



An ISO 9001:2015 PORT

मुरगांव पत्तन न्यास/MORMUGAO PORT TRUST
इंजिनियरी (सिविल) विभाग/ENGINEERING (CIVIL) DEPARTMENT

e-TENDER No. CE/02 /2019

Tender notice no. CE/ N-02/2019

e- TENDER

FOR

“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

<https://eprocure.gov.in/eprocure/app>

Due at 15.30 hrs on 29.01. 2019

मुरगांव पत्तन न्यास/MORMUGAO PORT TRUST
इंजिनियरी (सिविल) विभाग/ENGINEERING (CIVIL) DEPARTMENT

e- PORTAL NOTICE INVITING ONLINE TENDER

e - TENDER NO: CE/02 /2019

e – tender for “Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

Closing Date: .28.01.2019 at 15.00 Hrs

Further details <http://eprocure.gov.in/eprocure/app>

CHIEF ENGINEER



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इंजिनियरी (सिविल) विभाग/ENGINEERING (CIVIL) DEPARTMENT
e- TENDER NO.CE/02/2019

“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

COVER NO. 1 (TECHNICAL BID)

- i. Instructions for Online Bid Submission.
- ii. Notice inviting Online Tender.
- iii. Tender Notice.
- iv. Electronic Payment System Mandate Form.
- v. Form of Tender.
- vi. Appendix – I.
- vii. Technical bid particulars.
- viii. Terms and Conditions of Contract.
- ix. Appendix – II Qualification and Experience of leading employees of the firm.
- x. Appendix – III – Proforma of execution of similar works.
- xi. Appendix – IV – Vendor Registration Form.
- xii. Appendix – V – Vendor Declaration Form.
- xiii. Form of Agreement.
- xiv. Scope of work.
- xv. Proforma for Bank Guarantee.
- xvi. Proforma for GST Details. – Appendix – VI
- xvii. Booklet containing Instructions to tenderers, General and special
- xviii. conditions of contract. (VOLUME –I)

COVER NO. 2 (PRICE BID)

- i. Directions to Tenderers for filling in the Schedule of quantities & rates
- ii. Schedule of quantities and rates.
- iii. Financial break up of wages for unarmed Security Guards in General and three shifts Security Guards in Form P1.

**MORMUGAO PORT TRUST,
ENGINEERING CIVIL DEPARTMENT,
MAIN ADMINISTRATIVE OFFICE BLDG,
HEADLAND, SADA, GOA.**

Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.

2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.

4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid

opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

मुरगांव पतन न्यास/MORMUGAO PORT TRUST
इंजिनियरी (सिविल) विभाग/ENGINEERING (CIVIL) DEPARTMENT

NOTICE INVITING ONLINE TENDERS (NIOT)

Details about tender:

Tender inviting	CHIEF ENGINEER, MORMUGAO PORT TRUST	
e - Tender No.	CE/ 02/2019	
Name of Work	e – tender for “Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”	
Estimated Cost	Rs. 34,32,725/--	
Bidding Type	Open (e-tender mode only)	
Bid Call (Nos.)	One	
Tender Currency Type	Single	
Tender Currency Settings	Indian Rupee (INR)	
Joint Venture	Not Allowed	
Tender Cost	Rs.2,000/-	Mode Of Payment: e-payment and in the form of DD/Uploaded with e-tender.
EMD Cost	Rs. 50,000/-	
Payment of Tender Fee & EMD	<p>The Tender fee and EMD shall be paid in e-payment mode or DD before the due date and time of the tender. Mode of Payment towards Tender Cost, & Earnest Money Deposit (EMD) to be paid online through e-Payment mode or DD.</p> <ol style="list-style-type: none">i. National Electronic Fund Transfer (NEFT) / Real-Time Gross Settlement RTGS). Tenderer requires download pre-printed Challan towards credit of MPT and make its payment through any of their Bank. UTR no. to be made available along with the tender documents for the proof of submission of tender cost and EMD failing which their tender will not considered for evaluation.ii. Internet Payment Gateway (Debit/ Credit Card of type VISA, MASTERCARD or RuPay.iii. Net Banking: Payment can be made through the Internet Banking of Any Bank.iv. Bank details are given in the next page and NEFT/RTGS to be used for that account only.v. Proof of payment made has to be uploaded enclosed with the tender such as UTR details,/ Demand Draft details, Uploaded with e-tendervi. Note: Any Payments made through NEFT/RTGS will take 24 hours for its reconciliation. Hence the payments through NEFT/RTGS should be made at least TWO BANK WORKING DAYS in advance before any due date and upload the scanned copy of challans in the e-Tender website as a token of payment	

Security Deposit	5 % of the contract value refundable after satisfactory completion of Contract plus six months.
Retention Amount.	10 % of value of R.A. Bills restricted to 5% of the contract value recoverable from each bill and refundable after completion of satisfactory completion of Contract. In addition to EMD amount can also be adjusted to make for 10% of the contract value towards security deposit & retention money.
Contract Period	Twenty four months.
Qualifying Criteria :	<p>PRE-QUALIFICATION CRITERIA / BIDDING CONDITION</p> <p>i) The Average Annual Financial Turnover during the last Three (3) years ending 31st March 2018 should be at least INR Rs.10.30 Lakhs. Auditors report in original certified by CA, for the years 2015-16, 2016-17 and 2017-18 including relevant P/L a/c and balance sheet.</p> <p>ii) The Tenderer should have experience in ‘Similar Works during last 7 years ending last day of month previous to the one in which tenders invited should be either of the following:-</p> <p style="padding-left: 40px;">a) One similar completed work costing not less than Rs. 27.46 lakhs</p> <p style="text-align: center;">(OR)</p> <p style="padding-left: 40px;">b) Two similar completed works costing not less than Rs. 20.60 lakhs</p> <p style="text-align: center;">(OR)</p> <p style="padding-left: 40px;">b) Three similar completed works costing not less than Rs. 13.73 lakhs</p> <p style="padding-left: 40px;">.’SIMILAR’ Works – means “work of providing security guards for maintaining security service”.</p> <p>PI. Note 1: The security guards for maintaining security services firm shall be registered with Goa State Home Department as a Security Agency their name shall be appearing in the list of Goa Govt. as a ‘Registered Agency’ under PASARA (2005).</p> <p>2 : The Tenderers shall enclose the copy of Annual Financial Turnover for the year 2015-16, 2016-17 and 2017-18 (original copy certified by CA with P/L a/c and balance sheet), work order copies for similar works, successful completion certificates with performance from clients indicating the date of completion, value of work done, etc.</p>
Last Date & Time for Receipt of Bids	28 /01/2019 uploading up to 15.00 Hrs
Bid Opening Date	Techno-commercial Bid (Cover-I) will be opened on 29.01.2018 at 15.30

	Hrs. Date of opening of price bid shall be notified after scrutiny and evaluation of Techno-commercial Bid.
Bid Validity	180 days from the last date fixed for receiving the tender.
Online Documents required to be submitted by scanning	<p>A) Uploading Documents for Cover – I.</p> <ol style="list-style-type: none"> 1. Documents of tender to be filled, signed, stamped and uploaded by scanning are Form of Tender, technical bid particulars, Appendix-I, Appendix-II, Appendix-III, Appendix-IV, Appendix-V, Appendix-VI. 2. All copies or documents to be attached should be signed, stamped, scanned and uploaded. 3. Copy of documents viz. Work Order, Completion certificate with performance, Financial Turnover, Auditor's report, Balance sheet, P/L account statement etc. Financial Turnover Certificate and all other required details to be signed stamped and uploaded. 4. Each page of entire tender documents including Volume – I to be signed, stamped and uploaded by scanning online along with e – tender. <p>B). Uploading Documents for Cover- II</p> <ol style="list-style-type: none"> 1. Schedule of Quantity of Rates filled in PDF/ Excel format duly signed and stamped scanned. 2. Break up of wages of details in Form P1 duly filled, signed stamped, scanned and uploaded.
Address for communication:	<p>Chief Engineer, Office of Chief Engineer, Civil Engg. Dept., Mormugao Port Trust, A.O. Bldg, Headland Sada, Mormugao, Goa – 403804.</p>
Contact Details	<p>For Tender related queries --- Phone :0832 – 2594606 / 2594613;</p> <p>For e-Tendering help contact: The Help Desk will be your first point of contact at NIC. Telephone: For any queries, please call 24 x 7 Helpdesk No.: 0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787</p> <p>Email: Kindly send your Technical queries to cppp-nic@nic.in</p> <p>Note- Bidders are requested to kindly mention the URL of the Portal and Tender Id in the subject while emailing any issue with the Contact details.</p> <p>For any issues/ clarifications relating to the tender kindly contact Email: etender@mptgoa.com or contact no. 8975336251.</p>
Website	http://eprocure.gov.in/eprocure/app

Format and Signing of Bid

The Price Bid to be submitted on-line shall be signed digitally by a person or persons duly authorized to sign on behalf of the Bidders.

The Bid shall contain no alternations additions, except those to comply with instructions issued by the Employer.

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इंजिनियरी (सिविल) विभाग/ENGINEERING (CIVIL) DEPARTMENT
e-TENDER No. CE/02/2019
TENDER NOTICE NO. CE/N-02/2019

Sealed Item Rate e-tenders in two cover system are invited on behalf of the Board of Trustees of Mormugao Port Trust from the reputed and experienced Security Service Agencies possessing the required licence, registrations and approved under Private Security Agency (Regulation) Act, 2005 (PSARA) and fulfilling the eligibility criteria for "Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years"

Sr. No.	e-Tender No.	Name of work	Cost of tender document (non-refundable) By E-Payment	Estimated cost of work put to tender	E-tender from and to
	Class of contractor eligible to tender	Estimated cost of work put to tender	Earnest money deposit by E-Payment	Period of contract	Date of opening of tender
1	CE/02/2019	"Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years"	Rs.2,000.00	Rs. 34,32,725/-	18. 01.2019 to 28.01.2019 uploading up to 15.00 hrs
	As per eligibility criteria stipulated below	Rs. 34,32,725/-	Rs 50,000/-	24 Months	29. 01. .2019 Opening at 15.30 Hrs

1. Eligibility Criteria.
 - (A) The bidder may be proprietary firm, Partnership firm, Limited Company, Corporate body legally constituted, empaneled/ registered with appropriate authority who possess the required licenses, registrations(such as Private Security Agencies Regulation Act 2005) etc. as per law valid at least for 12 months from the date of the opening of tender.
 - (B) Financial Criteria
The average annual turnover during the last three years ending 31st March 2018 of the tenderer should be at least Rs.10.30 Lakhs

(C) Technical Criteria

The firm shall have successfully completed similar works during the last seven years ending last day of the month previous to the one in which tenders are invited should be either of the following:

- a) One similar completed work costing not less than Rs. 27.46 lakhs

(OR)

- b) Two similar completed works costing not less than Rs. 20.60 lakhs

(OR)

- c) Three similar completed works costing not less than Rs. 13.73 lakhs

Similar works means the “work of providing security services”.

The security firm shall be registered with Goa State as a Security Agency under Private Security Regulation Act (PASARA -2005). Their name shall be appearing in the list of Govt. of Goa as a Registered Agency.

Note : The Tenderer shall upload following specific document for fulfilling the eligibility criteria along with documentary proof for

- a) Financial Criteria- Profit & Loss account, Income tax Returns/ Audited statement of Accounts duly authenticated by Chartered Accountant.
b) Technical criteria- Copy of work orders and performance/completion certificate for the works carried out on similar works stating clearly the year of execution of work and the quantum of work.

- 2. E-tender consisting of the Tender Notice, Additional Instructions to Tenderers, Special Conditions of Contract, Schedule of Quantities and Rates and Form of Tender may be uploaded with e-payment or Demand draft/uploaded of Rs.2,000/- towards the tender cost which sum will not be refunded. All tenders shall pay tender cost, it may be noted that MPT does not grant any exemption for MSME and NSIC registration holders towards the tender cost.**

(Vol-I) included in tender contains instructions to tenderers, General and Special Conditions of Contract, General Specifications forms an integral part of the tender documents.

3.1 E-Tender along with required documents to be uploaded online.

**3.2 In case of any queries the tenderer may contact following phone nos.
Shri Luis Gonsalves AEN – 08322594613
Shri. S. R. S. Singbal XEN - 08322594606**

3. The proposed work mainly comprises of :

- a) Providing security guard (unarmed) for 3 shifts.

4. The Earnest Money Deposit (E.M.D.) payable in respect of the tender is 50,000/- (Rupees Fifty Thousand only), and E.M.D should be paid on e-payment basis or uploading of Demand Draft.
- a) E.M.D. of the Tenderers excepting first three lowest tenders will be refunded to Contractors within one month of opening of price bid. Contractors are requested to contact the Asst. Executive Engineer (Accts), Chief Engineer's Office. Main Administrative Office, Mormugao Port Trust for claiming such refund along with copy of original receipt issued by this office.
- b) Contractors may submit the following information in order to refund the EMD'S/Bank Guarantee/ Security Deposit/ Retention Money, payments of bills etc.
- Name of Bank.
Place.
Account No.
Type of Account
PAN.
EPF No.
ESIC No
GST Registration
WCT registration

No fresh correspondence in this regard will be made.

- c) EMD of the other tenders i.e. any two among the first three lowest Tenders will be refunded to them only after acceptance of work order by successful tenderer. E.M.D. of successful contractor will be retained towards Security Deposit.
5. Security Deposit: Amount to the extent of 5% of the value of contract to be paid in the form of a Bank Guarantee or Demand Draft at the time of acceptance of the tender, as Security Deposit.
- a) Retention money at 10% of work done to be deducted from the running account bills at 10% of each running bill restricted to 5% of value of contract are recovered. However, the contractor will have the option to convert the Retention Money so deducted from the bills into acceptable Bank Guarantee (s) at any stage(s) of the work.
- b) The entire amount of 10% of the value of the contract may be paid in Demand Draft /Pay Order or in the form of Bank Guarantee at the time of acceptance of tender.

Note:

- i) The Bank Guarantee towards Security Deposit will be valid till the completion of the contract period plus 6 months.
- ii) The Retention Money deducted from running bills along with EMD will be released only after successful completion of contract period.

6. Conditional tenders are liable for rejection

7. Tenders submitted will remain open for acceptance for a period of 180 days from the date of opening of tenders.
8. Completion period for the subject work is Twenty four (24) months from the date of receipt of pre-acceptance letter/work order or release of site whichever is later.
9. Counter conditions stipulated in completion period by Contractor will not be considered. Tenders with counter condition are likely to be rejected summarily without assigning any reason thereof.
10. Time is the essence of the contract and work has to be completed on given time.
12. The tenderers are strongly advised to inspect the site of work and acquaint themselves with site conditions, nature and quantum of work involved etc. before tendering. Such an inspection can be arranged in consultation with the Assistant Estate Manager, Tel. No. 0832 2594610, 0832 2594613 or 0832 2594606.
13. The Tenderers must not quote counter conditions involving extra expenditure. The Tenderers should refrain from sending revised or amended offers after the closing date of the tender. The Chief Engineer reserves the right to reject such offers without assigning any reasons thereof.
14. The signed copy of E-tender **“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”** to be uploaded online as per instructions for online bid submission.
15. The Chief Engineer and Board of Trustees reserve the right to reject any or all the tenders received without assigning any reasons thereof.
16. Unsigned uploaded online tenders will not be considered.
17. Sales Tax, Income Tax etc. as applicable from time to time shall be deducted from the amount payable to the Contractor at source. Under no circumstances taxes so deducted shall be reimbursed to the contractor.
18. Further details can be had from the office of the undersigned at the New Administrative Office Building of MPT at Headland, Sada.
19. 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.

CHIEF ENGINEER

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इंजिनियरी (सिविल) विभाग/ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO.CE/02/2019

**“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at
Berth no. 10 for period of two years”**
ELECTRONIC PAYMENT SYSTEM MANDATE FORM

The details for processing the payment through RTGS as below:-

Name of the Beneficiary	MORMUGAO PORT TRUST GENERAL ACCOUNT
Address of Beneficiary with PIN Code	Administrative Office Building, Headland Sada, GOA - 403804
PAN Number	AAALMO293P/ 30AAALM0293P1ZY
Name & Mobile Number of responsible person	RAGHUNATH MORAJKAR 9423059702/ 0832-2594417
Name of the Bank and Branch	STATE BANK OF INDIA, Harbour Branch
Bank Telephone No.	0832-2520212
Address of the Bank	STATE BANK OF INDIA MORMUGAO HARBOUR, GOA – 403803
MICR Code of the Bank	403002024
IFSC Code No.	SBIN0002164
Type of Account and Branch Code	Current Account / Branch Code:- 002164
Account number of the Bank	10438017048
	MPT GENERAL ACCOUNT
Beneficiary E-mail ID	cashmpt@mptgoa.com

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इंजिनियरी (सिविल) विभाग/ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO.CE/02/2019

“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

FORM OF TENDER

The Chief Engineer,
Mormugao Port Trust.
Headland Sada, Goa

I/We _____ do hereby offer to execute the work comprised in the annexed Tender Notice “Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years” in strict accordance with the instructions to Tenderers, additional special instruction, General conditions of Contract, Scope & Specifications, additional general conditions of contract etc. and Addendum to Specifications, Special Conditions of Contract etc. at the percentage rate entered in the attached Schedule of Quantities and Rates.

2. I/We undertake the work included in the Schedule of Quantities and Rates with the Contract period of 24 months from the date of receipt of work order. I/We also agree that this tender will remain open for acceptance until disposed off by the Trustees of Port of Mormugao. I/We have independently considered the question of the amount of loss or damage likely to result to the Trustees from the delay on my/our part in the performance of the contract and I/We agree that the Penalty mentioned in GCC of the contract is a fair estimate of the loss likely to result from the default.

3. I/We made e-payment/Demand Draft/Cash of sum of Rs.50,000/- (Rupees Fifty thousand only) earnest money as proof of my/our willingness to enter into the contract if my/our tender is accepted.

4. In the event of my/our tender being accepted, I/We agree to enter into a contract in the prescribed form with such alterations or additions thereto which may be necessary to give effect to the acceptance of this tender and such contract shall contain and give full effect to the Specifications, Schedule of Quantities and Rates attached to this tender

5. I/We also, agree if awarded the contract that the earnest money lodged with this tender will be retained by the Trustees towards part of the Security Deposit and to submit Bank Guarantee for 5% contract value towards security deposit.

6. I/We further agree, if awarded the contract, to lodge the Retention Money equivalent to 5% of the contract price of my/our tender by way of deductions from my/our bills at the rate of 10% of the gross value of work certified in each bill till the amount of 5% of the contract price is accumulated.

7. I/we agree to abide by this tender to be valid for the period of 180 days from the date fixed for receiving/opening the same and it shall remain binding upon me / us and may be accepted any time before the expiration of that period.

8. I/we hereby certify that my / our registration certificate under the 'GST on the transfer of property in goods involved in the execution of Works Contract Act.1985 is in force on the date on which the sale of goods specified in this bill/cash Memorandum is made by me/us and tax under the act will be, if payable, be paid before furnishing my/our returns under the act.

9. I/We hereby agree for deduction of 5% of gross value of work certified in each bill from the amount payable to me/us towards Works Contract Tax (WCST) and GST/Education Cess or any other taxes applicable.

10. I/We have inspected the site and I am/We are fully aware of the work to be carried out while tendering for the contract.

11. *(A) Mine is a proprietary firm and I am the sole proprietor of the firm. My firm is/is not registered with Registrar of firms.

Name: _____

Age: _____ years

*(B) Ours is a partnership firm and the names of all major partners are given below:

	<u>Age</u>	<u>Name</u>
1. _____	_____ years	
2. _____	_____ Years	
3. _____	_____ Years	
4. _____	_____ Years	

We understand and confirm that if our offer is accepted, the contract will be entered into with the above-mentioned partners only and the Trustees will not recognize or deal with any minor partners or their guardians.

*(C) Ours is a Company with liability and a copy of our Memorandum and Articles of Association will be sent for perusal upon acceptance of our offer.

Proposed contract is intended to be signed by a duly constituted Attorney and original power of Attorney in his favour will be submitted for perusal immediately on acceptance of the tender.

The contract will be completed under the Company's Common Seal.

13. The Bank's Guarantee referred to in Para No.5 above will be from
** _____

14. I/We am/are registered for the purpose of Goa Sales Tax Act and my/our registration Certificate No. is _____

15. The name and address of our Banker is ** _____

16. I/we understand that the Board is not bound to accept the lowest or any tender you may receive and may reject the same (the lowest) or any other tender without assigning any reason therefore.

17. "I have read and understood the General Conditions and Specification of the work which are printed in Volume -I supplied to me by the Department which will form a part of tender and this shall remain binding on me ".

18. I /we have enclosed herewith the following documents as required under instructions to Tenderers:-

- a) Organization Chart/List of staff to be deployed on the job
- b) Document to substantiate the fact that the security firm is registered with Goa State as a security agency. Their name shall be appearing in the list of Goa Govt. as a Registered Agency.

NAME AND ADDRESS OF TENDERER:-

SIGNATURE OF TENDERER

Witness: - _____

Date: _____ Day of _____ 2019

Witness: - _____

Witness: - _____

N.B.: * Strike out whichever is not applicable.

**** Here the Name of the Bank should be stated.**

Form of tender to be downloaded and to be signed, stamped on each page, scan the documents and upload online along with the E-Tender.

मुरगांव पत्तन न्यास/MORMUGAO PORT TRUST
इंजिनियरी (सिविल) विभाग/ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO.CE/02/2019

“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

APPENDIX - I

The following Clauses shall be read in conjunction with respective clauses of General Conditions of Contract.

S.N.	Particulars	Details
1.	Amount of Security Deposit and time	EMD plus Ten percent of the Contract price
2.	Period for commencement from the Chief Engineer's orders to commence.	Within seven days
3.	Time of Completion	24 (Twenty four) Months.
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 the contract.
5.	Period of maintenance.	Nil
6.	Percentage of retention from each running account bill	10% of Running account bill restricted to 5% of contract value.
7.	Limit of Retention Money	5% value of the contract value.
8.	Total Security Deposit and Retention Money.	10% value of the contract value.
9.	Minimum amount of interim Certificate.	Rs.1.43 Lakhs
10.	Time within which payment to be made after contractor's submission of the bill.	100% within 20 days of submission of bill in quadruplicate with Engineers certification.
11.	Mobilisation advance	Not applicable to this contract.
12.	Interest rate on Mobilization advance	Not applicable to this contract.
S.N.	Particulars	Details
13.	Mode of recovery of Mobilization advance	Not applicable to this contract
14.	Variation in price of labour and materials	Not applicable to this contract
15.	Arbitration	Not applicable to this contract
16.	Minimum amount of third party insurance	5% of the tender amount

Dated this _____ day of _____ 2019
Signature _____ in the capacity of _____
_____ duly authorized to sign tender for and
on behalf of _____.

(IN BLOCK LETTERS)

Tenderer Name, Signature and Address: _____

Witness: _____

Occupation: _____

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO. CE/02 /2019

Name of Work“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

TECHNICAL BID PARTICULARS

(In separate sealed Cover-I super scribed as Technical Bid)

1. Name & Address of the Tender Organization /Agency with phone number, e-mail and name and telephone/mobile number of contact person.	
2. Experience in the work of providing Security Services. Particulars of experience (Attach certificates, testimonials). This shall cover the details of works of similar nature, approximate magnitude and duration carried out and/ or on hand for a minimum of last 7 years along with a certificate from the agency where the job was carried out.	As per Performa at appendix - III

3a). Set-up of your Organization, clearly indicating details of managerial, supervisory and other staff, also indicate the number of muster roll staff available for performing this service: b) Is the establishment registered with the Government of Goa, Please give details with Document/evidence. Attach copies. c) Do you have labour license. Provide details and attach a copy. d) Undertaking of the Agency confirming the availability of the adequate manpower of requisite qualification and experience for deployment in MPT and attach copy. e) Attach copy of license/registration as per Private Security Agencies Regulation Act ,2005	As per Performa at appendix - II
4. Are you covered by the labour Legislations, such as, ESI, EPF, and Gratuity Act, etc. Provide details and attach copy	
5. EPF No.: ESI Code: Gratuity Act Regn.No. / HSN/SAC No.	

6. Are you governed by minimum wages rules of the Govt. of India, Goa If Yes, give details and attach copies..	
7. Attach copy of last three years Income Tax Returns.	
8. Attach balance sheet of the company, duly certified by Chartered Accountant for last 3 years.	
9. PAN No.(attach copy)	
10.GST No.(attach copy)	
11. Trade Licence No.(attach copy)	
12. Acceptance of terms & conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and upload as part of tender document.	
13. Upload Power of Attorney/Authorization for signing the bid documents. Attach copies.	
14. Upload an undertaking that no case is pending with the police against the Proprietor/Firm/Partner or the Company (Agency). Indicate any convictions in the past against the Company/Firm/Partner. Attach copies.	
15. Upload details of UTR No. / DD/ of Rs. 50,000/- towards bid security (EMD) and a DD for Rs.2,000/- in case of tender documents. Attach details.	
16. Do you have a local office in proximity of Vasco-da-Gama/Panaji/Margao	
17. Financial annual average turnover for last 3 years ending 31 st March 2018 which should not be less than 10.30 lakhs. Attach details.	
18. Solvency Certificate bank details. Attach details.	

Declaration by the Tenderer:

This is to certify that I/we before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

- Encls: 1. Upload UTR No./DD No. _____
2. Terms & Conditions (each page must be signed and sealed)
3. Technical Bid.
4. Vol.-I of tender.
5. Financial bid.

(Signature of Tenderer with seal)

Name:

Seal:

Address:

Phone No. (O):

Date:



An ISO 9001 : 2008 Port
ISPS CODE Compliant

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO. CE/02 /2019
TERMS & CONDITIONS OF CONTRACT
(Annexure to Agreement)

Name of Work“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

A. Scope of Work

1. The Agency shall provide Security service at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 1 in the Port by deploying adequately trained and well-disciplined security personnel who shall safeguard, moveable and immovable assets, equipment and other items at the above address from any thefts, pilferage or damage and also ensure safety of the employees, visitors, guests or any other persons working in its complex as per stands operating procedure enclosed herewith.
2. The security personnel shall be deployed round the clock in 3 shifts at the designated locations of Port Trust to safeguard the premises/ personnel. The exact locations where the security services are required shall be intimated in the work order. The Port has the right to change the locations for posting in the security based on exigencies. However sufficient notice will be given to the Agency.
3. The Agency shall be responsible for opening/closing of all the gates of buildings wherever applicable and rooms as necessitated/directed by competent authority at the Port Trust on working and closed days.
4. The Agency shall ensure that water taps/lights/ACs are not left open/on after close of working hours on normal working days as well as on off days, as the case may be.
5. The Agency shall maintain records of inwards and outwards movement of men (MPT Employees and also regulation of guests and visitors), materials and vehicles, etc. with proper check on the same as per instructions given from time to time by competent authority of the Port Trust. The records will be checked by the Estate Inspector on weekly basis.
6. The Security personnel deployed shall take regular rounds of the premises to maintain vigil and remain alert.
7. The Security personnel shall have knowledge of Fire Safety Operations and preliminary precautions in fire safety. They should be able to operate various fire control equipment installed at the Port Trust.

8. The Agency shall keep the Executive Engineer (Estate), and CISF, MPT informed of all the matters of security and co-operate in the investigation of any incident relating to security.
9. The Agency shall ensure that the security personnel are provided with a mobile facility and all their numbers should be intimated to the Estate Inspector for exercising control.
10. The standard operating procedure shall be followed as given in tender
11. The bidder should have an office in proximity of Vasco-Da-Gama/ Panaji / Margao/ Ponda.
12. There should be no case pending with the police against the Proprietor/Firm/Partner or the Company (Agency).
13. The bidder should have the following Registrations and details of the same by provided in the Technical Bid.
 - a) Registration of Govt. Of Goa as a Security providing agency under the Goa Private Security Agencies(Regulations) Rule 2008.
 - b) PF Registration
 - c) ESI Registration
 - d) GST Registration
 - e) Registration with Regional Labour Commissioner, Govt. of India.
8. There should be no case pending with police against any of the guards in the category of armed, unarmed and supervisory deputed for the work in the Port premises.

B. Information and Conditions relating to Submission of Bids.

1. The period of contract shall be for 24 months of the Agency in the MPT.
2. The interested agencies are required to submit the technical and financial bid separately in the format enclosed. Tenders received after due date and time due to any reason whatsoever shall be rejected.
3. All the pages of the tender should be signed by the owner of the firm or his Authorized signatory as a token of acceptance of terms and conditions therein. In case the tenders are signed by the Authorized signatory, a copy of the power of attorney/authorization may be enclosed along with tender.
4. A copy of the terms and conditions shall be signed on each page and submitted with the technical bid as token of acceptance of terms and conditions.
5. The bidder shall pay Bid Security (EMD) of Rs.50,000/- (Rupees Fifty thousand only) along with the technical bid by e-payment basis or Demand Draft/ uploaded in favour of "FA&CAO, MPT drawn on any Nationalized Bank/Scheduled Bank and Payable at Mormugao/ Vasco-Da-Gama. Bids received without Earnest Money deposit (EMD) shall stand rejected and thus shall not be considered for evaluation etc at any stage.
6. The bid security (EMD) without interest shall be returned to the unsuccessful bidders after finalization of the contract.

7. As a guarantee towards due performance and compliance of the contract work, the successful bidder (agency) will deposit an amount equal to 5 % of Contract value towards Security Deposit by way of Demand Draft/Bank Guarantee in favour of FA&CAO, MPT, drawn on any Nationalized Bank/Scheduled Bank and payable at Mormugao/Vasco-Da-Gama
8. The EMD deposited by successful agency will be adjusted towards Security deposit as demanded above. If the successful bidder fails to furnish the difference amount between Security Deposit and EMD within 07(seven) days after the issue of Letter of Award of /work, his bid security (EMD) shall be forfeited unless time extension has been granted by Chief Engineer, MPT.
9. The EMD shall be forfeited if successful bidder fails to undertake the work or fails to comply with any of the terms and conditions of the contract.
10. The bid shall be valid and open for acceptance of the Competent Authority of Port Trust for a period of 180 days from the date of opening of the tenders and no request for any variation in quoted rates and / withdrawal of tender on any ground by successful bidder shall be entertained.
11. To assist in the analysis, evaluation and computation of the bids, the Authority may ask bidders individually for clarification of their bids. The request for clarification and the response shall be in writing but no change in the price or substance of the bid offered shall be permitted.
12. After evaluation, the work shall be awarded normally to the Agency fulfilling all the conditions and who has quoted the lowest rate after complying with the provisions of Minimum Wages Act, Bonus Act, etc... In the event that two or more Bidders quote the bid amount, Port Trust shall invite fresh Price Proposals from only those bidders who have quoted the same bid amount. However, while submitting fresh proposals, the bidders are not permitted to increase the bid amount from the figure quoted by them in the original bid upto the provisions of the Minimum Wages Act.
13. The quoted rates shall not be less than the minimum wages prescribed by Govt. of India, Govt. Goa and shall include all statutory obligations. The rate quoted should be consolidated and inclusive of Income Tax, Employer EPF contributions, ESI contribution etc., bonus, insurance, leave salary, uniform etc.
14. The MPT shall reimburse the Agency to the extent of the amount of variation arising out of the upward revisions in minimum wages as per Minimum Wages Act, 1948 by Govt. of India (Central Govt.).
15. The MPT reserves the right to accept or reject any or all bids without assigning any reasons, MPT also reserves the right to reject any bid which in its opinion is non-responsive or violating any of the conditions/specifications without any liability to any loss whatsoever it may cause to the bidder in the process.

9. Terms and Conditions

1. Private Security to be provided in thirteen locations in different areas of the Port.
2. The timing of the security services and provision for the required manpower per location shall be as under:

Shift Time	Time	Security Guard
First Shift	0600-1430	1 no.
Second Shift	1400-2230	1 no.
Third Shift	2200-0630	1 no.

- Notes: (1) Estimated number of guards is subject to reasonable change at the discretion of the competent authority at the MPT.
- (2) However, the above number and arrangement of deployment of the Security personnel is without prejudice to the right of MPT to deploy the security personnel in any other number or manner considered to be more suitable in the interest of the MPT.
3. The agency shall ensure that the security personnel deputed are healthy and not more than 50 years of age. The agency will get their antecedents, character and conduct verified from state Police Authorities.
 4. The full particulars of the personnel to be deployed by the agency including their names and addresses/contact number shall be furnished to the Asst. Estate Manager (I)/Asst. Engineer (estate) along with testimonials before they are actually deployed for the job.
 5. The agency shall not deploy or shall discontinue deploying the persons(s), if so desired by the Port Trust at any time without assigning any reason whatsoever.
 6. The agency shall deploy security guards trained in all facets of security work, including firefighting. The Agency shall provide necessary undertaking and documentary evidence in this regard.
 7. The visitors shall be regulated as per MPT procedure and records thereof maintained as stipulated. Further, the visitors shall be attended with due courtesy.
 8. A senior level representative of the Agency shall visit MPT premises at least thrice a week and review the service performance of its personnel. During the weekly visit, Agency's representative will also meet the Executive Engineer (Estate), MPT dealing with service under the contract for mutual feedback regarding the work performed by his personnel and removal of deficiencies, if any, observed in their working.
 9. The Agency shall ensure that any replacement of the personnel, as required by MPT for any reason specified or otherwise, shall be effected promptly without any additional cost to the MPT. If the agency wishes to replace any of the personnel, the same shall be done with prior concurrence of the MPT at Agency's own cost.

10. The Agency shall provide reasonably good uniform with name badges to its personnel deployed at MPT at its own cost and ensure that they are used by the personnel deployed and are maintained in good condition. The incidentals such as belt, shoes, socks, caps, torch with cells, cane stick, arms with bullets etc shall be borne/supplied by the Agency at its cost.
11. The agency shall ensure that the personnel deployed by it are disciplined and do not participate in any activity prejudicial to interest of the institute /Govt. of India/ any State or any Union Territory and aware of Emergency action plan of Port and the persons to be contacted in the eventuality.
12. The day-to day functioning of the services shall be carried out in consultation with and under direction of the Suptdg. Engineer(Engineer),/ Executive Engineer (Estate)/ MPT. Proposals for efficient functioning of the security systems shall be discussed considered and implemented from time to time by the agency with approval of MPT.
13. The agency shall be solely responsible for compliance to the provisions of various labour and industrial laws, such as, wages, allowances, compensations, EPF, Bonus, Gratuity, ESI etc. relating to personnel deployed by it at MPT or for any accident caused to them and the MPT shall not be liable to bear any expenses in this regard. The Agency shall also be responsible for the insurance of its personnel. The security agency shall specifically ensure compliance of various Laws/Acts, including but not limited to with the following and their re-enactments/amendments/modifications.
 - I. The payment of Wages Act 1936
 - II. The Employees Provident Fund Act, 1952
 - III. The Factory Act, 1948
 - IV. The Contract Labour (Regulation) Act, 1970
 - V. The Payment of Bonus Act, 1965
 - VI. The Payment of Gratuity Act, 1972
 - VII. The Employees State Insurance Act, 1948
 - VIII. The Employment of Children Act, 1938
 - IX. The Motor Vehicle Act, 1988
 - X. Minimum Wages Act, 1948
13. In case of any theft or pilferages, loss or other offences, the agency will investigate and submit a report to MPT and maintain liaison with the police. FIR will be lodged by the Executive Engineer (Estate), MPT wherever necessary. If need be, joint enquiry comprising of both the parties shall be conducted and responsibility fixed.
14. In case of any loss that might be caused to the Port Trust due to lapse on the part of the security personnel discharging security responsibilities will be borne by the Agency and in this connection, the Port Trust shall have the right to deduct appropriate amount from the bill of contracting agency to make good such loss to the Port trust besides imposition of penalty. In case of repetitive lapses on the part of the security personnel deployed by the agency/firm, the Port Trust shall be within its right to terminate the contract forthwith or take any other action without assigning any reason whatsoever. In case where security services are provided at locations/premises, the successful tenderer shall carry out a joint inspection of the premises along with the port official and prepare an inventory list of the premises to be guarded.
15. In the event of any security personnel being on leave/absent, the agency shall ensure suitable alternative arrangement to make up for such absence

and for this shall keep inform the Port with details of substitute. To meet such eventualities the agency shall make provision for leave reserve.

16. As and when the Port Trust requires additional security strength on temporary or emergent basis, the agency will provide such security personnel under the same terms and conditions. For the same, a notice of two days will be given by the Port Trust.
17. If the security personnel deployed by the agency any time are found absent from duty or sleeping or found engaged in irregular activities, the Port Trust shall deduct the requisite amount at the pro-rata rates from the bill of the agency besides imposition of wage penalty for non-observance of the terms of contract.
18. The agency shall arrange to maintain at the security desk/booth, the daily shift-wise attendance record of the security personnel deployed by it showing their arrival and departure time. The Agency shall submit to the Executive Engineer (Estate), Port Trust, an attested photocopy of the attendance record and enclose the same with the monthly bill.
19. The Port Trust shall pay the agreed amount on production of monthly bill. No other charges of any kind shall be payable.
20. There would be no increase in rates payable to the Agency during the Contract period except reimbursement difference due to statutory wages revised by the Government.
21. The income-tax as applicable shall be deducted from the bill unless exempted by the Income-tax Department.
22. The Security personnel deployed by the agency shall have at least the minimum elementary knowledge of reading and writing so as to be able to make entries in the registers kept at the security desk/booth whenever required and also to write their names in the attendance register and mark their arrival and departure by signing in the register.
23. In case of non-compliance/non-performance of the services according to the terms of the contract, the Executive Engineer (Estate), MPT shall be at liberty to make suitable deductions from the bill without prejudice to its right under other provisions of the contract.
24. The agency shall be solely liable for all payment/dues of the Workers employed and deployed by it regularly. The agency shall fully indemnify the Port Trust against all the payments, claims, and liabilities whatsoever incidental or directly arising out of or for compliance with or enforcement of the provisions of any of the labour or other laws to the extent they are applicable to establishment/work in the MPT premises/facility.
25. The decision of MPT in regard to interpretation of the Terms & Conditions and the Agreement shall be final and binding on the Agency/firm.
26. In case of any dispute between the Agency and MPT, MPT shall have the right to decide. However, all matters of jurisdiction shall be at the local courts located at Vasco-Da-Gama, Goa

27. Any violation of instructions/contract conditions or suppression of facts will attract cancellation/ termination of contract without any reference and the contract will be carried out by deployment of other agency at the risk cost and consequences of the agency. The work is liable to be terminated in the following cases if
- Repeated failure in deployment of security guards at any or all the locations.
 - Nonpayment of salary of the guards pending for more than a month
 - Non submission of security deposits, performance guarantee as stipulated in the stipulated in the purchase order or extended period granted by Chief Engineer if any.
 - Non Execution of agreement within 60days of receipt of purchase order.
 - The reasons for the above failure if any shall have to be brought to the notice of Chief Engineer by the contractor within 15 days , otherwise the contract is liable of termination at the risk, cost and consequences of the contractor.
28. An agreement as regards the terms & conditions of contract shall be signed with the successful bidder.
29. Any additional deployment of the security personnel arises by the Port, the same shall be deployed by the agency within 7 days on same terms and conditions mentioned in the tender documents.
30. The Agency shall submit monthly bills with supporting documents for payment of ESIC/EPF dues of the security guards and wage register along with attendance sheet duly signed by Chief Engineer representative nominated for this work. Bills shall be paid after scrutiny within 20 days of submission date.
31. The salary of the security guards shall be paid before 7th day of the subsequent month.
32. **Security guards require passes issued by Traffic Department of MPT to enter inside gate no.9 for reporting on duty at Launch Jetty at berth No.10.**
33. **Printed booklet which consists 88 pages is Vol. I , General Condition of contract has to be signed in each and every page and uploaded on web site along with the tender or tenderer can submit certificate on his letter head stamped and signed, that they has read all the clauses of the Vol- I from page 1-50 and has agreed to all the terms and conditions specified therein.**

Note: These terms and conditions are part of the Contract/ Agreement as indicated in the Agreement between the Port and the Security Agency and any non-compliance shall be deemed as breach of the Contract/Agreement.

**Signature of authorised
(Signatory of the agency with seal)
For Agency
Name:
Seal:
Address:
Phone No. (O):
Date :**

Executive Engineer (Estate)
MPT/Headland Sada.

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e-TENDER No. CE/ 02/2019

APPENDIX- II

“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

QUALIFICATION AND EXPERIENCE OF LEADING EMPLOYEES OF THE FIRM
(USE CONTINUATION SHEET IF REQUIRED)

SR. NO.	NAME OF PERSON	AGE	PROFESSIONAL EXPERIENCE DETAILS	POSITION HELD IN THE FIRM	SINCE WHEN
		QUALIFICATION			
1	2	3	4	5	6

NAME, SIGNATURE
& SEAL OF TENDERER :

DATE :

ENGINEERING (CIVIL) DEPARTMENT

e-TENDER No. CE/02/2019

APPENDIX- III

“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

EXECUTION OF SIMILAR WORK CARRIED OUT AS PRINCIPAL CONTRACTOR DURING EACH OF LAST SEVEN YEARS.

(Rs. in lakhs)

Sr. No.	Tender No.	Name of work	Period		Name of Employer with complete address & Telephone Nos. to whom services provided	Contract Amount Rs.	Reason for Termination if applicable
			From	To			
1.	2.	3.	4.	5.	6.	7.	8.

NAME, SIGNATURE
& SEAL OF TENDERER :

DATE :

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e-TENDER No. CE/02/2019

APPENDIX- IV

“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

VENDOR REGISTRATION FORM

1. Name of the Organization : _____
2. Address (In Detail) : _____

3. Telephone Number : _____
4. E-Mail Id : _____
5. Permanent Account Number (PAN) : _____
6. Bank Name : _____
7. Bank Branch Address (In Detail) : _____

8. Bank Branch Code : _____
9. Bank Account Number : _____
10. Bank Account Type : _____
11. Magnetic Ink Character Recognizer (MICR) : _____
12. Tax Identification Number (TIN) : _____
13. Service Tax Registration Number : _____
14. Service Tax Registration Code : _____
15. CST Registration Number : _____
16. Employee Provident Fund (EPF) Registration Number : _____
17. EmployeeState Insurance Scheme (ESIS) Registration Number : _____

18. IFSC Code

:

19. GST IN Registration Number

:

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e-TENDER No. CE/02/2019

APPENDIX- V

“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

DECLARATION FORM

Sr. No.	Description	Yes / No.
1.	Agree to all terms and conditions of Tender and declare that no changes are made to the Port's original Tender Document	
2.	Have you ever been Black listed by any Government / PSU	

Firm's Sign and Seal

Place:

Date:

MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT

e -TENDER No. CE/02/2019

FORM OF AGREEMENT

THIS AGREEMENT made this _____ day of _____ two thousand Eighteen BETWEEN the Board of Trustees of the Port of Mormugao, a body corporate under the Major Port Trusts Act. 1963 (herein under referred to as “the Board” which expression shall unless repugnant to the context or meaning thereof mean and include their successors and assigns) of the ONE PART of M/s.

_____, having their registered office at _____ (hereinafter referred to as “the contractor”, which expression shall unless repugnant to the context or meaning thereof, mean and include their heirs, executors, administrators, representatives and assignees or successors in office) of the OTHER PART.

WHEREAS the Board is desirous of executing the work of “ _____ ” on the terms and conditions stipulated in the contractor’s tender dated _____ and read with the conditions contained in the tender documents attached to the above mentioned tender.

AND WHEREAS the contractor by their above mentioned tender has offered to execute, complete and maintain such work, which tender has been accepted by the Board and such tender with correspondence, specifications, schedule. Amendments and acceptance thereof will constitute abiding contract between the Board and the contractor.

AND WHEREAS the contractor has furnished to the Board, a Bank Guarantee No. _____ dated _____ for a sum of Rs. _____ (Rupees _____ only) as Initial Security for the due performance and observance by the contractor of the terms and conditions of this Agreement.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract herein after

referred to.

2. The following documents shall be deemed to form and be read and construed as part of this agreement.

(A) **COVER No. - I**

1. Instructions for Online Bid Submission.
2. Notice inviting Online Tender.
3. Tender Notice.
4. Electronic Payment System Mandate Form.
5. Form of Tender.
6. Appendix – I.
7. Technical bid particulars.
8. Terms and Conditions of Contract.
9. Appendix – II Qualification and Experience of leading employees of the firm.
10. Appendix – III – Proforma of execution of similar works.
11. Appendix – IV – Vendor Registration Form.
12. Appendix – V – Vendor Declaration Form.
13. Form of Agreement.
14. Proforma for Pre-contract Integrity Pact.
15. Scope of work.
16. Proforma for Bank Guarantee.
17. Proforma for GST Details. Appendix VI.
18. Booklet containing Instructions to tenderers, General and special conditions of contract. (VOLUME –I)

(B) **COVER No. II**

- iv. Directions to Tenderers for filling in the Schedule of quantities & rates
- v. Schedule of quantities and rates.
- vi. Financial break up of wages for unarmed Security Guards in three shifts in Form P1.

THE COMMON SEAL OF THE TRUSTEES OF

THE PORT OF MORMUGAO HAS HEREUNTO
AFFIXED AND THE CHAIRMAN THEREOF CHIEF
ENGINEER HAS HEREUNTO SET HIS HAND IN THE
PRESENC
E OF 1.

2.

SIGNED AND SEALED BY THE
CONTRACTOR IN THE PRESENCE OF

1.

2.

मुरगांव पत्तन न्यास/MORMUGAO PORT TRUST
इंजिनियरी (सिविल) विभाग/ENGINEERING (CIVIL) DEPARTMENT

e-TENDER NO.CE/02/2019

“Providing Security Services at MPT at MRH-I Bungalow at Headland and at launch Jetty at Berth no. 10 for period of two years”

SCOPE OF WORK

Security personnel have to be deployed in thirteen different locations in the Port which includes the following:-

- 1) Unarmed security Guards @ Chairman bungalow in three shifts of 8hrs each.
- 2) Unarmed security Guards @ Launch Jetty in three shifts of 8hrs each.

CHIEF ENGINEER

Form of Performance guarantee / Bank guarantee bond.

In consideration of the Board of Trustees of Mormugao Port Trust (hereinafter called "The Board") having offered to accept the terms and conditions of the proposed agreement between Board and(hereinafter called "the said contractor(s)" for the work.....(hereinafter called "the said agreement") having agreed to production of an irrevocable Bank Guarantee for Rs.....(Rupees.....only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We.....(hereinafter referred to as the "Bank") hereby undertake to (indicate the name of the Bank)
Pay to the Board an amount not exceeding Rs.....(Rupees.....only)
on demand by the Board.
2. Wedo hereby undertake to pay the amounts due and payable(indicate the name of the Bank)under this Guarantee without any demur, merely on a demand from the Board stating the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor(s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs.....(Rupees.....only).
3. We, the said Bank, further undertake to pay to the Board any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under, and the Contractor(s) shall have no claim against us for making such payment.
4. We..... further agree that the Guarantee herein contained shall(indicate the name of the Bank) remain in full force and effect during the period that would be taken for the performance of the said agreement, and it shall continue to be enforceable till all the dues of the Board under or by virtue of the said agreement have been fully paid, and its claims satisfied or discharged, or till the Engineer-in-charge on behalf of the Board, it certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s), and accordingly discharges this guarantee.
5. We..... further agree with the Board that the Board (indicate the name of the Bank) shall have the fullest liberty without our consent, and without effecting in any manner our obligations hereunder, to vary any of the terms and

conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers excisable by the Board against the said contractor(s), and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall be relieved from our liability by reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act of omission on the part of the Board or any indulgence by the Board to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision have effect of so relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
7. We..... lastly undertake not to revoke this Guarantee except with (indicate the name of the Bank) the previous consent of the Board in writing.
8. This Guarantee shall be valid up tounless extended on demand by the Board. Notwithstanding anything mentioned above, our liability against this Guarantee is restricted to Rs.....(Rupees.....), and unless a claim in writing is lodged with us within six months of the date of expiry or extended date of expiry of this Guarantee all our liabilities under this Guarantee shall stand discharged.
Dated the.....day of.....for
..... (indicate the name of the Bank)

PROFORMA FOR GST DETAILS

APPENDIX -VI

Sr No	Particular	Mormugao Port Trust	Data Required
1	Customer Name as per GST Registration Certificate	Mormugao Port Trust	
2	Full Postal Address	Administrative Building, Headland Sada.	
3	City	Goa	
4	Pin code	403 804	
5	PAN	AAALM0293P	
6	Type of Person	Local Authority	Company/Firm/Individual/Trust/LLP/AOP
7	Resident/Non Resident as per Income Tax Act	Resident	
8	ARN No.	AA30617001663N	
9	GST No.	30AAALM0293P1ZY	
10	PPOB (Principal Place of Business) or APOB (Additional Place of Business)	PPOB	
11	Reason for Non Registration (Turnover Limit / Non Taxable Supply / Other Reason)	NA (Registered Under GST)	
12	Type of Customer (Manufacturer/Trader/Importer/Depot/Service Provider/Works Contractor/Principal/Consumer)	Service Provider	
13	Whether Falling under SEZ unit or Developer? (Yes or No)	No.	
14	Whether B2B or B2c (B= Business & C= Customer)	B2B	
15	Whether Opted for Composition Lavy Scheme? (Yes or No)	No.	
16	Whether falling under casual taxable person as per Section 2(20) of CGST Act,2017 (yes or No)	No.	
17	Whether falling under Non Resident taxable person as per section 2(77) of CGST Act,2017 ? (Yes or No)	No.	
18	Central Excise Registration No.	--	
19	Service Tax Registration No.	AAALM0293PST001	
20	VAT - TIN	30181201096	
21	CST - TIN	V/CST/1683	
22	IEC	1706000073	
23	Contact Details :		
	Name	Shri.Anant Chodnekar	

	Designation	Sr. Dy.CAO	
	Phone No.	0832-2521132	

BOQ FOR VIEW ONLY

	E-mail	facao@mptgoa.com anant.chodnekar@mptgoa.com	
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I, Mr./Mrs. _____(Proprietor/Partner/Director) of M/s _____do certify that the information given above is complete and correct.

Place
Date

Signature
(Name: _____)

