



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

**QUOTATION NO. CE/20 /2021 (Extension-1)**

Sealed Item rate quotations are invited from contractors registered with Engineering (Civil) Department of Mormugao Port Trust for undertaking the work of **“Pruning of tree branches near MPT First Aid building, Substation of Govt. of Goa, Port users building in GCB area and other Port areas”**

**Cost of quotation** : **Free**  
**Earnest Money Deposit** : **Rs. 4140/-**  
**Time limit of completion** : **30 days**

The quotation form can be obtained from the office of the Chief Engineer, Mormugao Port Trust, Headland Sada, during office hours from **03/05/2021 to 12/05/2021** on application (**Free of Cost**). Volume I comprising of Instruction to Tenderers, General and Special Conditions, General Specifications etc. of Mormugao Port Trust will be considered as part of Quotation Form.

GST registration for the bidder is mandatory. Bidder has to enclose attested copy of the GST Registration 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.

Quotation shall be accompanied by Earnest Money Deposit of **Rs. 4140/-** either deposited with FA&CAO Mormugao Port Trust in Cash or enclosed Demand draft. Quotation without Earnest Money Deposit in the stipulated form will not be considered.

The interested firms may alternatively download the Tender Document from the 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.

No editing, addition/deletion of matter shall be permitted. If such action is observed at any stage, such offer is liable for outright rejection.

**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 on **12/05/2021** 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.

CHIEF ENGINEER

Headland Sada.

Date :-



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Name of work: **“Pruning of tree branches near MPT First Aid building, substation of Govt. of Goa, Port users building in GCB area and other Port areas”**

<b>S.No</b>	<b>Particulars</b>		<b>Clause of G.C.</b>
1.	Amount of security and time.	11(1)	EMD will be retained as Security till the Work is successfully completed.
2	Period for commencement from the Chief Engineer's order to commence.	38	Within 3 days from receipt of PO or as directed
3	Time of completion	40	01 (One) month
4	Amount of liquidated damages	43	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 period.	45(1)	Not applicable for this work
6	Percentage of retention money from each running account bill.	54(1)	10%
7	Limit of Retention money	54(1)	10%.of work done for each running bill.
8	Insurance of men and material		Applicable
8	Total initial security deposit and Retention Money.	11(1) 54(1)	EMD plus 10% value of the contract
9	Minimum amount of Interim certificate.		Rs. 1,00,000/- (One lakh only)
10.	Time within which payment to be made after contractor's submission of the bill.		100% payment within 20 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**



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Name of Work: **“Pruning of tree branches near MPT First Aid building, Substation of Govt. of Goa, Port users building in GCB area and other Port areas”**

**ADDITIONAL SPECIAL INSTRUCTIONS**

1. The work shall be carried without disturbing the operation of Port or other agencies working in the area.
2. All materials to be supplied should be in good condition as per the specification. It should be handed over to the engineer-in-charge. It will be issued for carrying out the work as and when required.
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. 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.
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 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.

7. 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.

8. 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.

9. 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.

10. **The quoters 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 work.**
11. **Contractor shall obtain all the required permissions from the State Govt authorities and MPT shall not be held liable for non-conformation to the statutory requirements and for delays if any. MPT shall assist by giving recommendatory letters if requested by the contractor.**
11. Time is the essence of contract and the entire work should be completed within a period **of 1 (one) months** as specified in the schedule. The Quoter shall also submit detailed programme for the timely completion of work giving details of gangs/labour/material supply/plant and machinery etc. taking into account the limited time schedule provided.
12. The Contractor`s supervisory staff shall be fully experienced in the type of work to be carried out under their supervision.
13. The contractor shall insure all plant, machinery and workers employed by him during execution of work and submit necessary insurance policies to the Department.
14. If the work has to be carried out beyond normal working hours approval in advance for the working has to be obtained from the Chief Engineer.

15. It shall be specifically noted that the contractor is expected to mobilize the required equipments and work force required to complete the entire work included in the contract well within the stipulated period.
16. 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.
17. Quotations with conditions will be out rightly rejected.
18. 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.
19. Any damage to the property of Port should be made good or compensated by the contractor.
20. After completion of day's work/contract period the contractor shall clean, clear the work site to the satisfaction of the Chief Engineer or his site representative.
21. The instruction given by the officer in charge shall have to be carried out promptly. In case of any difference of opinion or interpretation on the specification and conditions, the matter to be referred to the Chief Engineer concerned, for the decision, which shall be final and binding.
22. Permission for working beyond the normal working hours of Port or on Sundays and Public Holidays as stipulated under clause No. 42 of General Conditions of Contract, (in the printed booklet) in volume-I of the tender document will be given to the contractor.
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 or his agent free of cost and the same shall be valid for the duration of the contract or a period of one year, whichever is less.

25. 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.
26. Water and electricity will be supplied to the contractor at site as per availability on chargeable basis as per the Port's scale of rates.
27. The quoter should comply with all regulations of EPF, ESI etc. No bill will be forwarded if the above regulations are not followed.
28. 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.
29. "The bidder shall quote the price exclusive of GST. Applicable GST shall be paid on the quoted price. The bidder shall indicate the applicable GST rate on goods/Services in the price bid"
30. **a. Security Deposit:** EMD deposited along with the tender will be Converted as Security deposit. The validity of the security deposit such retained will be up to the currency of the contract period .No interest will be allowed on the Security Deposit from the date of its receipt until it is refunded  
**b. Retention money:** Retention money shall be deducted from reach Running account bill at 10 % of gross value of work done to the Limits of 10 % of contract value.  
**c. Refund of Security deposit and Retention money:** S.D and Retention money shall be refunded only after successful Completion of Defect liabilities period (Free Maintenance period) if Applicable.  
**(d) Forfeiture of SD:** The security deposit will be forfeited , if the contractor fails to fulfill any or all the conditions of this contract, without any interference from it towards all rights of Board to recover from the contractor any other amounts falling due to the Board through non- observance/ compliance by the contract conditions and any of the clause thereof by the contractor.
31. Payment of wages to the workmen to be paid in their respective Bank Account.
32. 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.

33. The successful bidder shall have to furnish HSN /SAC Code for each items of the work.
34. Unregistered Venders under GST has to submit Declaration that GST is not applicable to him, due to turnover of less than 40 Lakhs.
35. 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.
36. The successful bidder shall have to furnish HSN /SAC Code for each items of the work.

CHIEF ENGINEER





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**ENGINEERING (CIVIL) DEPARTMENT**

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**Name of the Work: “Pruning of tree branches near MPT First Aid building, substation of Govt. of Goa, Port users building in GCB area and other Port areas”**

**SCOPE OF WORK**

1. Pruning of tree branches of thickness and lengths as per directions of the Site Engineers  
**(Works to be done by taking proper safety precautions, provision of safety belts, harness ropes, and cranes, and tippers etc)**

CHIEF ENGINEER



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**BILL OF QUANTITIES**

Item No.	Description of Work	Unit of Qty	QTY	Rate at		Total Amount
				Rs	Ps.	Rs Ps.
1	Pruning of tree branches of all thickness, length (small, medium and big sizes) of trees of all heights, located near the First Aid building, electrical substation of Govt. of Goa, Port users building in GCB areas and other areas in the Port yard as directed by the Chief Engineer or his representative. Works to including providing all cutting tools, machines, equipments, ropes, etc for cutting, holding , lowering of the tree branches, hiring of cranes, tipper, loading the pruned tree branches onto the tipper and transporting and taking out of the Port premises/estate for further disposal. Work includes deploying expert tree climbers/labours experienced in such works and all the essential tools and equipment, machineries and obtaining the required permissions, gate passes in advance co-ordinating with Port staff, Electricity Department, Goa Govt. offices etc for pruning and disposal of the tree branches, etc complete. All tools, plant, materials, labour, etc complete. ( Rate to include for pruning tree branches of 13 trees as directed.	Lump Sum	01			

	Contractor should assess the works involved and accordingly quote considering all the incidental costs of labour, equipment and material, insurance, loading, transportation, unloading, etc. and his profits etc.)				
2	Credit to be given to the Port for disposal after taking away the pruned tree branches.	Lump sum	01		
			<b>Total :</b>	<b>Rs.</b>	

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

\_\_\_\_\_ (IN FIGURES)

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

**NOTES:**

1 Tenderers are advised in their own interest to inspect the site before tendering.

2 The quantities given above in the schedule of Quantities and Rates are approximate and are furnished for the guidance of the tenderers.

Witness's

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

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

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

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

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

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

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

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

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

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

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

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

**SIGNATURE OF THE TENDERER**

