



आईएसओ 9001-2015 पलान
AN ISO 9001-2015 PORT

MORMUGAO PORT AUTHORITY
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT



MORMUGAO PORT AUTHORITY
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT

TENDER No. MM/NS/GAD/256

TENDER FOR

Supply Installation & Commissioning of Heavy Duty Copier Machine
along with Compatible Stabilizer.

TENDER ON WEB SITE

<https://mptgoa.gov.in/>

Due at **15.30 hrs.** on

Correspondence Address: 2nd Floor, A.O. Building, Headland-Sada, Mormugao, Goa – 403 804

Material Supply Address: Baina, Opp. Baina Beach, Vasco-da-Gama, Goa - 403 802

Phone: 0832-2594514, 2594218

Web Site: <https://mptgoa.gov.in/> E-Mail mm@mptgoa.gov.in



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NOTICE INVITING TENDER (NIT)

Details about tender:

Tender inviting	MATERIALS MANAGER, MORMUGAO PORT AUTHORITY	
Tender No.	MM/NS/GAD/256 due on 29/03/2022	
Name of Work	Supply Installation & Commissioning of Heavy Duty Copier Machine along with compatible Stabilizer as per Technical Specification at Annex -A	
Estimated Cost (INR)	Rs. 5.00 Lakhs (exclusive of GST)	
Bidding Type	Open Tender (Two Cover System)	
Tender Currency Settings	Indian Rupee (INR)	
Tender Cost	Rs. 500.00	Mode of Payment : e-Payment
EMD	Rs. 10,000.00	
Payment of Tender Cost & EMD	<p>The Tender Cost & EMD shall be paid in e-payment mode only. For exemption of Tender Cost & EMD, the Certificate from MSME/NSIC shall be submitted in electronic format (by scanning) while submitting the bid. Only MSE (Micro/ Small Enterprises) shall be considered for exemption of Tender fee & EMD.</p> <p>Mode of Payment towards Tender Cost & EMD to be paid online through e-Payment mode before due date via :</p> <ol style="list-style-type: none">National Electronic Fund Transfer (NEFT) / Real-Time Gross Settlement (RTGS). Tenderer requires download pre-printed Challan towards credit of ITG available on e-tender website and make its payment through any of their Bank.Internet Payment Gateway (Debit/ Credit Card of type VISA, MASTERCARD or RuPay.Net Banking: Payment can be made through the Internet Banking of Any Bank. <p>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 Tender website as a token of payment.</p>	
Security Deposit	<p>Within 14 days of acceptance of the tender, the successful tenderer will have to effect a Security Deposit amount equal to 3% of the basic value, exclusive of GST, by Demand Draft or Insurance Security Bond or by Bank Guarantee from a Scheduled Bank. The Demand Draft should be drawn in favour of the Financial Advisor and Chief Accounts Officer, Mormugao Port Authority, Goa payable at Mormugao Harbour, Goa. In case the Security Deposit is furnished by way of Bank Guarantee, the same should be valid for a minimum period of 1 year and a claim period of further 3 months, till the Guarantee Period of the material supplied. Please note that we do not accept Bank Guarantee issued by ICICI Bank.</p> <p>The Security Deposit of the supplier will be forfeited, if the supplier fails to fulfil observance of any of all the material specifications or clauses of the tender.</p>	
Validity Period of the Tender	120 days from the date of opening.	

