MORMUGAO PORT TRUST
MECHANICAL ENGINEERING DEPARTMENT

CME/XEN (PW)/

QUOTATION FOR CLEANING OF FANS AND TUBELIGHTS INSTALLED AT VARIOUS LOCATIONS IN PORT AREA

1. GENERAL CONDITIONS

2. TECHNICAL SPECIFICATIONS: SCHEDULE ‘A’

3. PRICE SCHEDULE: SCHEDULE ‘B’

Executive Engineer(PW),
2nd Floor, Mechanical Engineering Department,
Administrative Office Building,
Mormugao Port Trust,
Sada, Vasco-da- Gama
Goa - 403804
Phone : (0832) 2594208
Fax : (0832) 2521175
Email : xenpw.mgpt@gmail.com

Due date: 30/05/2016 by 3.00 p.m
1. Quotations are to be sent in a sealed cover from experienced and reputed firms duly super
scribed as “Quotation for cleaning of Fans and Tubelights installed at various locations
in port area” addressed to the Chief Mechanical Engineer Office, 2nd floor, Mechanical
Engineering Department, Administrative office Bldg., Sada, Vasco so as to reach before
3 pm on 30.05.2016.

2. Quotations will be opened at the Office of the Chief Mechanical Engineer, Engineering
Mechanical Department, 2nd floor, Mechanical Engineering Department, Administrative office
Bldg., Sada, Vasco on same day at 3.30pm.

3. The price quoted shall be firm and should hold good for till the expiry of the contract.

4. Period of the Contract: The period of contract shall be one year.

5. Terms of payment: Payment will be made quarterly upon submission of undisputed invoice.
The bill shall contain the details of EPF No., ESI No., and Service tax registration, PAN,
Name of Bank, Place of Branch, Account Number, and Type of Account. Contractor should
enclose copies of the EPF & ESI payment challans, Copy of the wage register and copy of
the attendance register of the latest month along with the bill.

6. Security Deposit: The Contractor shall deposit an amount equal to 5% of the PO value as
Security deposit in the form of DD of a Scheduled Bank within 7 days from the date of receipt
of Purchase order.

7. The Contractor shall take reasonable and proper precautions at all times during the
execution of the work. The Contractor shall be wholly responsible for all damages to any
property of MPT, or to the persons, during the progress of the work. In case any damage
occurs to the existing structure due to the Contractor’s operation, the same shall be made
good by the Contractor at his own risk and cost.

8. EPF & ESI: The Bidder shall comply with the provisions of EPF & ESI Acts failing which the
offer will not be considered. The Bidder shall compulsorily be enrolled with PF
Commissioner/ESI authorities. He shall comply with the following:-

   a) The contractor shall ensure strict compliance of the labour laws including those under
      the Employees State Insurance Act, 1948 and the employee provident fund &

   b) The Contractor shall ensure that the statutory contribution towards Employee State
      Insurance Act, 1948 and the employee provident fund & miscellaneous Provision Act,
      1952 in respect of the employees engaged by him are deposited with the authority
      concerned and a proof having deposited the contribution will be produced before the
      Port Authorities by 10th of the succeeding month of the month in which the payment
      was due

   c) In the event any Contractor raises a dispute that he is not covered under the provision of
      Employees state Insurance Act provident Fund & Miscellaneous Provision Act 1952
      such contractor shall obtain certificate from the competent authority under these acts
      and produce the same before the Port Authorities.
d) The amount recovered if any, such as statutory dues in respect of the Employees Provident fund and Miscellaneous Provision Act 1952 and the Employees state Insurance Act 1948 shall be released only after producing documentary evidence / no dues certificate from the authorities under these Acts
1.0 GENERAL:

Mormugao Port trust intends to outsource the contract for Cleaning of Fans and Tubelights installed at its Administrative office Bldg, Hospital Bldg., MM Division & Baina Workshop.

2.0 SCOPE OF WORK INCLUDES:

1) Cleaning of Fans and Tubelights thoroughly using appropriate liquid/Solution to the satisfaction of representative of the Engineer Incharge.

2) Frequency of cleaning: a) The Fans shall be cleaned quarterly, b) The Tubelights shall be cleaned half yearly.

3) After cleaning, the Contractor shall ensure that the surface below the Fan/Tubelight is cleaned thoroughly to the satisfaction of representative of the Engineer Incharge.

3.0 OTHER TERMS AND CONDITIONS:

1) The Quantities indicated are the estimated quantities. However, the payment shall be done for the actual quantities of the Fans & Tubelights cleaned.

2) All the material required for cleaning of Fans and Tubelights, like Tools and tackles, cloth, paper etc. shall be arranged by the Contractor.
### PRICE SCHEDULE FOR CLEANING OF FANS AND TUBELIGHTS
**INSTALLED AT VARIOUS LOCATIONS IN PORT AREA**

**SCHEDULE 'B'**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description</th>
<th>Unit</th>
<th>Qty</th>
<th>Unit rate (Rs.)</th>
<th>Amount (Rs.)</th>
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<td></td>
<td></td>
<td>In figure</td>
<td>In words</td>
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<td>1</td>
<td>Charges towards cleaning of Fans installed at Administrative office Bldg.,</td>
<td>Nos.</td>
<td>1224</td>
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<td>Hospital Bldg., MM Division &amp; Baina Workshop.</td>
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<td>2</td>
<td>Charges towards cleaning of Tubelights installed at Administrative office</td>
<td>Nos.</td>
<td>2530</td>
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<tr>
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<td>Bldg., Hospital Bldg., MM Division &amp; Baina Workshop.</td>
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**Total cost towards cleaning of Fans four times in a year**

**Total cost towards cleaning of Tubelights two times in a year**

**TOTAL**

(Rupees______________________________ only)