

**MORMUGAO PORT TRUST
ENGINEERING MECHANICAL DEPARTMENT**

Quotation no. ' CME/XEN(E-HL)/W-8/2021/03'



**AN ISO 9001-2015 PORT
ISPS CODE Compliant**

QUOTATION
FOR CONTRACT WORKS
“ANNUAL RATE CONTRACT (ARC) for Hiring of Sound System”

Due at **03.00P.M** on **09.08.2021**

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 “ANNUAL RATE CONTRACT (ARC) for Hiring of Sound System”

Details about Quotation:

Quotation No.	CME/XEN(E-HL)/W-8/2021/03
Name of Work	ANNUAL RATE CONTRACT (ARC) for Hiring of Sound System
Completion Period	The ARC duration period will be for a period of one (1) year from the date of issue of Purchase order and extendable by another year on mutual consent on the same rates, terms and conditions
Estimated Cost (INR)	Rs.2,20,800/- (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.
Performance Security Deposit	3% of the contract value incl. of GST @ 18% as per Section-I, General Terms & Conditions, clause No 1.8.
Payment terms	The BOQ mentioned in the price schedule is indicative only which may increase or decrease as per actual qty required at site. If the item quantities are increased, the payment towards the same will be made on prorata basis based on the quoted rates. The payment will be made with 15 days working days as per actual quantities supplied at the accepted rates upon submission of undisputed bills induplicate & with all supporting documents. Contractor bank details to be furnished as per Appendix-I.
Bid Submission	The sealed envelope containing Bid Security Declaration, DD towards cost of document or SSI/MSME exemption certificate; work order should be superscribed as 'Quotation for ANNUAL RATE CONTRACT (ARC) for Hiring of Sound System., alongwith another sealed envelope superscribed as 'PRICE COVER', containing the dully filled price schedule.
Bid Validity	120 Days from the due date of submission of the quotation.
Date of submission	09.08.2021 till 15:00 Hrs.
Date of Opening	09.08.2021 at 15:30 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 : 0832- 259 4241/44/56 ; Email : freddy.soares@mptgoa.gov.in
Website	https://www.mptgoa.gov.in/

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. Minimum Eligibility Criteria:

The bidder should have experience in **Providing Sound system**. The copy of at least one **work order** issued by the client in favour of the bidder shall be submitted as supporting documentary evidence **failing which the Tender is liable for rejection**.

1.4. 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) it does not meet the Minimum Eligibility Criteria as stipulated in the NIT and the corresponding documents in support of it have not been submitted.
- (v) the bidder submits conditional offer / imposes own terms and conditions / does not accept tender conditions completely.
- (vi) it is not received by the Application Due date and time including any extension there of.

1.5. Bid Validity:

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

1.6. Price:

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

1.7. Alterations / counter conditions:

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

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

1.8. Performance 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.

Note:- The Penalty for the delay in submission of the Performance guarantee within the stipulate date above shall be at the rate of 0.25% of the amount of performance guarantee for each week or part of the week for the number of weeks delayed beyond the stipulated date of submission.

1.9. Completion Period:

The ARC duration period will be for a period of one (1) year from the date of issue of Purchase order. The sound will be utilised for Official programmes, functions, National festivals etc.

1.10. Payment Terms:

The BOQ mentioned in the price schedule is indicative only which may increase or decrease as per actual qty required at site. If the item quantities are increased, the payment towards the same will be made on prorata basis based on the quoted rates.

The payment will be made with 15 days working days as per actual quantities supplied at the accepted rates upon submission of undisputed bills induplicate & with all supporting documents.

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.

1.11. 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.

1.12. 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.

1.13. Gate Pass:

Necessary RFID entry passes shall be obtained by the Contractor well in advance 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.

1.14. 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.

1.15. 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.

1.16. 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.

1.17. 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.

1.18. Work not to sublet:

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

1.19. 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

1.20. 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.

1.21. 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.

