONDITIONS

1.1. Cost of the Quotation Document: Not applicable.

1.2. Bid Security Declaration:

1.2.1. The Bidder, including those registered as MSME, 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. Minimum Eligibility Criteria:

i) Experience of having successfully completed a similar work at any time during the last 7 years ending last day of month previous to the one in which quotations are invited.

The bidder shall submit Self attested photo copies of LOA/ work order /agreements showing the awarded contract value for “similar works” and satisfactory Completion Certificates issued by the Client, indicating the date of Completion and completed Contract Value.

PI Note: The Bidders shall enclose the copy of the work order and successful completion certificates.

Similar works means "Rectification and maintenance of CCTV SURVEILLANCE SYSTEM AT ANY Port/government/PSU/private organizations."

1.4. Evaluation of the Bid:

1.4.1. An offer shall be considered responsive and for evaluation if :-

- (i) it is accompanied by requisite Bid Security Declaration Form,
- (ii) the validity of the offer is same as stipulated in the quotation document,
- (iii) it meets the Minimum Eligibility Criteria and have furnished work order copy and work completion certificate copy.
- (iv) the Bid is received by Port by Due date and time of submission including any extension there of.
- (v) IT Returns acknowledgement for previous two financial years.

1.4.2. In case the bidder submits Bid with alterations/additions, conditional offer / imposes own terms and conditions / does not accept tender conditions completely, his/her Bid shall be summarily rejected.

1.4.3. **Evaluation** will be done on Basic Price (Total of price in the Price Schedule (BOQ)) and lowest offer shall be considered among all Bidders for award of work . 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.

1.5. Bid Validity:

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

1.6. Submission of Quotation

- 1.6.1. The sealed envelope containing Bid Security Declaration, DD towards cost of document or SSI/MSME exemption certificate; work order; completion certificate should be superscribed as 'Quotation for "ARC for maintenance of CCTV Cameras in Ports Non-Operational Areas"', alongwith another sealed envelope superscribed as 'PRICE COVER', containing the duly filled price schedule and shall be dropped before the due date and time in the TENDER BOX located on second floor of the Port's Administrative Bldg. Mechanical Engineering Department at Headland Sada.
- 1.6.2. Bidder shall submit only one quotation by due date and time. In the event the Bidder is submitting more than one quotation, then all his quotations shall not be opened and summarily rejected.
- 1.6.3. The Bidder shall be allowed to be present during the opening of the quotation, in-case he/she desires to. However, necessary COVID-19 related SOPs to be followed and valid RT-PCR test report / vaccination certificate to be produced before the CISF at the main gate.

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, rounded off to nearest 100 rupees. This Security Deposit will be converted to Performance Guarantee upon completion of the work. The DD shall be from Nationalized/Scheduled Banks in favour of the Financial Advisor & Chief Accounts Officer, MPT, payable at Vasco, Goa.

The Security Deposit converted to Performance Guarantee will be refunded to the contractor after satisfactory completion of contractual guarantee period as per clause no.1.9. from the date of satisfactory completion of work and acceptance by Port.

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. Contract period:

The Contract period shall be one year from the date of issue of Letter of Award (LOA)

1.9. Guarantee / Warranty Period:

The Contractor shall guarantee the subject work for a period of **six months** from the date of satisfactory completion of work and acceptance by Port. If any defect is observed during the period, the same shall be rectified by the Contractor, free of cost under guarantee obligations.

1.10. Payment Terms:

- i.) 100% payment shall be made after submitting invoice for each visit / work completed to the satisfaction of Port.

The payment will be released within 30 days from the date of receipt of undisputed bills in duplicate and with all other supporting documents (EPF/ESI challans, muster roll, wage register).

The contractor shall furnish their bank account details alongwith other details as per Appendix-I. The payment will be made in ECS mode. A copy of the PAN card, GST Registration, EPF& ESI registration shall be furnished.

1.11. Penalty:

Contractor shall attend the breakdown call within 24 hrs. of intimation/registration of complaint, and complete the work within 48 hours after receipt of spares if required for execution of work, failing which a penalty amounting to 50% of the visit charges will be deducted from the bill.

1.12. EPF/ESI : Applicability of EPF and ESI Act.

The Bidder / Contractor shall ensure strict compliance of the labour laws including those under the Employees State Insurance Act, 1948 and the Employees Provident Fund & Miscellaneous Provisions Act, 1952 and rules and regulations framed therein.

The Bidder / Contractor shall ensure that the statutory contribution towards the Employee State Insurance Act, 1948 and the Employees Provident Fund & Miscellaneous Provision Act, 1952 in respect of the employees engaged by him are deposited with the authority concerned and a proof having deposited the contribution should be produced at the office of CME by 10th of the succeeding month in which the payment was due.

In the event any Bidder raises a dispute that he is not covered under the provisions of Employees State Insurance Act, 1948 and the Employees Provident Fund & Miscellaneous Provision Act, 1952 such Bidder should obtain Certificate from the Competent Authority of EPF under these Acts and produce the same documentary evidence at the office of the Chief Mechanical Engineer.

The amount recovered if any, as statutory dues in respect of the Employees Provident Fund and Miscellaneous Provisions Act, 1952 and the Employees State Insurance Act, 1948 shall be released only after producing documentary evidence / no dues certificate from the authorities under these Acts.

1.13. 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.

1.14. 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.

1.15. 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.

1.16. 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.

1.17. Personal Protective Equipments:

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.

1.18. 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.

1.19. Work not to sublet:

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

1.20. 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

1.21. 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.

Other terms and conditions:

- i) All tools and tackles 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 Crane and power supply shall be provided by the Port on chargeable basis for execution of the work. However, the Contractor is free to take power supply from the other source by making their own arrangement with prior intimation to the Port Engineer.
- 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) Address for communication and submission of bid:
 - 1.) Executive Engineer (E-P)
2nd floor A.O. Bldg, Headland Sada, Engineering Mechanical Dept., Mormugao Port Trust,
Mormugao, Goa – 403804.
Phone: (0832)2594221/4253.
- xi) Further amendments if any, visit our website <https://www.mptgoa.gov.in/>

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

SECTION-II
TECHNICAL SPECIFICATION

2.0. GENERAL

Mormugao Port Trust invites a quotation for the work of “ARC for maintenance of CCTV Cameras in Ports Non-Operational Areas”.

2.1. SCOPE OF WORK

1. To carry out maintenance/repairs of the CCTV systems on visit basis at MPT non-operational areas.
2. To attend to breakdown calls within 24 hours from registration of complaint.
3. One visit will be considered from the time of attending the fault till its rectification to the user’s satisfaction.
4. In case the work involves laying of cable either for replacing damaged cable or for re-routing while shifting cameras, the same will be paid as per actual measurements at site.
5. All consumables and spares shall be provided by Port.
6. List of CCTV cameras installed at NON-OPERATIONAL AREAS are as under.

Sr. No.	Location	No. of. Cameras
1	Deep Vihar Schools	59
2	Port Hospital	8
3	Ambedkar Vocational Center	4
4	Port Guest House	4
5	CISF Kote	4
6	Bureau of Immigration, Harbour	4
7	Human Resource Development Center	1
	TOTAL	84

Note: The estimate is prepared considering 4 nos. breakdown visits per month, laying of 100mtrs cable in casing – capping and fixing 33 mtrs of casing – capping.

EXECUTIVE ENGINEER (E-P)
MORMUGAO PORT TRUST

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.	Per Visit Charges		No.	1				
2.	Laying of Cable in casing capping.		Mtr	1				
3.	Fixing of casing capping		Mtr	1				
Total (in figures)								

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 for award of work subject to approval by Competent Authority.

3. Payment shall be made on pro-rata basis as per the works completed (if applicable).

Bid Security Declaration Form

Date: _____ **Quotation no. :** CME/XEN(E-P)/quotation/2021/03

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

Sub : Quotation for “**ARC for maintenance of CCTV Cameras in Ports Non-Operational Areas**”

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:
