



Mormugao Port Trust, GOA

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**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

GENERAL TERMS & CONDITIONS

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 & miscellaneous Provision Act, 1952 and rules and regulation framed therein.
 - 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

TECHNICAL SPECIFICATIONS SCHEDULE 'A'

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'

Sr. No.	Description	Unit	Qty	Unit rate (Rs.)		Amount (Rs.)
				In figure	In words	
1	Charges towards cleaning of Fans installed at Administrative office Bldg., Hospital Bldg., MM Division & Baina Workshop.	Nos.	1224			
	Total cost towards cleaning of Fans four times in a year					
2	Charges towards cleaning of Tubelights installed at Administrative office Bldg., Hospital Bldg., MM Division & Baina Workshop.	Nos.	2530			
	Total cost towards cleaning of Tubelights two times in a year					
	TOTAL					

(Rupees _____ only)