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Qualifying Criteria	<p>PRE-QUALIFICATION CRITERIA / BIDDING CONDITIONS</p> <ol style="list-style-type: none">The Average Annual Financial Turnover during the last Three (3) years ending 31st March, 2020 should be at least Rs. 1, 50,000.00. Auditors report in original, for the years (2017-18, 2018-19 & 2019-20) including relevant P/L a/c and balance sheet to be submitted. Relaxation of the Average Annual Financial Turnover to SSI/MSME to be not less than Rs. 75,000.00, subject to meeting of quality and technical specifications.The Bidder should have successfully supplied “Copier Machines ” to any reputed firm during the last five years, ending last day of month previous to the one in which applications are invited (i.e. prior to 28.02.2022). The order value should not be less than Rs. 2, 000,00.00.The Bidder is required to submit a copy of order for successful supply of “Copier Machines” (as in ii), and the respective completion certificate indicating the contact details of their clients, duly authenticated by the person authorized to sign the tender on behalf of the bidder. The bidder should submit copy of the GST invoice raised on the party, against the order submitted, as documentary evidence of successful supply of material.The bidder should furnish an undertaking that the relevant supply order is not cancelled, and has received the GST invoice amount. <p>Note: All documentary evidence as requested above at (i), (ii), (iii) & (iv) should be furnished, along with the offer.</p>
Last Date & Time for Receipt of Bids	@ 15.00 hrs.
Bid Opening Date	Techno-commercial Bid (Cover-I) will be opened on at 15.30 hrs. Date of opening of price bid shall be notified after scrutiny and evaluation of Techno-commercial Bid.
Documents required to be submitted in Cover-I	<ol style="list-style-type: none">Copy of documents viz. Supply Order (see above).Entire Tender document, each page and form duly signed and filled in.Three years of Annual Financial Turnover documents (see above).Purchase order copy, relevant completion certificate from client, GST invoice copy for the PO & Undertaking (see above).
Address for communication:	Materials Manager, A.O. Bldg., 2nd floor, Mormugao Port Authority, Headland Sada, Mormugao, Goa - 403804
Contact Details	For Tender matter related queries: Phone: 0832-2594218/2594532; Email : mm@mptgoa.gov.in

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MM/NS/GAD /256

To,

**MORMUGAO PORT AUTHORITY
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT**



02.03.2022

Dear Sir,

Last date and time of submission of tender: on before 15.00 hrs.

Date and time for opening of Cover-I: on 29/03/2022 at 15.30 hrs.

Sub: Supply Installation & Commissioning of Heavy Duty Copier Machine along with Compatible Stabilizer as per Technical Specification at Annex -A

Ref: Tender No. MM/NS/GAD/256 due on 29/03/2022 at 15.30 hrs.

TENDER FEE: Rs. 500.00 (Rupees Five Hundred Only).

You are requested to furnish your offer in the **two cover system** against our Tender.

"Techno Commercial Offer" or Cover-I shall contain complete & detailed technical specifications and commercial terms and conditions such as packing & forwarding, freight, insurance, discount, taxes, price variation clause and any other conditions but excluding the price and should be submitted along with the Tender Fee. Commercial and technical deviations, if any, should be clearly spelt out. The Cover-II or "Price offer" should contain **only the prices** without any conditions.

Cover marked - I "Techno Commercial Offer" shall be opened on **29/03/2022 at 15.30 hrs.** The "Price Offer" or Cover-II will be opened only of those firm's that qualify for the Techno-Commercial (Cover-I) conditions.

Tenders shall be accompanied by Tender Fee of **Rs. 500.00** (Rupees Five Hundred Only) & EMD of **Rs. 10,000.00** (Rupees Ten Thousand only). **The fees shall be paid in e-payment mode only by RTGS/NEFT in our Bank before submission of bids. Our Bank details are attached to this tender.** For exemption of the fee (for Micro and Small Enterprises, i.e. MSEs only), the certificate from SSI/MSME/NSIC or any empowered Central/State Govt. authority shall be submitted in electronic format (by scanning) while submitting the bid. For others, incomplete tenders without these fees will not be accepted. Tenders should be kept valid for a minimum period of 120 days from the date of opening and shall conform to the general terms and conditions of contract attached.

The administration reserves the right to reject any or all tenders or accept any tender wholly or in part without assigning any reason whatsoever.

Yours faithfully,

MATERIALS MANAGER

NOTE: The above format should be submitted with your offer duly signed and stamped along with Cover-I failing which your offer will be considered as incomplete and liable for rejection. Further, ensure that every page is signed and stamped.