1.22. 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) **Address for communication and submission of bid:**
 - 1.) **Superintending Engineer (E),**
 - 2.) **Executive Engineer (E-HL)**
1st floor A.O. Bldg, Headland Sada, Engineering Mechanical Dept., Mormugao Port Trust, Mormugao, Goa – 403804.
Phone: 0832-2594241/43/56.
- viii) **Further amendments if any, visit our website <https://www.mptgoa.gov.in/>**

**EXECUTIVE ENGINEER
MORMUGAO PORT TRUST**

SECTION-II

TECHNICAL SPECIFICATIONS

2.0. SCOPE OF WORK INCLUDES:

- 2.1. There will be approximately 12 events in a year. The annual quantity utilization shown is tentative and payment will be made pro-rata based on actual usage of items as per the occasion.
- 2.2. The Bidder should quote the rate by taking into consideration all operational expenses and operate the sound system during each occasion/event
- 2.3. The bidder should be able to provide requirement at short notice of minimum 24 hrs.
- 2.4. The rates accepted by the Port for the ARC will be effective for contractual period of one year & extendable by another year with mutual consent under the same rates, terms & conditions.
- 2.6. Trained sound technician/engineer shall be stationed at the console to operate/prevent any interruption/sound discrepancies of important events graced by VVIPs.
- 2.7. The Tenderer may visit the work site and get acquainted himself with the site conditions, nature of work involved before quoting, taking prior appointment with the undersigned. Any assistance in this regard will be provided by the Department.
- 2.8. No tools, plant, labour, equipment, transport, etc. required for the work will be supplied by the Port and the Contractor has to make his own arrangements.
- 2.9. Penalty:

The Contractor shall ensure 100% availability of the sound system for satisfactory operation during the contract period. The Sound system must be manned continuously to provide service as and when required. Any failure to achieve 100% availability shall lead to a deduction from the bills of the Contractor as detailed below:

(i) If the sound system fails to operate more than 30 seconds due to the system issues, a penalty of Rs.2000/- per occurrence will be deducted from the bill of the Contractor. An alternate Amplifier/Mixer console/mikes arrangement will then have to be made available for replacement by the contractor within 30 seconds. Even in such a situation if the contractor is unable to make alternate arrangement at the site . the penalty will double from Rs.2000/- to Rs.4000/- for that occurrence. If the penalty exceeds Rs.10,000/- (Rupees Ten Thousand) within the period of 2 months, Port reserves right to the Contract may be terminated along with forfeiture of SD.

**EXECUTIVE ENGINEER
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.	Front Speakers 2400 W -2 nos		Set	24	2,000	Two Thousand		48,000
2.	Rear Speakers 800 W- 2 nos		Set	24	1,200	One Thousand Two Hundred		28,800
3.	Floor Monitors – 2nos		Set	12	1,300	One Thousand Three Hundred		15,600
4.	Power Amplifier – 6000W-		Nos	12	1,500	One Thousand Five Hundred		18,000
5.	12 Channel Mixer Console		Nos	12	2,000	Two Thousand		24,000
6.	Laptop/ DVD Player		Nos	12	500	Five Hundred		6,000
7.	Mike Stands Long and Short		Nos	60	200	Two Hundred		12,000
8.	Gooseneck/Podium Mikes		Nos	12	300	Three Hundred		3,600
9.	UHF collar Mike		Nos	12	300	Three Hundred		3,600
10.	UHF cordless hand Mike		Nos	12	300	Three Hundred		3,600
11.	Installation of Sound system		Events	12	2,300	Two Thousand Three Hundred		27,600
12.	To & Fro Transportation charges for materials per event		Events	12	2,500	Two Thousand Five Hundred		30,000
							Total (A)	2,20,800

'A' Total amount of quotation inclusive of all taxes (except GST) = "A" = Rs.2,20,800/-

1. ADD _____ % (IN FIGURES)

In words _____

Over the above amount at "A" i.e Rs. _____

OR

2. DEDUCT _____ % (IN FIGURES)

In words _____

From the above amount at "A" i.e. Rs. _____

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

In Figure – Rs.

In Words Rupees _____

_____ Only.

TENDERERS SHOULD SCORE OUT EITHER "ADD" OR "DEDUCT" AS THE CASE MAY BE"

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.

Date:

Signature:

Place:

Name:

Address:

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.

Sub : Quotation for “ANNUAL RATE CONTRACT (ARC) for Hiring of Sound 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:
