MORMUGAO PORT TRUST
ENGINEERING (CIVIL) DEPARTMENT.

QUOTATION NOTICE

QUOTATION NO. CE/Q-49 /2017
Sealed PERCENTAGE rate quotations are invited from contractors registered with Engineering (Civil) Department of Mormugao Port Trust for undertaking the work of “Modification to the aluminium window balcony on third floor & miscellaneous works in the Server room of Signal station at Headland.”

Cost of quotation : ---
Earnest Money Deposit : Rs.2150/-
Estimated cost of work : Rs.1,06,750/-
Time limit of completion : 30 days.

The quotation form can be obtained from the office of the Chief Engineer, Mormugao Port Trust, Headland Sada, during office hours from 20.10.2017 to 27.10.2017, free of cost. Volume I comprising of Instruction to Tenderers, General and Special Conditions, General Specifications etc. of Mormugao Port Trust will be considered as part of Quotation Form. The interested firms may alternatively download the quotation from the Mormugao Port Trust web site http://www.mptgoa.com

G.S.T. registration for the bidder is mandatory. Bidder has to enclose attested copy of the G.S.T. Registration along with the tender. Service Tax has to be claimed extra as applicable while submitting the bill/bills. Tenderer should comply with all regulations of EPF, ESI, ALC, etc. No bill will be forwarded if the above regulations are not followed.

Quotation shall be accompanied by Earnest Money Deposit of Rs.2150/- either deposited with FA&CAO Mormugao Port Trust in Cash or enclosed Demand draft. Quotation without Earnest Money Deposit in the stipulated form will not be considered.

Quotation duly completed should reach the office of the Chief Engineer, Mormugao Port Trust, Headland Sada by 15.00 hours on 27/10/2017 and they will be opened at 15.30 hours on the same day in the presence of such quoters as may wish to be present.

The Port Trust reserves the right to reject any or all the quotations without assigning any reasons thereof.

CHIEF ENGINEER

Headland Sada.
Date :-
**Name of work:** “Modification to the aluminium window balcony on third floor & miscellaneous works in the Server room of Signal station at Headland.”

<table>
<thead>
<tr>
<th>Particulars</th>
<th>Clause of G.C.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Amount of security and time.</td>
<td>11(1) EMD to be converted as SD and to be released after defect liability period</td>
</tr>
<tr>
<td>2. Period for commencement from the chief engineer’s order to commence.</td>
<td>38 7 days</td>
</tr>
<tr>
<td>3. Time of completion</td>
<td>40 30 days</td>
</tr>
<tr>
<td>4. Amount of liquidated damages</td>
<td>43 Calculated at 0.5% value of the contract per week of seven days or part thereof subject to a ceiling of 5% value of contract</td>
</tr>
<tr>
<td>5. Free maintenance period.</td>
<td>45(1) 12 months</td>
</tr>
<tr>
<td>6. Percentage of retention money from each running account bill/final bill.</td>
<td>54(1) 10%</td>
</tr>
<tr>
<td>7. Limit of Retention money</td>
<td>54(1) 10% value of the contract</td>
</tr>
<tr>
<td>8. Total security deposit and Retention Money.</td>
<td>11(1) EMD plus 10% value of the contract</td>
</tr>
<tr>
<td>9. Minimum amount of Interim certificate.</td>
<td>54(1) First and final</td>
</tr>
</tbody>
</table>

SIGNATURE OF THE QUOTER
Name of Work: “Modification to the aluminium window balcony on third floor & miscellaneous works in the Server room of Signal station at Headland.”

ADDITIONAL SPECIAL INSTRUCTIONS

1. The work shall be carried without disturbing the operation of Port or other agencies working in the area.

2. All materials bought for use shall be stored properly in a store room, to be built by contractor at his cost. Register of account of materials be maintained at site.

3. The Plant/machinery/craft and workman shall be insured during the work and receipts of payment made towards premiums shall be submitted to the Chief Engineer.

4. The Plant/machinery required during the maintenance period shall be arranged by the contractor during the maintenance period at his own cost.

5. The Quoter shall also assess and include the cost of materials, labour, tools and plant and machinery/equipment for the maintenance works that may be required to be carried out by him during the free maintenance period.

6. Quoters are advised to go through the Schedule of Quantities and Rates and sequence of work before submission of the quotation. They are also advised to inspect the site, ascertain for themselves the nature and the extent of work involved and also obtain all clarifications they may require before filling in the quotation.