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INSTRUCTIONS TO TENDERERS

1. **Only reputed tenderers having experience in supplying of Copier Machines are eligible to apply for this Tender.** Tenders without proof of supply of the subject material will not be considered for further evaluation.
2. The bidder shall submit only one bid for this tender. In case the bidder submits more than one Bid for this tender, all his bids will be summarily rejected.
3. **Bidders may send their offers by Courier Service or by Post** and ensure that the same is received by this office within the due date i.e. 29/03/2022 and time i.e. **15.00 hrs.**
4. Bidders may also submit their offers in sealed envelope and drop the same in the Tender Box kept at the MPT Administrative Office Building, 2nd Floor, MM Division, by 15.00 hrs. on the due date. The offers to be put in Tender Box earmarked for the subject tender, indicating the relevant subject, tender number and due date. The offers will be opened on the due date i.e. 29/03/2022 at **15.30 hrs. The offers, if dropped in the tender box not earmarked for the same i.e a different tender box, the offer will not be considered.**
5. Offers received after the due date and time will not be considered.
6. The bidders, if desire, may witness the bids opening at our premises on the due date 29/03/2022 at 15.30 hrs.
7. Furnish your full Bank details in the formats attached along with your offer.
8. Offers should not contain any sort of conditional discounts based on quantity or value of order. Offers containing such conditional discounts will be rejected. The prices should be valid for part quantities.
9. Full GST will be applicable. Any statutory changes in taxes can be considered only if these changes occur within the contractual delivery period.
10. The Tender Conditions, Conditions of Contract and the Tender Form attached should be signed and submitted along with "Techno Commercial Offer" – in Cover I in acceptance of all the terms and conditions mentioned therein. In case this is not done, the tender is liable to be rejected.
11. The offer submitted should satisfy all technical specifications in the attached Annexure-A, else the offer is liable to be rejected.
12. If the offers are found to deviate from our commercial terms & conditions and technical specifications they are liable to be rejected.
13. All documentary evidence and information requested should be furnished along with your offer without fail.
14. **Please note that the Port extends concessions as per the Govt. of India circulars to Micro, & Small Enterprises (MSE) registered with DIC/KVIC/KVIB/Coir Board/NSIC/Directorate of Handicrafts and Handlooms, or any other body specified by MSME for authentication such as Udyog Aadhaar Memorandum/Acknowledgment, provided proper proof is furnished. Relaxation for Schedule Castes & Schedule Tribes, upon furnishing of Certificates will be given based on the Ministry of MSME, Govt. of India for Procurement and Works Contracts, under procurement policy order 2017 (along with the related amendments).**
15. The Administration reserves the right to reject any tender in part or in whole without assigning any reason for doing so.

MATERIALS MANAGER

NOTE: The above format should be submitted with your offer duly signed and stamped along with Cover-I failing which your offer will be considered as incomplete and liable for rejection. Further, ensure that every page is signed and stamped.

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TERMS AND CONDITIONS

1. **PRICES:** Prices quoted should be on F.O.R. destination basis inclusive of transit insurance indicating clearly the quantum of taxes and other charges whatsoever applicable. The prices should be firm. However, in case of any statutory revision in taxes within the delivery period of supply order, the same will be considered provided you furnish documentary evidence such as copy of Govt. notification.
2. **TAXES:** Full GST as applicable at the time of delivery during the contractual period.
3. **DELIVERY:** The machine is to be delivered within 2 weeks on 'Door delivery' basis to our Main Administrative Office Building, Head Land Sada, Goa, duly insured at your cost. The machine is to be installed and commissioned in the G.A.D Department at New A.O. Bldg., Mormugao Port Head Land, Sada. Confirm acceptance.
4. **LEAFLET/BROCHURE:** A leaflet/brochure should accompany the offer, without which your offer may not be considered. The HSN Code and the Brand should be indicated clearly in your offer.
5. **WARRANTY:** Indicate the warranty period in your offer and the number of free services, during the warranty period without which offers will not be considered. In case of any fault during the warranty period, you will have to make arrangements to collect, repair and return the fixtures. Confirm acceptance.
6. **Valid Authorization dealership certificate:** You will have to furnish valid authorized dealership certificate along with your offer.
7. On site free training will have to be provided to our operators.
8. **The successful tenderer will have to arrange for demonstration of the offered copier machine to our users department in our/their premises. Formal purchase order will be released on satisfactory report of our users department failing which L-1 offer will not be considered for placement of order**
9. Complete detailed Technical Specifications of the Machine is to be provided along with your offers.
10. **PART QUANTITIES:** Offers should not contain any sort of conditional discounts based on quantity or value of order.
11. **PACKING:** The materials shall be duly packed to withstand the hazards of transportation.
12. **INSPECTION:** The material will be inspected by our Quality Control Officer on receipt. Any damage to the items during transportation shall be to Supplier's account. If the supplied items are rejected due to any defects or quality deficiencies, the supplier has to make his own arrangements at his cost to lift the rejected materials and to replace the same immediately. **MATERIAL TEST, GUARANTEE AND APPROVAL CERTIFICATES, IF ANY, TO BE FURNISHED ALONG WITH THE SUPPLY OF MATERIAL.**
13. **PAYMENT:** ; Kindly note that we are an autonomous body under the Ministry of Ports, Shipping & Waterways, and as such our payment shall be 100% payment within 30 days of supply, installation & successful commissioning by ECS/EFT/RTGS. Suppliers Invoice should indicate the suppliers and MPT's GST numbers, and the HSN number.
14. **VALIDITY:** The rates offered shall be valid for a period of 120 days from the date of opening.

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15. **SECURITY DEPOSIT:** Within 14 days of acceptance of the tender, the successful tenderer will have to effect a Security Deposit amount equal to 3% of the basic value, exclusive of GST, by Demand Draft or Insurance Security Bond or by Bank Guarantee from a Scheduled Bank. The Demand Draft should be drawn in favour of the Financial Advisor and Chief Accounts Officer, Mormugao Port Trust, Goa payable at Mormugao Harbour, Goa. In case the Security Deposit is furnished by way of Bank Guarantee, the same should be valid for a minimum period of 1 year and a claim period of further 3 months, till the Guarantee Period of the material supplied. Please note that we do not accept Bank Guarantee issued by ICICI Bank. The Security Deposit of the supplier will be forfeited, if the supplier fails to fulfil observance of any of all the material specifications or clauses of the purchase order.
16. **LIQUIDATED DAMAGES:** Supply schedule as per order should be strictly adhered to. In the event of delay in supplies, Liquidated Damages at 0.5% of the total basic value of the undelivered quantity will be levied per week or part thereof of delay. The total Liquidated Damages shall however not exceed 10% of the total basic value of the order. The total value here means the total value of the order exclusive of taxes. **The date of receipt of material at our Administrative Office, Headland Sada will be considered as date of delivery for the purpose of Liquidated Damages.**
17. **FORCE MAJEURE & EXTENSION IN DELIVERY PERIOD:** In case of failure to deliver the goods in time which shall have arisen due to war, insurrection, restraint imposed by the Government Act or Legislation or other Authority, accident, strike, riot, lock-out or unforeseen events beyond human control directly or indirectly interfering with the supplies of stores or from any cause which the purchaser may admit as reasonable ground for an extension of time, the purchaser will allow such additional time he considers reasonable provided that the contractor shall report to the purchaser the occurrence of any cause as aforesaid which will or might affect the performance of the contract within a reasonable time. **Requests for extension received after expiry of the delivery schedule will not be entertained.**
18. **The full details as regards GST Registration Number, Permanent Account Number (PAN) (Income Tax) Bank A/C No. and type of A/C, Name, Address, MICR Code and IFSC Code of Bank, etc. should be furnished as per our format attached.**
19. **JURISDICTION:** In case of any dispute the jurisdiction will be GOA only.
20. **CONCILIATION:**
 - a. Disputes, if any, between MPT and the Contractor before, during or after the arbitration proceedings may be referred to a conciliation committee for resolving
 - a. the dispute as defined in the Arbitration and Conciliation (Amendment) Act 2015
 - b. (3 of 2016).
 - b. The conciliation proceedings shall commence only when the other party accepts in writing to conciliate within 30 days from the date on which the invitation is sent or within such period of time as specified in the invitation. If the other party rejects the invitation, there will be no conciliation proceedings and the dispute shall be resolved as per Arbitration Act specified in the tender document.
 - c. Appointment of conciliators
 - i. The Port will constitute a conciliation committee of 2 persons for resolving the disputes.
 - ii. One of the member shall be from the legal side.
 - iii. The other member will be Technical expert who will be appointed from time to time as and when required, having experience in the relevant field from the panel of the list prepared by IPA, New Delhi or alternatively a retired Sr. Officer preferably head of the department of relevant field from the Port sector or from any State Govt. service.
 - d. The conciliation proceedings shall take place in Goa preferably at Administration Building MPT and the cost towards conciliation shall be equally shared by both parties.

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21. **MAKE IN INDIA:** As per the 'Make in India' policy of the Govt. of India, all the tenderers are to furnish a self-declaration indicating clearly the 'Local Content'. 'Local Content' means – the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item (excluding the net domestic indirect taxes) minus the value of the imported content in the item (including all custom duties) as a proportion of the total value, in percentage. Offers will not be considered without the required self-declaration clearly indicating the percentage *local content*.
22. **COUNTRIES SHARING LAND BORDER WITH INDIA:-** As per the Public Procurement No. 1 Oder No. F6/18/2019-PPD dtd. 23.07.2020 of the Public Procurement Division in the Department of Expenditure, of the Ministry of Finance, any bidder from a country which shares a land border with India is eligible to bid in this E-Tender, provided the bidder is registered with the Competent Authority as specified in Annexure-I of the Order.

MATERIALS MANAGER

We hereby certify that we agree to all the above tender terms and conditions.

Signature and Seal of Tenderer

NOTE: This above format should be submitted along with Cover-I of your offer duly signed and stamped, failing which your offer will be considered as incomplete and liable for rejection.

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CONDITIONS OF CONTRACT

1. **DEFINITIONS:-**PURCHASER means* MATERIALS MANAGER* on behalf of the Chairman of the Board of Mormugao Port Authority.

INSPECTION OFFICER means the person, firm or department nominated by the purchaser to inspect stores on his behalf.

*CONTRACTOR * means the person, firm or company whose tender is accepted.
2. **CONTRACT:-** This contract is for the supply of stores of the description at the rate in the quotations as and at the time and place detailed in the Schedule Order.
3. **DELIVERY:-** The contractor shall arrange deliveries of stores as detailed in supply order the time and place and the manner specified therein.
4. **INSPECTION NOTICE:-** When inspection during manufacture or before delivery is required, notice in writing shall be sent by the Contractor to the Inspection Officer, when stores are ready for inspection and no stores shall be delivered until the inspection officer has certified that the stores have been approved by him.
5. **REMOVAL OF REJECTION:-** When any stores delivered to the consignee are rejected at the consignee's depot on account of default on the part of the Contractor, they shall be removed by the Contractor within 14 days from the date of intimation of rejection to the Contractor. In case in which a contract is placed for delivery F.O.R. station of dispatch, the rejected stores may be taken back by the supplier either at the consignee depot or at the station from which they were sent. In either of these cases, the Contractor elects to take back the stores at the station of dispatch, the goods shall be booked on account and risk of the Contractor.
6. **PAYMENT:-** Unless otherwise agreed between the purchaser and the contractor, the payment of materials will be made as detailed in the order.
7. The Administration reserves the right to accept/reject in part or in whole the tender without assigning any reason whatsoever.

CONTRACTORS SIGNATURE

MATERIALS MANAGER

NOTE: The above format should be submitted along with your offer duly signed and stamped in Cover-I failing which your offer will be considered as incomplete and liable for rejection. Further, ensure that every page is signed and stamped.

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TENDER FORM

To,
The Materials Manager
Mormugao Port Authority,
2nd floor, AO Bldg.,
Headland, Sada, Mormugao,
Goa-403 804.

I/we _____ do hereby tender to supply and deliver to the Materials Manager _____ of the description and quantity at the prices and in the manner detailed in the conditions of contract..

I/We agree if my /our tender if accepted in whole or in part to execute within 14 days of communication to me /us of such acceptance and agreement for the supply of such quantity as the Materials Manager may accept. I/we agree that our stamps, court fees and legal costs for the execution of the Agreement shall be borne by me/us.

I/We further agree, that if my/our tender is accepted to effect within 14 days of such acceptance a deposit with the Financial Advisor and Chief Account Officer, Mormugao Port Trust, Headland Sada, Mormugao, Goa (in cash, by Demand Draft or in the form of Bank Guarantee from any scheduled Bank) equal to 3% of the Materials for which the tender has been accepted.

I/We further agree if I/We shall decline to execute an agreement within 14 days of intimation to that effect, my/our tender may not be accepted and my/our tender deposit may be forfeited to the administration

Signature of the Contractor

Name: _____

Address: _____

Witness: 1. _____

2. _____

REMARKS: Kindly submit this form duly signed, stamped and submitted in Cover-I, else your offer is liable to be rejected.

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ANNEXURE-A

TECHNICAL SPECIFICATIONS

Sr. No.	Description
1.	Copy Speed: Minimum 50 ppm
2.	Toner yield: 40,000 images and above
3.	Ram: 3GB
4.	Hard Disk capacity: 250 GB
5.	Drum Unit
6.	Paper Loading Capacity: Atleast Two 500-sheet Cassettes capacity each.
7.	Page numbering facility
8.	Two sided feeder scanning facility.
9.	Paper collate and rotate facility.

