



An ISO 9001-2000 PORT

**MORMUGAO PORT TRUST  
ENGINEERING (CIVIL) DEPARTMENT  
TENDER NO.CE /104 /2016**

**FACE SHEET TO ACCOMPANY THE TENDER DOCUMENTS**

- A.1. Name and full address of the Contractor  
to whom the Tender Documents are issued. :
2. Whether registered with Engineering (Civil)  
Department, if so, class of registration. :
3. If not registered, reference to the letter of the Chief  
Engineer authorising issue of the tender Documents. :
4. Date of issue of Tender Documents. :

---

**Signature of AXEN (Accounts)**

- B.1. Name of work: **“Repairs to doors ,windows to CISF Qtrs. allotted  
to GSL at Headland.”**
2. Cost of each set of Tender Documents : Rs. 1000/-
3. Date and Issue of Tender Documents : From: 29/11/2016 to  
22/12/2016 **(Extended)**
4. Date of receipt of tender and time : 23/12/2016 **(Extended)**  
at 3.00 pm
5. Amount of E.M.D. : Rs.2200/-
6. Date of opening of tender and time : On 23/12/2016  
**(Extended)** at 3.30 pm
- 7 a) Whether E.M.D. received : Yes/No.  
b) if so, in which shape : D.D./Cash Receipt
8. Form of contract : Item rate
9. Whether tender received in duplicate : Yes/No
10. Whether rates have been quoted in both : Yes/No.  
the tenders in words and figures.
11. Total No. of Tenders received for the work:

---

**AXEN (Accounts)**

---

**EXECUTIVE ENGINEER/HL**



**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**TENDER NO: CE/104/2016**

**Name of work: “Repairs to doors, windows to CISF Qtrs. allotted to GSL at Headland.”**

**General Index**

01. Tender Notice
02. Tender Form.
03. Appendix – to Tender Notice.
04. Additional General Conditions of Contract
05. Scope of work
06. Directions to tenderers for filling in the Schedule of Quantities & Rates
07. Schedule of Quantities & Rates
08. Form of Bank Guarantee for Security Deposit
09. Tender Registration Form

MORMUGAO PORT TRUST,  
Main Administrative Office Bldg, Headland, Sada.  
Mormugao-804 403.



**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

**TENDER NO: CE/104/2016**  
**TENDER NOTICE NO.CE/N-112/2016**

1. Sealed tenders in Single cover systems are invited on Percentage Rate basis from the contractors registered with MPT, PWD/CPWD/Railway, Central/State Govt. GSIDC etc. Unregistered contractors also can apply for tender, subject to fulfilling the eligibility criteria stipulated in the tender.

Sr. No.	Class of contractor eligible to tender	Cost of tender document (non-refundable)	Sale of tender documents From/To
	Estimated cost of work put to tender	Earnest Money Deposit	Date of opening of tender
1.	“Repairs to doors ,windows to CISF Qtrs. allotted to GSL at Headland.”	1,000/-	29/11/2016 To 22/12/2016 <b>(Extended)</b> Upto 3.00 p.m
	Rs.1,07,468=00 Class ‘ E ’ and above	Rs.2200/-	23/12/2016 <b>(Extended)</b> at 3.30 p.m

1. The tender set consisting of the Tender Notice, Additional Instructions to Tenderers, Special Conditions of Contract, Schedule of Quantities and Rates and Form of Tender may be obtained from the Office of Chief Engineer, Engineering (Civil) Department, Mormugao Port Trust at Headland, Sada, Goa on payment of Rs.1000/- which sum will not be refunded. Tender document is also available on MPT website [www.mptgoa.com](http://www.mptgoa.com). The bidders downloading the tender and submitting , has to submit original cash receipt from cash section of FA &CAO/MPT or DD towards tender fee along with the tender. The Demand draft shall be in favor of FA &CAO/MPT.

2. Tender documents will not be sent by Post or Courier Service.

3. The Earnest Money Deposit (E.M.D.) payable in respect of the tender is RS 2200/- (Rupees Two thousand two hundred only), and E.M.D should be lodged in the form of Bankers Cheque or Demand Draft or Pay Order drawn in favour of Financial Advisor and Chief Accounts Officer, Mormugao Port Trust, payable at Vasco-Da-Gama, Goa is required to be enclosed along with the Tender. In any case, E.M.D. in the form of Cash/ Cheque will not be accepted.
  - a. The E.M.D should be put in a sealed envelope and marked as “EMD” and should be submitted along with the tender in a sealed envelope. The Sealed envelope containing the tender document including the sealed envelope enclosing the EMD shall bear the identifications like (i) Tender No. (ii) Description of works (iii) Bidders name and Address and (iv) Due date and time of bid opening. If the envelopes are not sealed properly, Mormugao Port Trust will assume no responsibility for the misplacement or premature opening of the bids submitted and same is liable for rejection.
  - b. Bids if not accompanied with requisite EMD as indicated at 3 above and in the manner described above shall be treated as invalid and shall not be opened.
  - C. E.M.D. of the Tenderers excepting first three lowest tenders will be refunded to Contractors. Contractors are requested to contact the Senior Assistant Secretary, Chief Engineer’s Office. Main Administrative Office, Mormugao Port Trust for claiming such refund along with copy of original receipt issued by this office.
  - D. Contractors may submit the following information in order to refund the EMD’s/ Bank Guarantee/ Security Deposit/ Retention Money, payments of bills etc.
    - a. Name of Bank.
    - b. Place.
    - c. Account No.
    - d. Type of Account
    - e. PAN
    - f. EPF No.
    - g. ESI No.

No fresh correspondence in this regard will be made by this Port Trust.
  - E. EMD of the other tenders i.e. two among the first three lowest Tenders will be refunded to them only after acceptance of work order by successful tenderer and. E.M.D. of successful contractor will be retained towards Initial Security Deposit.
- 4 Security Deposit: 10% of the work done or value of contract, whichever is more.

- a) Amount to the extent of 5% of the value of contract to be paid in Cash or in the form of a Bank Guarantee within 7(seven) days of issue of work order, as initial Security Deposit.
- b) The remaining 5% of Security Deposit to be deducted from the running account bills at 10% of each running bill till the entire security deposit of 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) for like sum (s) at any stage (s) of the work.
- c) The entire amount of 10% of the value of the contract may be paid in cash Demand Draft /Pay Order or in the form of Bank Guarantee at the time of acceptance of tender.

**Note:**

- i) The Bank Guarantee of 5% of the Contract Price as initial Security Deposit will be valid till the completion of the maintenance period plus one months.
  - ii) The Retention Money of 5% of the contract Price will be released after successful completion of the work and after issue of Completion Certificate by the Chief Engineer.
- In case the Tenderer desire to quote premium of cost of work put to tender more than 15%, the Tenderer will have to give the rate analysis for any or all the item of work along with the tender.
- 5 Tenders submitted will remain open for acceptance for a period of 180 days from the date of opening of tenders.
  - 6 The subject contract period is for 2 (two) month from the date of receipt of work order or release of site whichever is later.
  - 7 Counter conditions stipulated in completion period by the contractor will not be considered. Tenders with counter conditions are likely to be rejected summarily without assigning any reasons therefore.
  - 8 Time is the essence of contract Liquidated Damages for delay in completion of work, shall be recovered at the rate of 0.5% of the Contract Price per week or part thereof delay subject to a maximum ceiling of 5% of the contract price. The contract is liable to be terminated if there is a delay of more than 25% of contracted period of completion.
  - 9 Tenderers are strongly advised to inspect the site of work and acquaint themselves with the site conditions and quantum of work involved etc. before tendering. Such an inspection can be arranged in consultation with the Executive Engineer-HL, Tel No: 2594609 or Assistant Engineer (HL) Tel No.: 2594653.
  - 10 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.

11. The original tenders to be submitted should be enclosed in as sealed cover and superscribed **“Repairs to doors ,windows to CISF Qtrs. allotted to GSL at Headland.”** and should be addressed to the Chief Engineer, Engineering (Civil) Department, Mormugao Port Trust, Headland. Sada, Goa-Pin: 403804.
12. The tenders complete in all respects should be placed in the Tender Box kept inside the cabin of AXEN/Accts., Chief Engineer’s office at Main A.O. Building, 2<sup>nd</sup> floor, Mormugao Port Trust upto 15.00 hrs. on due date and opened at 15.30 hrs. on the same date in the presence of such tenderers who may wish to be present.
13. The Tenderers should specifically note that their OFFERS SHOULD REACH THIS OFFICE ON OR BEFORE THE DUE DATE AND TIME. OFFERS RECEIVED LATE WILL NOT BE CONSIDERED. TENDERS SENT BY POST WILL BE REJECTED.
14. The Chief Engineer and or Board of Trustees reserves the right to reject any or all tenders received without assigning any reasons therefore.
15. Unsigned tenders will not be considered.
16. Sales Tax, Income Tax etc. as applicable from 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.
17. The Contractor should comply with the provision of the Building and Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996.
18. The Tenderers should strictly note that they should be not allowed to fill in the tender or seal the tender in Mormugao Port Trust premises.
19. Further details can be had from the office of the undersigned at the New Administrative Office Building of MPT at Headland, Sada.
20. Service Tax registration for the bidder is mandatory. Bidder has to enclose attested copy of the service Tax registration along with tender. Service tax has to be claimed extra as applicable while submitting the bill/bills
21. Unregistered Contractor who desire to purchase the tender copy he/she will have to apply for registration and pay 100% of the registration fee. If after the scrutiny of his/her application he/she is found suitable for the class for which tenders are invited, his /her tender will be considered alongwith other tenders. Otherwise, his/her tender will not be considered.

**CHIEF ENGINEER**



**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**TENDER NO: CE/ 104 /2016**  
**FORM OF TENDER**

The Chief Engineer,  
Mormugao Port Trust.

I/We \_\_\_\_\_ do hereby offer to execute the work comprised in the annexed Tender Notice “**Repairs to doors, windows to CISF Qtrs. allotted to GSL at Headland.**” in strict accordance with the instructions to Tenderers, General conditions of Contract, Specifications and Addendum to Specifications, Special Conditions of Contract etc. at the item rates entered in the attached Schedule of Quantities and Rates.

2. I/We undertake to complete the work included in the Schedule of Quantities and Rates within **2 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 liquidated damages at the rate of 0.5% of the contract price per week or part thereof delay in work subject to a maximum ceiling at 5% of the contract price represents a fair estimate of the loss likely to result from the delay.

3. I/We send herewith a sum of Rs. 2200/- (Rupees Two Thousand two hundred only.) as a deposit or 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 make further deposit by cheque/demand draft/G.P. Notes/Securities of Public Bodies/10 years defence certificates/Units from Unit Trust of India /by way of a Bank Guarantee, within fourteen days or such extension of the period permitted by the Chief Engineer, in writing, after receipt of information that my/our tender has been accepted by the Port Trust.

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 hereby 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 Goa Sales Tax 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 sales of goods specified in this bill/ cash memorandum is made by me/ us and the Tax under the Act will be , if payable be paid, before furnishing / our returns under the Act.

9. 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.

10. I/We understand that 100% payment of interim bills be made within 20days of such bills being received as per tender condition.

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.

<b>Name</b>	<b>Age</b>
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 of their guardians.

\*(C) Ours in 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 favor will be submitted for perusal immediately on acceptance of the tender.

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

12. The Bank's Guarantee referred to in Para No.5 above, will be from

\*\* \_\_\_\_\_.

13. I/We am/are registered for the purpose of Sales Tax Act, 1953 and my/our registration Certificate No. is \_\_\_\_\_ .

14. The name and address of our Banker is \*\* \_\_\_\_\_

15. 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.

16. "I have read and understood the General conditions and specifications 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."

NAME AND ADDRESS OF THE TENDERER:-

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF THE TENDERER .

Witness's  
Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Tel.No. \_\_\_\_\_  
Hand Phone(Mobile No.) \_\_\_\_\_  
Date: \_\_\_\_\_

Tenderer's  
Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Tel. No. \_\_\_\_\_  
\_\_\_\_\_  
Date: \_\_\_\_\_

N.B.: Strike out whichever is not applicable.  
Here the Name of the Bank should be stated



An ISO 9001-2000 PORT

**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

**TENDER NO. CE/104/2016.**

**NAME OF WORK: - “Repairs to doors ,windows to CISF Qtrs. allotted to GSL at Headland.”**

**ADDITIONAL INSTRUCTIONS TO TENDERERS.**

The instructions to the tenders shall be instructions to “Tenderers” as modified or added to by the following Additional Instructions to Tenderers which shall be read and construed with the instructions to tenderers as if they were incorporated therewith.

In so far as any of the provisions in Additional Instructions to Tenderers may conflict with or be inconsistent with the instructions to Tenderers the Additional Instructions to Tenderers shall prevail.

1. Sealed tenders are invited on percentage rate basis for work described in the Tender Notice referred to herein before.
2. Earnest Money:

No tender will be considered which is not accompanied by the Earnest Money Deposit (E.M.D.) for the sum stipulated in the tender notice which is lodged on the understanding that in the event of the tenderer withdrawing his tender before the expiry of 180 days from the last date of submission of the tender document. (Whether or not the submitted tender(s). are opened or otherwise at the time of tenderer withdrawing his tender), the tender shall be cancelled and the Earnest Money (E.M.D) deposited by the tenderer forfeited to the trustees and if the tender is accepted the security Deposit (SD) mentioned in para 4 hereinafter will be furnished

3. Tenderers must fill in the space provided for, in the Schedule of Quantities and Rates stating in figures as well as in words at what percentage above or below the rates specified in the Schedule of Quantities and rates, they are willing to undertake the work.  
Only one percentage Rate for all items of the Schedule of Quantities shall be quoted, failing which the tender is likely to be rejected.

4. Tenderers must return the complete tender set duly signed wherever required. Any tender not so signed will not be considered. Alterations to the conditions of contract and specifications will not be entertained.

5. SECURITY DEPOSIT

The Security Deposit shall be 10% of the work done or value of contract, whichever is more.

The Successful Tenderer will be required to deposit the following amounts as Security Deposit for the due fulfillment of the contract.

a. Initial Security Deposit (I.S.D.) shall be 5% of the contract price payable within 7 (seven) days from the date of receipt work order, in the form of Bank Guarantee from any of the Nationalised Bank in the form annexed or Demand Draft/Bankers Cheque/Pay order addressed to FA&CAO, MPT/HL payable at Vasco-Da- Gama, Goa. The Earnest Money (E.M.D), deposited with this tender EMD will be retained towards part of the initial security deposit. The contractor will have the option to pay the entire amount of 5% of the contract price towards I.S.D. in the form of Bank Guarantee. The Bank Guarantee for I.S.D. will be valid till the completion of the maintenance period plus two months.

Plus

b. Retention Money (R.M) equivalent to 5% of the Contract Price and the sum shall be recovered at the rate of 10% of the gross value of work certified under each bill until an amount of 5% of Contract Price is accumulated. The contractor will have the option to convert the Retention Money so deducted from the bills into acceptable Bank Guarantee(s) for the like sum(s) at any stage (s) of the work.

The entire amount of 10% of the Contract Price as Security Deposit may be paid in Cash/Demand Draft/Pay Order/Bank Guarantee at the time of acceptance of tender.

The Bank Guarantee to be furnished against above should be from any of the Nationalized Bank having a branch in Vasco – Da- Gama and the Guarantee should be executed by the said Branch.

Unless this deposit is lodged and the Guarantee is furnished within 7 (seven) days of the receipt of intimation of the acceptance of the tender or such further period as may be allowed by the Chief Engineer in writing, the Earnest Money (E.M.D.) will be liable to forfeiture and 'contract liable to be terminated 'and the Tenderer will be responsible to the Trustees for the damages thereby incurred by them.

Upon successful completion of the works and after issue of Completion Certificate by the Chief Engineer, before the expiry of the period of maintenance, the Chief Engineer and or Board of Trustees shall upon receipt of a written application, refund to the contractor, the said Retention Money of 5% (five percent) of the estimated cost of the works

referred to in sub-clause 5(b) above after deducting there from the amount of Liquidated damages incurred if any and other claims outstanding against the contractor or for breach of contract. The Initial Security Deposit referred to in sub-clause 5(a) above will be refunded after the expiry of the free maintenance period and as soon as the conditions of contract have been fulfilled and upon contractor making an application therefore, after adjusting estimated/ actual expenditure by Mormugao Port Trust for rectification of defects and adjusting other amounts due if any for breach of the Conditions of Contract.

Note: The amount of liquidated damages expressed in the Tender Notice to be payable for delay in the performance of the contract has been arrived at on the fair estimate of the amount of loss likely to be sustained by the Trustees as a result (the delay in the performance of the contract).

6. The entire work comprised in this contract is required to be completed within the period as described in the 'Tender Notice'. No counter conditions as regards to completion period shall be quoted by the tenderers.

The Chief Engineer and/ or the Trustees reserve the right to reject any tender without assigning any reasons or to accept any tender as a whole or in part and does not bind him/ themselves to accept the lowest or any tender, No reasons will be assigned for the rejection of any tender.

7. If the Tenderers have not carried out any work for the Mormugao Port Trust in the past they shall submit along with the tender, a list of works carried out by them for Government or Public Bodies with their amount showing against each work indicative of its magnitude and their Bankers reference and their Sales Tax Returns.
8. Tenderers should refrain from sending revised or amended offers after the closing date of the tender.
9. Tenderers are strongly advised to inspect the site so that they are fully aware of the nature of scope of the works to be carried out before tendering for the same.
10. Cost of testing of materials will be borne by the Contractor.
11. The free maintenance period will be of 12 months.
12. Further particulars can be obtained on application to the office of the Chief Engineer, Mormugao Port Trust A.O. Building, Headland, Sada, during the office hours.
13. The works pertain to all the Port area.

14. The work shall be commenced within the period specified from the receipt of the work order from the department. Liquidated damages will be levied as indicated in appendix -I.
15. The tenderer shall inspect the site and fully study the nature of work involved vis-à-vis the quantity and specifications, before tendering for the work. No claim will be entertained regarding variation in the quantity. Any clarification in this regard will be given, if required, prior to submission of tender.
16. Watch and ward of all materials and equipment will be responsibility of the contractor and no claims will be entertained towards loss or damage to the contractor's materials and equipments.
17. Contractor shall provide all necessary tools and plants and protective devices safety measures etc. to the workmen as required.
18. No claim for the increase in rates quoted due to increase in cost of materials and labour during the currency of the contract will be entertained by the department.
19. The rates indicated in the schedule shall hold good for all repairs/replacement/renewal/new works to be carried including in patches and bands and for all building/sheds/structures and service facilities located in the Port area.
20. Storage arrangements for all materials and tools and plants shall be made by the contractors at his own cost.
21. Transportation, dumping and leveling of dismantled materials, such as pipes, old concrete, stone/brick machinery etc. shall be done by the contractor at his own cost within the distance of 3 Km. or as directed at site. In case of failure of shifting of materials from site immediately after completion of work the same will be carried out by engaging departmental labour or some other emergency at a risk & cost of the contractor.
22. THE CONTRACTOR & HIS REPRESENTATIVE SHOULD HAVE A EASY CONTACT ACCESS, BY WAY OF HAVING THEIR OWN MOBILE PHONES ETC. ALSO THE CONTRACTOR SHOULD REPORT DAILY TO SITE OFFICE TO TAKE NECESSARY INSTRUCTION REGARDING DAY TO DAY WORKS.
23. Contractors may submit the following information in order to refund the EMD's /Retention Money/BG's/ Security deposits. Payment of bill etc.:-
  - (i) Name of the Banker with branch.
  - (ii) Type of Account and Account No.
24. Quantities showed in schedule of quantities are approximate which may varies, depending upon the nature of works involved as per site

condition. Also the quantities executed by the contractor in each item or more may lead to the total tendered amount.

**CHIEF ENGINEER**



**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**TENDER NO. CE/104 /2016**

Name of work: **“Repairs to doors, windows to CISF Qtrs. allotted to GSL at Headland.”**

**APPENDIX -I**

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

**CONDITIONS OF CONTRACT**

<b>Clause No.and Description</b>	<b>Clause of G. C.</b>
11(1) Amount of initial security and time	Five percent of the contract price and 20 months.
38 Period for commencement from the Chief Engineer's orders to commence.	Within 7days after the receipt of Work Order.
40 Time of Completion	2 months
43 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.
45(1) Period of maintenance.	12Months.
54(1) Percentage of retention from each running account bill	10%.
54(1) Limit of Retention Money	5% value of the contract.
54(1) Total initial Security Deposit and Retention Money.	10% value of the contract.
54(1) Minimum amount of interim Certificate.	50,000/-
54(4) Time within which payment to be made after contractor's submission of the bill.	100% within 20 days of submission of bill in quadruplicate certified by concerned official provided the bill is based on joined measurement.
69 Mobilisation Advance.	Not applicable to this contract.
69 Interest rate on mobilization advance.	Not applicable to this contract.
69 Mode of recovery of mobilization advance	Not applicable to this contract.
70 Variation in price of labour and materials.	Not applicable to this contract.



66 General Condi- -ons	Arbitration clause of General Conditions	Not applicable to this contract.
Clause 5 a of AGCC	Minimum amount of third party insurance.	5% of contract value.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2016

Signature \_\_\_\_\_ in the capacity of \_\_\_\_\_  
 \_\_\_\_\_ duly authorised to sign tender for and on behalf of  
 \_\_\_\_\_.

**( IN BLOCK LETTERS )**

**NAME OF THE TENDERER & ADDRESS:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Witness: \_\_\_\_\_

\_\_\_\_\_

Occupation: \_\_\_\_\_



**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

**TENDER NO. CE/104/2016**

**NAME OF WORK: -“ Repairs to doors ,windows to CISF Qtrs. allotted to  
GSL at Headland.”**

**ADDITIONAL GENERAL CONDITIONS OF CONTRACT.**

1. The tender is on percentage rate basis. The quantities mentioned in the Schedule of Quantities and Rates are only approximate and the Trustees are liable to pay for only such quantities of work as are actually executed.
  2. In the percentage rate quoted by the contractor shall be inclusive of Sales Tax, General Tax, Octroi, Excise Duty, Service Tax, Income Tax etc. and all other incidental charges that the tenderer may have to bear for the execution of the works but excluding service tax.
  3. The Tenderer's should engage supervisory staff and he shall be fully experienced in the type of work to be carried out under their supervision.
- 4(a) without limiting his obligation and responsibilities under Clause 21 of G.C.C. (Vol.1). The contractor shall insure, at his cost, in the joint names of the Board and the Contractor against all loss or damage from whatever cause arising (other than the Excepted Risks) for which he is responsible under the term of the contract and in such manner that the Board and contractor are covered during the period of construction of the works and are also covered during the free of Maintenance period for loss or damage arising from a cause occurring prior to the commencement of the period of Maintenance and for any loss or damage occasioned by the contractor in the course of any operations carried out by him for the purpose of complying with his obligations under clause 45 of G.C.C. (Vol-1)
- (I) The Works are the Temporary works to the full value of such executed from time to time.
  - (II) The materials, Constructional Plant and other things brought on to the site by the contract to the full value of such materials, Constructional Plant and other things.

4b) Such insurance shall be effected with an insurer and in terms approved by the Board and the contractor shall whenever required produce to the chief Engineer or the Chief Engineer's representative the policy or policies of insurance and the receipts for the payment of the current premia provided always that without limiting his obligations and responsibilities as aforesaid nothing in the clause contained shall tender the contractor liable to insure against the necessity for repair or reconstruction of any work constructed with material or workmanship not in accordance with the requirements of the contract

5(a) Before commencing the execution of the works, the contractor but without limiting his obligations and responsibilities under clause 22 of G.C.C. (Vol. I) shall insure against any damage, loss or injury which may occur to any property (including that of the Board) or to any person (Including any employee of the Board) by or arising of the execution of the work or Temporary Work or in the carrying out of the contract otherwise than due to the matters referred to in the provision to clause 22(1) of G.C.C.(vol.1).

5(b) Such insurance shall be effected with an insurer and in terms approved by the Board and for at least the amount stated in the Tender and the contractor shall whenever required produce to the Chief Engineer or the Chief Engineer's representative the policy or policies of insurance and the receipt for the payment of the current premia.

6. The Contractor shall insure against accident, injury etc. to workmen with an insurer approved by the Board and shall continue such insurance during the whole of the time any persons are employed by him on the works and shall when required produce to the Chief Engineer or the Chief Engineer's representative such policy of insurance and the receipt for payment of the current premia. Provided always that in respect of any persons employed by any sub- contractor, the contractor's obligation to insure as aforesaid shall be satisfied if the sub-contractor shall have insured against the liability in respect of such persons in such manner that the Board is indemnified under the policy but the contractor shall required such sub-contractor to produce to the Chief Engineer or the Chief Engineer's representative when required such policy of insurance and the receipt for payment of the current premia.

7. If the Contractor shall fail to effect and keep in force the insurance referred to in the above mentioned clauses hereof or any other insurance which he may be required to effect under the terms of the contract then and in any such case the Board may effect and keep in force any such insurance and pay such premium or premia as may be necessary for that purpose and from time to time deduct the amount so paid by the Board with interest as stated in Vol.1 as aforesaid from any money due or which may become due to the contractor or recover the same as debt due from the contractor.

8. The successful tenderer will have to submit within fortnight after receipt of the acceptance Letter a phased program of execution of different items of work.

9. SUPPLY OF WATER.

The contractor shall as far as practice having regard to the conditions, provide on the site to the satisfaction of the Chief Engineer's Representative, adequate supply of drinking water and other water for the use of the contractor's staff and workmen.

10. During the execution of the work, in case of any breakdown of water pipeline or any other water supply related works caused due to negligence of contractor, the Contractor shall take up the repair works on urgent basis and complete the same on the same day to restore the water supply. In such cases, 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, Volume-1 Of the tender document will be given for which the Contractor should bear the cost of overtime, if any, which may have to be paid to the Port's supervisory staff. The rate quoted shall be inclusive of overtime etc. and no extra payment will be entertained.

11. EPIDEMICS

In the event of any outbreak illness of an epidemic nature, the contractor shall comply with and carry out such regulations, orders and requirements as may be made by the Government or the Local Medical or Sanitary Authorities for the purpose of dealing and overcoming the same.

12. DISORDERLY CONDUCT ETC:

The contractor shall, at all times, take all reasonable precautions to prevent any unlawful, riotous or disorderly conduct by or among his employees, officers or agents and for the preservation of peace and protection of persons and property in the neighborhood of the works against the same.

13. FOOTWARE, GLOVES ETC:

In partial modification of clause No.31 of the General Conditions, the contract, the contractor shall at his own expenses provide footwear and gloves for all labour employees on concrete mixing work and all other types of work involving the use of tar and cement, etc. to the satisfaction of the Chief Engineer or his Assistant.

14. ACCIDENTS:

The contractor shall, within 24 hours of the occurrence of any accident at or about the site or in connection with the execution of the work, report such accident to the Chief Engineer or his Representative. The

contractor shall also report such accidents to the concerned constituted authorities.

15. The tender is on Percentage Rate Basis and the Tenderers are required to fill the Schedule of Quantities and Rates as stated in directions to Tenderers for filling in the Schedule of Quantities and Rates.

16. The Taxes involved in the execution of Work Contract Act 1935 shall be borne by the contractor and rates quoted by the Tenderers shall be inclusive of the said tax also.

17. The contractor and his workers/agent 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.

18. 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 on payment of necessary fees as prescribed from time to time and the same shall be valid for the duration of the contract or a period of one year, whichever is less.

19. Subject to the availability, land for construction of temporary sheds/stores/labour hutments, etc. will be given to the contractor in Port areas. 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.

20. Lease rent shall be charged as per schedule enclosed as annexure to the contractors for the area allotted for construction of their temporary sheds for site office/ store /labour hutment's required in the contract works. Licence fees on Port land for maintenance office buildings and other structures at Mormugao Headland Sada slopes and Baina.

21. 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.

22. If for any reason the entire site cannot be handed over to the contractors, the Contractor shall immediately commence the work in the portion of the site released. If in the opinion of the Chief Engineer, contractor's work is held up or totally stopped due to non- availability of the remaining site, the Chief Engineer may extend the time for completion of the work by treating non- working period for such days as he shall consider immediately on being informed that the remaining site is available for the work.

23. After completion of day's work/ contract period the contractor shall clean, clear the work site to the satisfaction of the Chief Engineer or his site representative.

24. The portion of Security Deposit due for refund in accordance with the Conditions of Contract, after physical completion of the work, will not be refunded except with the prior permission of the Chief Engineer, unless and until contractor submits the final bill based on joint measurements.

25. All the debris/ kutchra etc. arising out of this work shall become the property of the contractors and they shall make necessary arrangements to dispose it off at no extra cost to Port Trust. The debris/kutchra etc. shall not be dumped in Port Trust estate. If any of Port Trust debris/kutchra etc. is found dumped in MPT estate, a fine of Rs.5,000/- per lorry load will be recovered from the contractor.

26. In case of excess under any item, the contractor should bring it to the notice of the concerned Chief Engineer well in time for obtaining necessary sanction.

27. Further to the provisions in the General Conditions of Contract, upon the Chief Engineer certifying that in his opinion, the contractor, after receiving from the Chief Engineer, a written notice,

1. Has suspended progress on any portion or items of the works for seven days, or
2. Has failed to make proper progress on any portion or items of the works for seven days, or
3. Has failed to complete any portion or item of the works by the time specified by the Chief Engineer, or
4. Has failed to remove from the site for seven days, material which have been condemned and rejected, or
5. Has failed to pull down within seven days and rebuild within the time stipulated by the Chief Engineer works which have been condemned and rejected, or
6. Has failed to give to the Chief Engineer or his representative proper facilities for inspecting the works or any part thereof for three days, or
7. Has failed to carry out proper tests for three days on any work or materials,

Then the Trustees, without restricting, prejudice to their rights under Clause, Nos. 57.1 of the general Conditions of Contract and expelling the contractors from the site of works, without determining the contract and while permitting the contractor to carry out or employ another agency to carry out at the risk and cost of the contractor,

- a. The execution of such portions or items of the work which the contractor has suspended or failed to make proper progress or failed to complete within the specified time, and or

- b. Removal of condemned and rejected material from the site, and/or
- c. Pulling down and rebuilding of condemned and rejected works, and/or
- d. The provision of proper facilities to the Chief Engineer or his representative for inspecting the works, and/or
- e. Testing of any work or materials,

In such cases Additional expenditure incurred, if any, by the Trustees over and above that which would have been incurred by them had above works been carried out by the contractors under the terms of this contract shall be paid by the contractor to the MormugaoPort trust. The trustees reserves their right to recover their additional expenditure from the moneys payable to the contractor or from deposits or such amounts that may have been lodged by the contractor with the Mormugao Port Trust for due performance of the contract under these presents. The Trustees further reserve their right to recover such additional expenditure from the moneys payable to the contractor for any other contract or transactions of any nature whatsoever existing between the trustees and the contractors.

#### 28. SUPPLY OF MATERIALS:

No material to be supplied by the MPT. Contractor shall make his own arrangements to procure all the materials whatsoever required for the execution of the works covered under this tender. However Water and electricity will be supplied as follows

(i) Water supply:

Water will be supplied by department subject to the availability at the rate specified in Port Scale of rates. The contractor shall be allowed to bring water from outside in case of inadequate supply, on the following conditions:

- (a) Contractor will be allowed to bring water from outside at his own cost in all respects, if supply from Mormugao Port Trust mains is inadequate.
- (b) In any event, no excuse for delay in completion of work, or no claim of any sort, whatsoever, will be entertained on account of inadequate/ intermittent short supply of water.

(ii) Electricity:

Electric supply will be given as per prevailing rate subject to availability and supply point will be indicated by the CME's Department, if required, and the contractor shall provide his own cable from the supply point to the place of work.

29. All the material to be used for the work shall be as far as possible, in accordance with the relevant specifications. However, the final approval of the material shall be at the sole discretion of the Chief Engineer or his representative depending upon the availability of the material in the market.

30. All the materials to be used in the structure shall be conforming to relevant ISI specifications or as specified in the Tender Schedule. Contractor shall undertake laboratory test as specified in the relevant I.S.I. order at the discretion of Chief Engineer and only approved materials/approved brand of materials shall be used.

31. MODE OF PAYMENT:

The procedure for preparation and settlement of contractor's bills is as under:

- (i) 100% of the bill will be paid within 20 working days from the date of acceptance of bill by the department and bill submitted based on joint measurement.
- (ii) The amount of any bill can be adjusted against dues to Mormugao Port Trust on any other dealing with the MormugaoPort trust.
- (iii) Retention Money will be recovered through the bills at the rate of 10% of the amount certified in each bill, till an amount equivalent of 5% of the Contract Price is accumulated.

Secured advance against materials brought to site for permanent works will paid to the contractor as per General Conditions of Vol-I clause No.541(b).

The Chief Engineer may sanction part rates for partly executed items of work mentioned in the Schedule of Quantities and Rates as may be deemed necessary by him.

The contractor shall submit the interim measured bills and final bill only after the measurements are checked by the concerned Assistant Engineer and after the final corrected quantities to be billed are given by him.

32. FACILITIES FOR WORKS OF OTHER AGENCIES:

Contractor shall take care that his work does not, in any way, hamper the concurrent progress of works of the other agencies in and around the existing site of work, laying of cables or any other work, which will be awarded during currency of this contract. The contractor, shall accord all facilities to various agencies/ contractors such as place for storing their material place for site office, etc. in consultation with the Site Engineer and carry out his activities in close co-ordination with all agencies.

33.No Port Trust structure/room is available for storing the materials brought, at site by the contractor. The contractor shall make his, own arrangement to construct a temporary storeroom at his risk and cost, at or near the site of work, as directed by the Site Engineer. However, the



same will be used for storing materials only and not for residential purpose and the same will be dismantled and removed from the site, immediately on completion/ termination of work. The final bill of the work will not be settled, unless the site is completed cleaned of all the materials.

34. The contractor should specially note that there should not be any disturbances to the MPT Staff's residing in the quarters and also take necessary steps to prevent noise, dust pollutions etc. in the Qtrs.
35. The contractor shall have EPF and ESIC Registration No. Of the firm. He shall contribute towards Employees Provident fund (EPF) and ESIC submit the copy of the same along with the details in the prescribed format while submitting bills along with the certified copy of the wage register and attendance sheet. The bills shall not be processed without these details.
36. Subject work may have to be carried out in the occupied Quarters , hence contractor has to plan according to take up the work. If occupants are not available in the specified time , the contractor has to plan according at the different location to continue the work. No extension will be granted as such contractor has to analysis and quote accordingly.
37. Estate rental charges shall be pad by the contractor as per Port Scale of Rates. Advance amount to be paid at CDC/MPT prior to taking the estate area.

**CHIEF ENGINEER**



**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

**TENDER NO: CE/104/2016**

**Name of work: “Repairs to doors ,windows to CISF Qtrs. allotted to GSL at Headland.”**

**ADDITIONAL SPECIAL INSTRUCTIONS**

1. Sealed tender is invited on percentage rate basis from the contractors for work described in the Tender Notice referred to herein before.
2. In the percentage rate quoted by the contractor shall be inclusive of Sales Tax, General Tax, Octroi, Excise Duty, Income Tax etc. and all other incidental charges that the tenderer may have to bear for the execution of the works.
3. 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.
4. All applications for issuance of Photo Identity cards 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 agents on payment of necessary fees as prescribed from time to time and the same shall be valid for the duration of the contract or a period of one year, whichever is less.
5. The contractor shall not disturb the working of the Port by dumping his materials on roads tracks, etc .Previous permission from the Chief Engineer or his representative shall be taken for stacking the materials.
6. The contractor will have to ensure that there are no obstructions in any operations of the Port. No compensation whatsoever in this respect shall be entertained.
7. The contractor should provide his contract, Telephone number/mobile number/fax No. for easy communication.
8. The additional special instructions given above shall prevail over those stipulated elsewhere in the tender documents forming part of the contract. The volume containing Instructions to Tenderers, the

General conditions, and Special Conditions and General Specifications forms an integral part of the tender document and the same shall be submitted along with the Volume-I of the tender documents all duly signed by the tenderer.

9. No contractor is eligible for accepting contractors unless he is enrolled with P.F commissioner/ ESI Authorities and service Tax.
10. The Contractor shall ensure strict compliance of the labour laws including those under the Employees State Insurance Act 1948 and the Employees Provident Fund & Miscellaneous Provisions Act 1952 and rules and regulations framed therein.
11. The contractor shall ensure that the statutory contribution towards the Employees State Insurance Act 1948 and the Employees Provident Fund & Miscellaneous Provisions 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 Chief Engineer by 10<sup>th</sup> of the succeeding month of the month in which the payment was due.
12. In the event any Contractor raises a dispute that he is not covered under the provisions of Employees State Insurance Act, 1948 and the Employees Provident Fund & Miscellaneous Provisions Act, 1952 such Contractor should obtain Certificate from the competent Authority under these Acts and produce the same before the Chief Engineer.
13. Following extra precautions should be ensured before commencing scaffolding and structural erection work in the above work.
  - a) The working platform shall be provided with suitable means at various levels at height above 2m from ground level wherever workmen are likely to be deployed to prevent the fall of persons or materials by providing suitable railing, planks and required supporting arrangements.
  - b) The contractor must ensure that his workmen should tie safety belts clamped to stable portion of steel work while carrying out work at height above 2m.
  - c) The contractor must provide a rope-pulley arrangement for vertical transportation of materials required to the working height.
  - d) The contractor is required to ensure that all the safety norms listed above and that in General Condition of Contract should be strictly followed during execution of entire work.

14. The contractor will be required to be post watchmen around the building at night whenever they will erect scaffolding in order to protect the structure from the antisocial element who may climb into the buildings into through scaffolding.
15. The contractor shall indemnify and keep indemnified the Employer against all damages or compensation payable at Law in respect or in consequence of any accident or injury to any workman or other person in the employment of the contractor or any Sub-contractor and against all claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto and the Employer shall be at liberty to deduct or adjust from the contractor's bills any amount that Employer may be called upon to pay towards claims, demands, proceedings, costs, charges and expenses whatsoever in respect of or in relation to any accident or injury referred to above without any reference to the contractor.
16. The contractor shall insure against such liability with the General Insurance Corporation of India or other insurance company approved by the Employer and shall continue such insurance during the whole of the time that any persons are employed by him in the Works and shall produce whenever required by the Engineer or the Engineer's Representative such policy of insurance and the receipt for payment of the current premium provided always that in respect of any persons employed by any Sub-Contractor the Contractor's obligations to ensure as aforesaid under this sub-clause shall be satisfied if the sub-contractor shall have insured against the liability in respect of such persons in such manner that the Employer is indemnified under the policy but the contractor shall require such sub-contractor to produce to the Engineer or the Engineer's Representative whenever required such policy of insurance and the receipt for payment of the current premium.