7. Quoters are required to sign with date the Schedule of quantities and Rates and the form of Quotation and fill in all the particulars and details called for therein. Unsigned quotations, without the details called for are liable for rejection.
8. **Measurements**  
The quantities provided for in the Schedule of Quantities and Rates are only approximate and are given to provide a common basis for tendering. The actual quantity may differ from those provided for in the Schedule in view of the complexity of the work and there is no claim will be entertained in case of any variation in the quantity. Payments will be made according to the actual quantities of work ordered and carried out, jointly measured by the representative of Chief Engineer and the contractor payments will be made as per the item unit rate basis for the entire work. However, in case of defects/ improper execution of work, penalty will be imposed in the final bill amount payable upon approval of compete tent Authority.

9. **Rates and Prices to be inclusive.**  
The rates entered in the Schedule of Quantities by the contractor shall include the provision of all supporting special equipment, labour of required skill, supervision, materials, erection, overheads and profits, watch and ward, insurance charges, during execution and every incidental and contingent costs and charges, whatsoever, excluding G.S.T. if any for compliance with conditions of contract and specification. The G.S.T. will be paid extra as applicable which shall be claimed along with the Bill.

10. The specifications are intended to cover the execution of all works, necessary to complete the works, with all materials of accepted standards, as specified in the contract.

11. **Method of Measurement**

   **General**

   Unless stated or billed otherwise, all quantities shall be ‘net’ as they finished and provided in the work. The rates and prices shall include all allowances towards wastage of materials required for use in the work.

12. The quotations will be deemed to have ascertained themselves to the extent and nature of the works involved, the various constraints and high degree of skill involved in the works.

13. Time is the essence of contract and the entire work should be completed within a period of 30 days as specified in the schedule. The Quoter shall also submit detailed programme for the timely completion of work giving details of gangs/labour/material supply/plant and machinery etc. taking into account the limited time schedule provided.
14. The Contractor’s supervisory staff shall be fully experienced in the type of work to be carried out under their supervision.

15. The contractor shall insure plant, machinery and workers employed by him during execution of work and submit necessary insurance policies to the Department.

16. If the work has to be carried out beyond normal working hours and during night time approval in advance for the working has to be obtained from the Chief Engineer. Overtime charges of the departmental supervisory staff has to be borne by the ‘Contractor’

17. It shall be specifically noted that the contractor is expected to mobilize the required equipments and work force required to complete the entire work included in the contract well within the stipulated period.

18. As a statutory requirement, the contractor shall take all measures of safety against fire hazard and electrocution at site as follows:-

a) All temporary electric supply connections will be carried out with correct sizes of wires/cables and fuses and other safety devices as required under Electricity Rules in consultation with us.

b) One bucket full of water and sand shall be kept at the work spot. A Portable fire extinguisher shall also be kept at the work spot.

19. Quotations with conditions will be out rightly rejected.

20. The Quoter shall inspect the site and fully study the work involved vis-à-vis the quantity and specifications etc. before quoting for the work.

21. Any damage to the property of Port should be made good or compensated by the contractor.

22. After completion of days work/contract period the contractor shall clean, clear the work site to the satisfaction of the Chief Engineer or his site representative.

23. Permission for working beyond the normal working hours of the Port or on Sundays and Public Holidays as stipulated under clause No.42 of General Conditions of Contract, (in the printed booklet)in volume-I of the tender document will be given to the contractor subject to his agreeing to bear the cost of overtime, if any, which may have to be paid to the Port’s supervisory staff.
24. The contractor and his workers /agents shall be required to obtain from MPT and display a Photo Identity Card during entry, stay and exit from the Port Security areas guarded by CISF personnel.

25. All applications for issuance of Photo Identity Card shall be routed through the Chief Engineer, who shall forward the same to the Port’s Traffic Department, whose pass section will issue the Photo Identity Card to the contractor or his agent free of cost the same shall be valid for the duration of the contract or a period of one Year, whichever is less.

26. Subject to the availability, land for construction of temporary sheds/stores/labour hutments etc. will be given to the contractor in Port areas at Headland, Sada. The contractor shall clear away all the temporary structures built within a period of fourteen days after completion of the work and leave the whole of the site clean to the satisfaction of the Chief Engineer.

27. Lease rent shall be changed to the contractors for the area allotted for construction of their temporary sheds for site office/store/labour hutments required in the contract works. The license fee shall be as per Port’s scale of Rates.

28. No temporary structures/sheds which are constructed to house the Contractor’s office/store/labour hutments shall be permitted to be retained during the period of maintenance.

29. All the materials to be used in the structure shall be conforming to relevant ISI specification or as specified in the Tender Schedule. Contractor shall undertake laboratory test as specified in the relevant ISI the discretion of Chief Engineer and only approved materials/approved brand of materials shall be used.

30. Incase the contractor fails to vacate the port premises allotted to him or site office within the stipulated period after the completion of the work, the Board shall have right to debar such defaulting contractors for future contracts of the Board by blacklisting him and shall also be charged penal lease rental at the prescribed rate.

31. Hot work permit will have to obtain whenever required as directed.

32. Free maintenance period is for 12 months.

33. Security Deposit which is EMD plus 10 % Retention Money (deducted from the bills) shall be refunded to the contractor only after successful liability Period (Free Maintenance period.)

EXECUTIVE ENGINEER (Headland)
Name of Work: “Modification to the aluminium window balcony on third floor & miscellaneous works in the Server room of Signal station at Headland.”

SCOPE OF WORK

The work put to the tender broadly comprises of the following items.

1. Dismantling of sliding aluminium window balcony (approx.12.50 m2) etc. complete
2. Providing and fixing aluminium framed partition powder coated to black etc. complete
3. Providing & fixing in position aluminium powder coated to black sliding windows of approved manufacturer to suit two track sliding etc. complete.
4. Providing and fixing in position aluminium (powder coated to black) louvered ventilator with glass louvers etc. complete
5. Supply of Automatic door closer 'Universal' 65 of 'Everite' EDC 1103 including fixing. etc. complete.
6. Providing scaffolding externally for the Signal station bldg. (only one face of building to be utilised for all works) approx. 10m length and 15m height etc. complete

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**Name of Work:** “Modification to the aluminium window balcony on third floor & miscellaneous works in the Server room of Signal station at Headland.”

**SCHEDULE OF QUANTITIES AND RATES**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description of work</th>
<th>Unit of Qty. in words</th>
<th>Approx. Qty.</th>
<th>Rate in Fig/words</th>
<th>Amount (RS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dismantling of sliding aluminium window balcony (approx. 12.50 m²) without damage to the walls and other machineries etc. including removal of frames members etc. and taking away the retrieved material and giving credit to the Port. All labour &amp; material etc. complete.</td>
<td>LS</td>
<td>1.00</td>
<td>105.00</td>
<td>105.00</td>
</tr>
<tr>
<td>2</td>
<td>Providing and fixing aluminium framed partition powder coated to black (using rectangular tube of size 63.5mm x 38.1mm x 1.2mm thick with intermediate horizontal member at 1.2m level and vertical member to be equally spaced so as to distance shall not exceed 1.15mt or as directed to suit site conditions. The aluminium sections shall have matti wood fixed on inside periphery of size 25mm X 25mm fixed to the aluminium section using screws of appropriate size, Plain glass of 5mm thick to be provided and fixed to the aluminium section using powder coated aluminium angle of size 20mm X 20mmX 16swg on both faces of glass using screws of appropriate size. Rate shall include powder coating, wastage, cutting, fixing, providing necessary cleats, using self-tapping screws. All tools, plants, labour and materials etc. complete.</td>
<td>SQM</td>
<td>9.00</td>
<td>4683.00</td>
<td>42147.00</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Unit</td>
<td>Rate</td>
<td>Amount</td>
<td></td>
</tr>
<tr>
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<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
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<td></td>
</tr>
<tr>
<td>3</td>
<td>Providing &amp; fixing in position aluminium powder coated to black sliding windows of approved manufacturer to suit two track sliding, using best quality standard extruded aluminium sections (manufactured to relevant I.S. specification) without horizontal glazing bars, glazed with 5.5 mm thick sheet glass fixing to RCC column/masonry with lugs of 16 mm x 3.15 mm x 10 cm long or any other approved size embedded in C.C. (1:3:6) blocks of appropriate size incl. necessary bolting devices, handles, locking arrangements, fixing clips, metal putty, PVC/Rubber beading etc. All tools, plants, labour and materials etc. complete.</td>
<td>SQM</td>
<td>2.00</td>
<td>5904.00</td>
<td>11808.00</td>
</tr>
<tr>
<td>4</td>
<td>Providing and fixing in position aluminium (powder coated to black) louvered ventilator with glass louvers including fixing aluminium mesh with aluminium Patti over top with all screws washers etc. to prevent entry of birds etc. All labour &amp; material, tools and plant etc. complete.</td>
<td>SQM</td>
<td>2.00</td>
<td>5774.00</td>
<td>11548.00</td>
</tr>
<tr>
<td>5</td>
<td>Supply &amp; fixing the of Automatic door closer 'Universal' 65 of 'Everite' EDC 1103 or 'DUKE' EDC 1107 as directed including necessary screws, washers etc. All Labour &amp; material etc. complete.</td>
<td>EACH</td>
<td>2.00</td>
<td>1804.00</td>
<td>3608.00</td>
</tr>
<tr>
<td>6</td>
<td>Providing scaffolding externally for the Signal station bldg. (only one face of building to be utilised for all works) approx. 10 m length and 15 m height with H frames, cross bracing walkways, jack props including all safety equipments, transportation and removing the same after completion of the work and shifting with all labour tools, plant etc. Complete. (approx. for 15 days). Note: No extra payment will be done if the period exceeds 15 days period. All Labour &amp; material etc. complete.</td>
<td>LS</td>
<td>1.00</td>
<td>37534.00</td>
<td>37534.00</td>
</tr>
</tbody>
</table>

Total"(A)"Rs.1,06,750.00
**Quotation No.CE/Q-49 /2017**

**Name of Work:** “Modification to the aluminium window balcony on third floor & miscellaneous works in the Server room of Signal station at Headland.”

‘A’ Total Amount of Quotation excluding GST = “A” Rs.1,06,750.00

1. ADD____________% (In figures)
   In words____________
   Over the above amount at “A” i.e Rs 1,06,750 = Rs: ____________

OR

2. DEDUCT________________% (IN FIGURES)
   In words________________________
   From the above amount at “A” i.e Rs1,06,750 = Rs: ____________

‘B’ Total Quoted Tender Amount exclusive of GST

   In Figure – = Rs: ____________
   In Words Rupees________________________________ Only.

**NOTES:**

1. Tenderers should score either “ADD “or “DEDUCT” as the case may be.
2. Tenderers are advised in their own interest to inspect the site before tendering.
3. The quantities given above in the schedule of Quantities and Rates are approximate and are furnished for the guidance of the tenderers.

Witness’s

Signature: ________________ Signature: ________________
Name: ________________ Name: ________________
Address: ________________ Address: ________________

Tel No: ________________ Tel No: ________________
Mobile No: ________________ Mobile No: ________________
Date: ________________ Date: ________________
**Quotation No.CE/Q-49 /2017**

**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. GST Registration Number : ____________________________
14. GST Tax Registration Code : ____________________________
15. CST Registration Number : ____________________________
16. Employee Provident Fund (EPF) Registration Number : ____________________________
17. Employee State Insurance Scheme (ESIS) Registration Number : ____________________________
18. IFSC Code : ____________________________
**PROFORMA FOR GST DETAILS**  
**Quotation No. CE/Q-49 /2017**

<table>
<thead>
<tr>
<th>Sr No</th>
<th>Particular</th>
<th>Mormugao Port Trust</th>
<th>Data Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Customer Name as per GST Registration Certificate</td>
<td>Mormugao Port Trust</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Full Postal Address</td>
<td>Administrative Building, Headland Sada.</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>City</td>
<td>Goa</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Pin code</td>
<td>403 804</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>PAN</td>
<td>AAALM0293P</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Type of Person</td>
<td>Local Authority</td>
<td>Company/Firm/Individual/Trust/LLP/AOP</td>
</tr>
<tr>
<td>7</td>
<td>Resident/Non Resident as per Income Tax Act</td>
<td>Resident</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>ARN No.</td>
<td>AA30617001663N</td>
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<tr>
<td>9</td>
<td>Provisional ID</td>
<td>30AAALM0293P1ZY</td>
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<tr>
<td>10</td>
<td>GST No.</td>
<td>30AAALM0293P1ZY</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>PPOB (Principal Place of Business) or APOB (Additional Place of Business)</td>
<td>PPOB</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Reason for Non Registration (Turnover Limit / Non Taxable Supply / Other Reason)</td>
<td>NA (Registered Under GST)</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Type of Customer (Manufacturer/Trader/Importer/Depot/Service Provider/Works Contractor/Principal/Consumer)</td>
<td>Service Provider</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Whether Falling under SEZ unit or Developer? (Yes or No)</td>
<td>No.</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Whether B2B or B2c (B= Business &amp; C= Customer)</td>
<td>B2B</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Whether Opted for Composition Lavy Scheme? (Yes or No)</td>
<td>No.</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Whether falling under casual taxable person as per Section 2(20) of CGST Act,2017 (yes or No)</td>
<td>No.</td>
<td></td>
</tr>
</tbody>
</table>
18 Whether falling under Non Resident taxable person as per section 2(77) of CGST Act,2017 ?
   (Yes or No) No.

19 Central Excise Registration No. --

20 Service Tax Registration No. AAALM0293PST001

21 VAT – TIN 30181201096

22 CST – TIN V/CST/1683

23 IEC 1706000073

24 Contact Details :
   Name Shri. Anant Chodnekar
   Designation Sr. Dy.CAO
   Phone No. 0832-2521132
   E-mail facao@mptgoa.com
             anant.chodnekar@mptgoa.com

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

Place Signature
Date (Name: )