Note: Any deviation from the above listed specifications should be clearly spelt out in the tender.

MATERIALS MANAGER

Signature of Tenderer with company seal

NB: Kindly enclose this annexure duly signed and stamped in Cover-I in acceptance of the terms & conditions given therein.

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ANNEXURE-B

TENDER NO. MM/NS/GAD/256 DUE ON 29/03/2022

PRE-QUALIFICATION CRITERIA / BIDDING CONDITIONS

- i. The Average Annual Financial Turnover during the last Three (3) years ending 31st March, 2020 should be at least Rs. 1,50,000.00. Auditors report in original, for the years (2017-18, 2018-19 & 2019-20) including relevant P/L a/c and balance sheet to be submitted. The Average Annual Financial Turnover of SSI/MSME to be not less than Rs. 75,000.00, subject to meeting of quality and technical specifications.
- ii. The Bidder should have successfully supplied “Copier Machines” to any reputed firm during the last five years, ending last day of month previous to the one in which applications are invited (i.e. prior to 28.02.2022). The order value should not be less than Rs. 200,000.00
- iii. The Bidder is required to submit a copy of order for successful supply of “Copier machines” (as in ii), and the respective completion certificate indicating the contact details of their clients, duly authenticated by the person authorized to sign the tender on behalf of the bidder. The bidder should submit copy of the GST invoice raised on the party, against the order submitted, as documentary evidence of successful supply of material.
- iv. The bidder should furnish an undertaking that the relevant supply order is not cancelled, and has received the GST invoice amount as per Annex D

Note: All documentary evidence as requested above at (i), (ii), (iii) & (iv) should be furnished, along with the offer.

MATERIALS MANAGER

Name, company seal & signature of the tenderer

NOTE: Kindly submit the above format duly signed over your office seal along with your offer, else your offer will not be considered.

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AN ISO 9001-2015 PORT

MORMUGAO PORT AUTHORITY
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT



ANNEXURE-C

(TO BE SUBMITTED ALONG WITH TECHNICAL BID)

(To be in the Company letter head)

DECLARATION & UNDERTAKING BY MICRO & SMALL SCALE ENTERPRISES

Sl. No.	Particulars	Details
1	Is your organization Proprietary/ Partnership/ Private Limited Companies/Public Limited Company/Others
2	Does your organization belongs to Micro/Small/Medium scale Industry/ other? (Please tick mark the appropriate)	Micro Small Scale Medium Others
3	Whether Manufacturer for the tendered items (Supply)/ Service Provider for the tendered services as per MSE certification. (Please tick mark the appropriate)	Manufacturer for supply items Service Provider for services Trader/Reseller/Authorized agent/distributor Non MSE Bidder
4	In case you belong to Micro/Small/Medium Scale Enterprises whether you are registered under SC/ST Category. (Please tick mark the appropriate).	Yes/No If Yes SC/ST
5	In case you belong to Micro/Small/Medium Scale Enterprises whether special provision for MSEs owned by Women claimed.	Yes/No

A) CATEGORISATION OF MSE/SC-ST/WOMEN VENDORS

1. In case of Micro/Small/Medium scale Enterprises, kindly attach Registration Certificate issued by DIC/KVIC/KVIB/Coir Board/NSIC/Directorate of Handicrafts and Handlooms, or any other body specified by MSME for authentication such as Udyog Aadhaar Memorandum/Acknowledgment.
2. SC/ST and Women entrepreneurs registered under MSEs need to submit valid documentary evidence.

B) DECLARATION IN CASE OF MSE BIDDERS

In terms of Tender Conditions applicable for Micro & Small Enterprises (MSEs), we hereby declare as under;

- a) We are a Micro/Small Enterprise, as on bid closing date of this tender.
- b) We are a Manufacturer of the quoted supply item(s)/service provider for quoted services and valid MSE certificate submitted by us is authentic & valid as on bid closing date of this tender.

We declare the above details are true. In case any of the details are found to be false/untrue, our offer will be liable for rejection/cancellation of order/subjected to appropriate actions as per tender Terms & Conditions.