**CHIEF ENGINEER**



**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**

**TENDER NO. CE/104/2016.**

**NAME OF WORK: “Repairs to doors ,windows to CISF Qtrs. allotted to  
GSL at Headland.”**

**DIRECTIONS TO TENDERERS FOR FILLING  
THE SCHEDULE OF QUANTITIES & RATES.**

1. Tenderers are required to fill in their percentage rate at the end of the Schedule of Quantities & Rates, in the space provided for the purpose and unless this is done, their tender will not be considered. Only one percentage rate on all Rates of Schedule of Quantities & Rates shall be named.
2. The Percentage Rate inserted shall hold good for all works under this contract, without reference to quantity or location of the work or the variation in the estimated quantity.
3. Quantity of each item of work mentioned in the Schedule, should be noted and the percentage rate worked out carefully, having regard to the specifications before submitting the tender, as no variation in rates etc. will be allowed on any ground such as mistake or misunderstanding etc. after the tender has been submitted. The percentage rate, above or below the Schedule/Estimated rate, indicated at the end of the Schedule of Quantities & Rates, will apply to each item, of the tender and any excess in the item that may be directed to be executed by the Chief Engineer.
4. Tenderers are requested to note that though the contract is for percentage rate, they are required to add or deduct the amount due to this percentage, as the, case may be and work out the final figures(amount of their tenders), at the end of the Schedule of Quantities & Rates.

**CHIEF ENGINEER**



An ISO 9001 : 2008 Port  
ISPS CODE Compliant

**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**TENDER NO: CE/104/2016**

**Name of work “Repairs to doors ,windows to CISF Qtrs. allotted to  
GSL at Headland.”**

**SCOPE OF WORK**

- 1) Dismantling of damaged joinery items.
- 2) P/f aluminum sliding windows.
- 3) P/f readymade flush door shutters.
- 4) P/f PVC door shutters.
- 5) P/f ornamental grills.
- 6) P/f door fittings
- 6) P/f wooden door frames



An ISO 9001 : 2008 Port  
ISPS CODE Compliant

**MORMUGAO PORT TRUST**  
**ENGINEERING (CIVIL) DEPARTMENT**  
**TENDER NO: CE/104/2016**

**Name of work:“ Repairs to doors ,windows to CISF Qtrs. allotted to  
GSL at Headland.”**

**SCHEDULE OF QUANTITIES AND RATES**

Sr. No.	Description of work	Appro x. Qty.	Unit of Qty. in words	Rate in Fig/ words	Amount Rs. Ps.
1.	2.	3.	4.	5. 6.	7.
1.	Dismantling door & window shutters having area less than 3.0 sq.m including disposing off the waste material to the required place including all tools & plant, labour & material complete..	13	nos	222/-	2886.00
2	Providing & fixing in position anodised aluminium sliding windows of approved manufacturer to suit two track sliding, using best quality standard extruded anodised 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 16mm x 3.15mm x 10cm 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.	7.8	m2	4563/-	35591.40

3	Supplying and fixing flush doors without ventilator 30mm thick both sides commercial faced, using salwood frame including oxidised iron fittings like butt hinges 100 x 58 x 1.8mm size 4 nos. for door shutter providing M.S. hold fast 6 nos. embedded in C.C. (1:3:6) block, 16mm dia M.S. bottom pins etc. All labour & materials, tools & plant etc. complete.	5.67	m2	3085/-	17491.95
4	Supplying & fixing in position P.V.C. doors of standard sizes, single shutter, including all the accessories, fixing to the wall with expandable fasteners/M.S. brackets handles, locking arrangement cement mortar for fixing etc. All labour and materials, tools & plant complete.	3.36	m2	2909/-	9774.24
5	providing & fixing ornamental grills of approved pattern using M.S. flat 25 x 3mm or any other sections including welding, grinding, cutting, drilling holes, fixing with counter sunk screws etc. All tools & plant, labour & materials etc. complete.	158	kg	156/-	24648.00
6	Supplying & fixing the following anodised aluminium fittings/ fixtures to doors & windows etc. including necessary screws, washers etc. All tools, plant, labour & materials etc complete.				
A	Aldrop straight pan 30cm long	1	no	313/-	313.00
B	Door latch 20cm long	5	nos	138/-	690.00
C	Tower bolt 15 cm long	5	nos	99/-	495.00



D	D' type door handle	5	nos	73/-	365.00
E	Baby latch (65mm x 12mm)	2	nos	88/-	176.00
7	Providing woodwork in frames of doors with well seasoned sal wood. All tools, plants, labour & materials etc. complete.	0.16	m3	91299/-	14607.84
8	Plastering/finishing with C.M. (1:3) 10mm thick (av) in single coat incl. Raking out joints, hacking, cleaning and preparing the surface, curing, chamfers, beading, scaffolding, all leads, lifts making all bands, bays, fluting etc. All tools, plants, labour & materials etc. complete. (Mainly for finishing rendering of precast R.C. works).	15	m2	162/-	2430.00
9	Credit towards taking away dismantled material & handing over all doors and windows fittings in good condition to Department	1	LS	2000(-)	2000 (-)

TOTAL AMOUNT OF TENDER INCLUSIVE OF S.T. & G.T.AT "A"

= **Rs107468.40** but excluding service tax

1) **ADD** \_\_\_\_\_ **%(IN FIGURES)**

In words \_\_\_\_\_

Over the above amount at "A" ie. Rs. \_\_\_\_\_

**OR**

**2. DEDUCT** \_\_\_\_\_ **% (IN FIGURE)**

In words \_\_\_\_\_

From the above amount at "A" ie. Rs. \_\_\_\_\_

3. Total quoted tender amount inclusive of sales and General Taxes but excluding service tax in words Rupees \_\_\_\_\_ only

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

NOTES:

1. Tenderers should score out 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 \_\_\_\_\_

Name : \_\_\_\_\_

Address: \_\_\_\_\_

Tel No. \_\_\_\_\_

Tenderer's \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address: \_\_\_\_\_

Tel No. \_\_\_\_\_

Mobile No. \_\_\_\_\_



### 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 : \_\_\_\_\_