Authorized Signatory
(With Company Seal & Signature)

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AN ISO 9001-2015 PORT

MORMUGAO PORT AUTHORITY
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ENGINEERING (MECHANICAL) DEPARTMENT



ANNEXURE-D

TENDER NO. MM/NS/GAD/256 due on 29/03/2022

(To be submitted along with Technical Bid)

UNDER TAKING

I _____ (Name), aged _____ years, s/o _____
_____ (Name), Proprietor/ Managing Partner/ Managing Director of
_____ (Name of the Agency) do hereby state as follows:

1. The supply order submitted against the pre-qualification criteria was not cancelled.
2. The G.S.T. invoice amount relevant to the supply order have been received by us.

Signature

Name (_____)

Place:- _____

Date:- _____

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आईएसओ 9001-2015 पलन
AN ISO 9001-2015 PORT

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ANNEXURE-E

PRICE SCHEDULE – COVER II

OFFER NO. _____ DATE: _____

TENDER NO. MM/NS/GAD/256 DUE ON 29/03/2022

Sr. No.	Description	Qty. & Unit	Basic Rate (exclusive of GST) FOR Destination (Rs. per Unit)	GST/ Unit (Rs.)	Total Amount (Rs. per full quantity) all inclusive, FOR Destination	HSN Code
1	Supply, installation & commissioning of Heavy Duty Copier machine as per technical specifications at Annex-A along with Compatible Stabilizer.	1 Nos.				

1. The tenderers are requested to fill up the above details and furnish the same in the format provided for Cover-II
2. Offers not given in above format are liable to be rejected.
3. The Basic Rate should include all the other incidentals like Packing & Forwarding, Freight, Insurance and any other charges wherever applicable, except GST.

Date: _____

Name, Signature & Seal of the Tenderer

NOTE: Kindly fill this Price Schedule (Annexure-II) format and submit in Cover-II else your offer is liable to be rejected.

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DETAILS FOR SUBMISSION BY VENDORS ALONG WITH TENDER.

A. VENDOR DETAILS OF VENDOR

1.	Name of the Organisation	
2.	Address (in detail)	
3.	Telephone no.	
4.	E-mail ID	
5.	PAN No.	
6.	Tax Identification No. (TIN)	
7.	Service Tax Registration No.	
8.	Service Tax Registration Code	
9.	CST Registration No.	
10.	Employee Provident Fund (PPF)	
11.	Employee State Insurance Scheme (ESIC) Registration No.	

B. BANK DETAILS OF VENDORS.

1.	Bank Name	
2.	Bank Branch Address (in detail)	
3.	Bank Branch Code	
4.	Bank Account No.	
5.	Bank Account Type	
6.	Magnetic Ink Character Recognizer (MICR)	
7.	IFSC Code.	

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AN ISO 9001-2015 PORT

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ELECTRONIC PAYMENT SYSTEM MANDATE FORM

Sub:- Electronic Payment System Mandate Form.

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

Name of the Beneficiary	MORMUGAO PORT AUTHORITY
Address of Beneficiary with PIN Code.	Administrative Office Building, Headland Sada, GOA - 403804
PAN Number	AAALMO293P
Name & Mobile Number of responsible person	MILIND DESSAI / 9823082682 milind.dessai@mptgoa.gov.in
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
Beneficiary E-mail ID	cashmpt@mptgoa.gov.in
(MILIND DESSAI) SR. ACCOUNTS OFFICER	

Correspondence Address: 2nd Floor, A.O. Building, Headland-Sada, Mormugao, Goa - 403 804

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ENGINEERING (MECHANICAL) DEPARTMENT



MPT GST Details & Party's GST Details Form

Sr No	Particular	Mormugao Port Authority	Data Required from the Party
1	Customer Name as per GST Registration Certificate	Mormugao Port Authority	
2	Full Postal Address	Administrative Building, Headland Sada.	
3	State	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	FA & CAO	
	Phone No.	0832-2521130	
	E-mail	facao@mptgoa.gov.in anant.chodnekar@mptgoa.gov.in	

I, Mr./Mrs. _____ (Proprietor/Partner/Director) of M/s _____ do certify that the information given above is complete and correct.

Place: _____

Signature

Date: _____

(Name: _____)

Correspondence Address: 2nd Floor, A.O. Building, Headland-Sada, Mormugao, Goa – 403 804

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